

**MINUTES
COMMISSIONERS' MEETING
SIXTH TAXING DISTRICT, City of Norwalk
January 20, 2016**

**7:30 p.m.
Rowayton Community Center**

PRESENT: Commissioners Tammy Langalis, Mike Barbis, and John Igneri, District Treasurer Jim Hendrickson, District Fire Marshal and District Property Manager Ed Carlson, District Assistant Property Manager Jason O'Donnell and District Clerk Andrea Woodworth.

The January 20, 2016 meeting of the Sixth Taxing District Commissioners was called to order at 7:40 p.m. by Commission Chair Tammy Langalis. Mrs. Langalis welcomed all the attendees and introduced the Commission.

Mrs. Langalis announced that the Minutes of the December meeting would be addressed after the presentation by the RTA.

NEW BUSINESS

Rowayton Tennis Association President made a presentation to the District asking if the 6th District would consider sharing 50% of the costs of converting the Bayley Beach asphalt tennis court ("Court 5") to a Har-Tru clay playing surface. The details of the presentation are as follows:

Project:

Conversion of Bayley Beach asphalt tennis court to a clay surface. Funding Request: \$25,000 spread over three (3) years (i.e., \$8,333 per year over a total of three years, held in escrow).

Project Description:

The Rowayton Tennis Association ("RTA") respectfully requests that the Sixth Taxing District ("6TD") share fifty percent (50%) of the costs to convert the Bayley Beach asphalt tennis court ("Court 5") to a Har-Tru clay playing surface.

Reasons for Project Request

- **During peak demand periods, the RTA members are often unable to play** due to a shortage of courts. RTA members choose not to play on Court 5 due to the prevalence of cracking on the court surface which makes the court both difficult to play on and a risk for causing injury.
- Peak periods are defined as weekend mornings, weekend afternoons, weekdays when league tennis matches are scheduled, summer holidays and Friday evenings.
- Rowayton residents who are not RTA members are required to play on Court 5 as it is the only court available to them. **The quality of the playing experience is low due to the cracking in the court surface.**
- **Court 5 is an under-utilized community asset.**

Background of Court 5

- **Court 5 is currently open to ALL Rowayton residents.** Membership in the RTA is not required to play on Court 5. Advanced booking of Court 5 can be made with 24 hour notice by non RTA members via the RTA website. Play on Court 5 is also permitted when the court is unused on a first-come/first-serve basis.
- **In 2011, the 6TD granted the RTA \$9,550 to repair and resurface Court 5.** Approximately, \$6,000 of this amount was associated with fixing the prominent cracks on the court. (Please refer to Appendix 1 for a copy of the December 2010 funding request and for pictures of the condition of the court).
- **Only four years later, prominent cracks have reappeared in the court surface** Please see Exhibit 1) **and will be an ongoing problem** due to the location of the court near the Sound. High water levels around Bayley Beach pose problems for asphalt surfaces (due to sub-surface temperature changes, tidal flow, flooding, surface water freezing, etc.).

Advantages of Conversion to 6TD, the RTA and the Community

- The recurring **long-term cost of maintaining a clay court in a beach area is lower** than that of maintaining an asphalt court.
- Additionally, the **RTA proposes to take over the lease and cover all future maintenance costs associated with Court 5 post-conversion** out of its operating budget
- **After the conversion to clay, the 6TD will not face future requests for the repair of cracking on Court 5.**
- The **terms of access to Court 5 by non-RTA members will NOT change** in any way.
- **The end results would be:**
 - **The elimination of ongoing expense to repair cracks for the 6TD**
 - **An increase in court availability for RTA members.**
 - **An improved court surface for Rowayton residents**
 - **Lower risk of injury for all players.**

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Estimated Project Cost

The RTA received two letters from service providers (refer to Exhibit 2 for a copy of the more detailed response) estimating the total costs of converting Court 5 to clay at about \$55,000.

