

**MINUTES
FIRST TAXING DISTRICT
December 14, 2016**

COMMISSIONERS: Commissioner Marija Bryant, Commissioner Thomas Cullen and Commissioner Frank Zullo

ALSO PRESENT: Elsa Peterson Obuchowski, Treasurer, Dominick M. DiGangi, General Manager, Franco Chieffalo, Operations Director, Michael Elliott, Manager of Water Treatment and Supply, Michelle Costabile, Customer Service Administrator, Lauren Mappa, Facility Engineer and Michele McLean, Executive Assistant

OTHERS: Robert Bailey and Vivian Rodriguez from Hope & Hernandez PC.

1. Roll Call

The meeting was called to order at 4:07 P.M. by Commissioner Frank Zullo. Mrs. Michelle Costabile called the roll. Commissioners Bryant, Cullen and Zullo were present.

2. Public participation relating to agenda items

THERE WAS NO PUBLIC PRESENT

3. Independent Auditor's Report for the year ended June 30, 2016 (The Report in Executive Session with the Commissioners)

Mr. Robert Bailey and Vivian Rodriguez of Hope and Hernandez made a presentation of the Independent Auditor's Report for the Year Ended June 30, 2016 and responded to questions from the Commissioners

***** COMMISSIONER CULLEN MOVED TO GO INTO EXECUTIVE SESSION AT 4:18 P.M. TO DISCUSS THE AUDIT. ATTORNEY JAMES FULTON AND TREASURER ELSA PETERSON OBUCHOWSKI WERE ASKED TO REMAIN IN THE ROOM FOR THE DISCUSSION**

***** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

***** COMMISSIONER BRYANT MOVED TO COME OUT OF EXECUTIVE SESSION AT 4:57 P.M.**

***** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

*** **COMMISSIONER BRYANT MOVED TO RECEIVE THE INDEPENDENT
AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30, 2016**
*** **COMMISSIONER CULLEN SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

4. Approval of Minutes

- November 16, 2016 Regular Meeting

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE MINUTES OF
THE NOVEMBER 16, 2016 REGULAR MEETING**
*** **COMMISSIONER BRYANT SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

- November 16, 2016 Annual Meeting of the Electors

*** **COMMISSIONER BRYANT MOVED TO APPROVE THE MINUTES OF
THE NOVEMBER 16, 2016 ANNUAL MEETING OF THE ELECTORS**
*** **COMMISSIONER CULLEN SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

5. Correspondence

- Historic Drought Stalks the State – Newspaper Article
- Installation of Water Line to Ease Drought Will Close New Canaan Roads – Newspaper Article
- Water Fluoridation Award Certificates for 2014 and 2015 awarded to the First Taxing District Water Department from The Centers for Disease Control and Prevention (CDC) and the Connecticut Department of Public Health, Office of Oral Health

NO ACTION NECESSARY

6. Receive Financial Report

*** **COMMISSIONER CULLEN MOVED TO RECEIVE THE FINANCIAL REPORT**
*** **COMMISSIONER BRYANT SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

7. Approval of FY 2016 Operating Budget Transfers

*** **COMMISSIONER CULLEN MOVED TO APPROVE THE FY 2016
OPERATING BUDGET TRANSFERS ATTACHED HERETO AS EXHIBIT 7
(Copy Attached).**
*** **COMMISSIONER BRYANT SECONDED THE MOTION**
*** **THE MOTION PASSED UNANIMOUSLY**

8. Receive Monthly Operations Report

***** COMMISSIONER CULLEN MOVED TO RECEIVE THE MONTHLY OPERATIONS REPORT**

***** COMMISSIONER BRYANT SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

9. Authorize the General Manager to renew the Municipal Employees Health Insurance Program with Anthem Blue Cross and Blue Shield of Connecticut. (Account No. 10 1600 5204 00)

***** COMMISSIONER BRYANT MOVED TO AUTHORIZE THE GENERAL MANAGER TO RENEW THE MUNICIPAL EMPLOYEES HEALTH INSURANCE PROGRAM ANTHEM CP HSA (Account No. 10 1600 5204 00)**

***** COMMISSIONER CULLEN SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

10. Authorize the General Manager to renew the Medicare Anthem Plan F with Rx. (Account No. 10 1600 5216 00).

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO RENEW THE MEDICARE ANTHEM PLAN F WITH RX (ACCOUNT NO. 10 1600 5216 00).**

***** COMMISSIONER BRYANT SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

11. Authorize the General Manager to issue a Purchase Order to Weston & Sampson CMR for Project WF 2016-03, Well Redevelopment, for providing the equipment, labor and materials to redevelop Well No. 2 in the First Taxing District Well Field for a sum not to exceed \$27,620.00 and authorize the General Manager to issue Orders on Contract for a sum not to exceed \$10,000. (Account No. 10 1500 5686)

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO ISSUE A PURCHASE ORDER TO WESTON & SAMPSON CMR FOR PROJECT WF 2016-03, WELL REDEVELOPMENT, FOR PROVIDING THE EQUIPMENT, LABOR AND MATERIALS TO REDEVELOP WELL NO. 2 IN THE FIRST TAXING DISTRICT WELL FIELD FOR A SUM NOT TO EXCEED \$27,620.00 AND AUTHORIZE THE GENERAL MANAGER TO ISSUE ORDERS ON CONTRACT FOR A SUM NOT TO EXCEED \$10,000. (ACCOUNT NO. 10 1500 5686)**

***** COMMISSIONER BRYANT SECONDED THE MOTION**

***** THE MOTION PASSED UNANIMOUSLY**

12. Authorize the General Manager to fill the Position of Manager of Operations (Position Code 10140011).

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE GENERAL MANAGER TO FILL THE POSITION OF MANAGER OF OPERATIONS**

**(POSITION CODE 10140011) IN ACCORDANCE WITH THE
RECOMMENDATIONS OF THE GENERAL MANAGER.**

***** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

13. Call to the public

NO PUBLIC PRESENT

Suspension of the Rules

***** COMMISSIONER BRYANT MOVED TO SUSPEND THE RULES TO ADD THE
FOLLOWING ITEM TO THE AGENDA.**

***** COMMISSIONER CULLEN SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

Authorize the Chairman to execute an agreement with GZA GeoEnvironmental of New York to provide professional engineering for an Engineering Assessment for Scotts Reservoir Dam, Lewisboro, NY for a sum not to exceed \$26,350.

***** COMMISSIONER CULLEN MOVED TO AUTHORIZE THE CHAIRMAN TO
EXECUTE AN AGREEMENT WITH GZA GEOENVIRONMENTAL OF NEW
YORK TO PROVIDE PROFESSIONAL ENGINEERING FOR AN ENGINEERING
ASSESSMENT FOR SCOTTS RESERVOIR DAM, LEWISBORO, NY FOR A
SUM NOT TO EXCEED \$26,350.**

***** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

14. Adjournment

***** COMMISSIONER CULLEN MOVED TO ADJOURN THE MEETING
*** COMMISSIONER BRYANT SECONDED THE MOTION
*** THE MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:15 P.M.

Respectfully submitted,

Franco Chieffalo
District Clerk