

**MINUTES
COMMISSIONERS' MEETING
SIXTH TAXING DISTRICT, City of Norwalk
July 17, 2019**

**Rowayton Community Center
7:00 p.m.**

ATTENDANCE:

PRESENT: Commissioners Tammy Langalis and John Igneri, District Treasurer Jim Hendrickson, District Fire Marshal and District Property Manager Ed Carlson, District Security Patrol Officer Joe Jensen, District Clerk Andrea Woodworth.

ABSENT: Commissioner Mike Barbis, District Assistant Property Manager Jason O'Donnell.

The approval of the June Minutes was postponed until a later time when Commissioner Barbis may have some input. This may be accomplished via email or phone.

NEW BUSINESS

John Friedrichsen, a Crooked Trail resident, presented a proposal to the Commissioners to fulfill his Eagle Scout Project. John presented materials to the Commissioners to explain his proposed project to assemble and mount receptacles at various places in Rowayton to collect used or damaged fishing line. He foresees installing these receptacles, made from PVC piping at the Town Launch, at the Bell Island Bridge and someplace off Bayley Beach. The Commissioners encouraged him to broaden his project to include other sites in Norwalk. After his detailed presentation, the Commissioners gave John their permission and encouragement to embark on this Eagle Scout project which John said should be done by the end of 2019. He would pay for the materials and any other expenses that might occur. Mr. Carlson mentioned that he might install one of the receptacles at the bait shop. John thanked the Commissioners.

There was another topic on New Business which was discussion of a new HR manual suggested by District Treasurer Jim Hendrickson. The Commissioners agree with Jim that we should have such a manual so that everyone knows what's expected of them. Once it is accepted and edited, we'll have it printed and use it as a resource, Mr. Hendrickson explained.

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OLD BUSINESS

Commission Chair Tammy Langalis reported that she and Mr. Barbis had attended the recent Roton Point Board Meeting. They presented the Sixth Taxing District's plan to improve the safety at the shared entrance to Bayley Beach and Roton Point. The intersection would be squared off and a sidewalk would be installed from the Wee Burn pillar to the entrance to Bayley Beach and then along the driveway (to the gates of Bayley and Roton Point). There will be a short retaining wall along our side of the driveway. The Roton Point Board needs to review the 6th Taxing District's request in more detail. So, we are still in limbo and nothing has been decided. We're hoping to find out more over the summer. There may be four trees that will need to be cut down or at least trimmed back.

Jim Hendrickson, District Treasurer, proposed some changes to the Rowayton Train Station Scofflaw Policy. Jim said that the current policy has become burdensome. Mr. Hendrickson recommends having a "Barnacle" piece of equipment that would be attached to the windshield with suction cups so that the commuter will have to call a phone number and pay a fee to have the "Barnacle" removed. He wants to investigate further to be sure we have the option to do that. The fee for removal of the "Barnacle" would require that the outstanding unpaid ticket prices plus a fee would be charged. Most of the repeat offenders are daily parkers and not those with parking permits. We can buy the unit for \$900 each or lease it. Crooked Trail resident Garrett Friedrichsen said that is sounds ridiculous to him.

REPORTS

Commission Chair Tammy Langalis asked the Clerk to write a letter to Michael Stuart, Norwalk's Tax Assessor, and ask that his records be changed to show that 3 Rowayton Court is not in Rowayton. Residents of that address have been receiving Rowayton benefits when that residence is in the Fifth Taxing District. Mrs. Woodworth was instructed to ask for an acknowledgement of receipt of our letter and to correct the records in his office and send a new field card to us.

Mrs. Langalis said that the Farmer's Market has been very disappointing this year both in the number and variety of vendors and of the number of shoppers. The new coordinator for the market, Brian Kammerer, has been attempting to recruit new vendors with limited success.

The Commissioners all went to a meeting with DPW Chief of Operations, Anthony Carr. They discussed the traffic, mobility and transportation in regard to the traffic on Rowayton Avenue especially from the stop light on Rowayton Avenue and Cudlipp Street and approaching Pinkney Park. The City was trying to be receptive but it's difficult on that section of Rowayton Avenue is a state road. Maybe some flashers can be installed in an attempt to slow traffic down.

The Commissioners have engaged Adam Blank of Wofsey, Rosen, Kweskin and Kuriansky, LLP as our General Counsel.

**Sixth Taxing District
Treasurer’s Narrative Report
Commissioners’ Meeting
July 17, 2019**

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Handouts to Commissioners*:

- Budget v Actual report as of June 30, 2019 for FY 18-19
- Treasurer’s Report of Bank Balances as of June 30, 2019
- Capital Funds Project Balances report
- Community Center Spending Summary Capital Projects report
- Report of Bills Paid in June 2019

Comments on Reports:

- **District Budget v Actual Report for FY 18-19**
 - Our expenses are currently at 94% of the budgeted expenses.
 - Our income is at 100% of the budgeted income for FY 18-19.

Events:

- The new accounts at People’s Bank have been opened and as of July 5 we have stopped issuing checks on Wells Fargo. We expected to close the Wells Fargo accounts by the end of August as outstanding checks clear.
- Spending to date on the Community Center Renovation totals \$1,225,000 and there is \$7,400 remaining in the project budget.
- The Fiscal Year has ended. We are waiting for a few remaining invoices that typically arrive mid-July. We still expect to have a surplus in excess of \$100,000.
- We are now preparing for the fiscal year-end audit.

*Please note, these are preliminary drafts and not final audited reports
(Statistical reports will be added to the end of the minutes).

MR. Hendrickson said that we actually ended the last Fiscal Year with a \$107,000 surplus.

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Report of the District Fire Marshal

June 2019

Ed Carlson

<u>Type of Activity</u>	<u>#</u>	<u># Man Hours</u>
Blasting Permits	***	***
Blasting Site Inspections	***	***
Building Inspections	2	3
Clerical (office) work		20
Fire Marshal Conferences	***	***
Career Development Training	1	6
Investigations(s)	1	1
Meetings:		
District Monthly	1	2
FNHFMA	1	2
Food Truck inspection	2	2
Install detector (resident request)	1	1
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		# Man Hours 37

Remarks: Attended Expert Witness Testimony Seminar

No reported incidents regarding fireworks. Professionals did a fine job.

Residents inquiring about smoke and CO detectors. Installing where needed.

Mrs. Langalis said that she would like to remind people that they need to use carbon monoxide detectors.

Report of the District Property Manager

July 17, 2019

Ed Carlson

Community Center:

1. Butternut tree trimmed, one leader remaining.
2. Wood pieces are available for residents to pick up.

Bayley Beach:

1. Metal poles and wire fence added to gate and opening to wee Burn to deter people entering after hours.
2. Gardner Gray is doing modification to concession, ordering window.

Pinkney Park:

1. Large leader from Maple tree came down in storm. Remainder of tree will be removed due to poor condition
2. SOS production vacated Pinkney Park on 7/9. No issues with this year's performances.

Art Center:

1. Seaport Electric installing electrical box in rest room, none previously there.

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R. R. Station:

1. Weeds and grass cut back by District employee on a weekend and also path to Deane Ct.

Report of District Security Patrol

July 17, 2019

Joe Jensen

Joe reported that it has been a bit quieter lately, especially with the addition to the fence and gate at Bayley Beach. There were a lot of UCONN students at the beach on Friday night. Mrs. Langalis noted that the more some of us are around, the better the teenagers behave. She reminded us and Joe that we can always call on Officer Salley for back up.

It was noted that we will attempt to find out what other towns are charging for non-residents at their beaches.

The Clerk was asked to contact Katie Nigurdkar, who leads a yoga class on Saturday mornings. This Saturday's class was moved to Sunday and the Commissioners asked that if this happens again, that they refrain from parking in Pinkney Park since there are many elderly people who attend the church service in Pinkney Park starting 9:15 a.m.

Report of the District Clerk

July 17, 2019

Andrea Woodworth

1. I have issued 1539 permits as of now with 13 voided for various reasons. I don't have the figures on the number of voided last year. Seems to be requests are very slow coming in for this late into the season. I offered to leave someone's permits on my door so they would have them for the weekend. The resident said not to bother since they know them down there anyway and always let them in. Maybe they should be advised to get their permits for the next time they want to use the beach.
2. I had an issue with CMIT when they told me that my Bayley Beach file had disappeared and that I must have emptied the trash and it was in that. I spoke with someone else the next day after Mike Barbis had spoken with the owner and all of a sudden the Bayley file was back. I need to call them again, though, as other things have disappeared since then – mostly emails and I don't know that they would have any answers for that.
3. The beach was very busy on June 29 with a Memorial Service and a family reunion starting an hour late but there was no real overlap and that was fine. There was also another tented party on the beach that afternoon. Everything seemed to go well, even after all the frantic arrangements.
4. The Quilters cancelled two weeks in a row to accommodate Packer Soccer in case there was a thunderstorm and they had to have shelter for their larger group of kids that were playing on the Rowayton School field. I was mistaken in thinking that it was just the very young kids that would maybe need to shelter in the Moose Room in case of inclement weather. They were very accommodating and seemed not to mind cancelling. I thanked them for being so cooperative.

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5. Apparently one of the District trees fell on the property of a Vincent Place resident. I haven't heard anything from the resident since letting Ed know about the problem, so I guess it was fixed.
6. I've had several conversations with Mrs. Melitis who owns the property just to the south of the Market. The 6TD recycle and trash containers were moved. However, she is still concerned about the amount of garbage that the Market puts out on her property for private pick up. Hopefully, she is talking with the right people at the City now.
7. I have had a request from the Rowayton United Methodist Church to use Pinkney Park on October 13 for 2 hours starting at 3 p.m. for a Blessing of the Animals.

APPROVED

Jason O'Donnell, Ass't. Property Manager, met with Leslie Korzennik of the Rowayton Historical Society to discuss some repairs to Pinkney Park. Mrs. Langalis asked Jason to get a plan. The back porch has a lot of rot. The RHS thinks the steps are dangerous and need to be fixed. Mrs. Langalis asked if Jason has a list of maintenance things to be done and at what time of the year. Mr. Carlson said that there's some money in the budget down for power washing the Pinkney House.

The next meeting will be on September 18 at 7:00 p.m. in the Grace Room.

Commissioner John Igneri made a motion to adjourn the meeting. The July meeting of the Commissioners of the 6th Taxing District was adjourned at 8:15 p.m.

Respectfully submitted,
Andrea J. Woodworth
Clerk, 6th Taxing District