- \$50,000 to cover the cost of the removal and disposal of the existing asphalt as well as all the labor and raw materials to convert Court 5 to Har-Tru.
- \$4,000-\$5,000 to install sprinkler system

Estimated Project Timing

The RTA expects to break ground on the project in the spring of 2018. As per the letters from service providers, the time to complete the project would be about two weeks.

RTA Fundraising Options

The RTA has several options to fund its portion of the investment, including:

- Cash on hand.
- A one-time assessment fee charged to RTA members.
- Donations from RTA members.
- Special events sponsored by the RTA (raffles, exhibitions, tournaments, etc.).
- Sponsorships from local business

Commission Chair Tammy Langalis asked what percent of the time the 5th court is used. Sarah Johnson, RTA President, replied that Scott Whiteman uses it for his camp but not often otherwise. Tammy also asked that if it became a Har-Tru court, would they expect greater use. Mrs. Johnson's reply was they expected it to be used as much as the other courts. Mrs. Langalis would like to see the RTA go back to the construction companies to see if they would guarantee their current estimates. Mr. Barbis suggested that an RTA representative attend the public budget meeting on February 17.

The Rowayton Library's Director gave a presentation to the Commissioners on behalf of the library. She explicitly thanked Ed and Jason for all their ongoing help with library issues. She also mentioned that the library has consistently received kudos from the state. Following is Ms. Yurechko's letter requesting library funding in the FY 2016-17:

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December 15, 2015

Dear Commissioners and Treasurer:

The Rowayton Library has had an exciting year. Even though we had the burst pipe issue to contend with, we were still able to make a number of improvements to the library. We upgraded our six desktop computers and purchased seven new laptops for use in our popular technology classes for adults and children. We also acquired nine iPads and worked with the District to provide better wireless access throughout the Community Center. And just today we invested in the capital improvement of carpeting the Children's Room.

In addition, we continue to offer quality programs for children, teens and adults, working cooperatively whenever possible with other organizations in town such as the Rowayton Elementary School, Rowayton Gardeners and Rowayton Historical Society. The feedback we have received has been positive, and we would like to continue the good services and programs we provide by further working with other community groups to extend the funds we receive.

Your generous grant to the library last year of \$195,000 helped us achieve many of our goals. We were able to offer more technology programs and to create a platform for access to e-books and other digital content. The response to our digital collection has been positive, and we continue to circulate our print and audiovisual items quite well.

As the cost for all of these items increase, the library has committed to more fundraising efforts. With the addition of the Winter Carnival last February and the Monster Dash this fall, we are constantly looking at creative ways to help raise the necessary funds for the library to continue to improve.

Our hope is that we can count on the District to support our efforts and help us build upon our strengths. **The Rowayton Library would like to present a funding grant request for FY 2016-17 in the amount of \$199,800.** Your continued financial assistance is essential to reaching our goals to become an even better community asset.

Obviously, the Library Board understands that public resources must be allocated effectively in order to benefit the community. Our unique physical location coupled with a commitment to be open as much as possible (even on many holidays) to best serve this community, makes us a true social, informational and educational hub. Please continue to invest in all we do.

Thank you for considering our proposal and the continued support you have given to the Rowayton Library.

Sincerely yours,
Melissa Yurechko
Library Director.

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Mr. Barbis said that the district had upped the grant in order to have longer Saturday hours and asked how that was going. Ms. Yurechko said that they are very busy until about 1 – 2 p.m. and then it picks up again around 4 -5 p.m. They will make the hours shorter in the summer. She said that they are open 44 hours per week. If the evening programming were included, the hours would go up. Melissa also mentioned that there is an interest in storage of some equipment. For instance, Dre Towey has a lot of art equipment and would be interested in seeing it used in the community. There is a strong Maker Movement underway. Melissa would like to gauge the interest in this.

Mrs. Langalis asked if the other two commissioners had any corrections or additions to make to the submitted December Minutes. Since there were none, Commissioner Igneri made a motion to accept the December meeting minutes as submitted. The motion was seconded by Commissioner Barbis and the December 16, 2015 meeting minutes were approved as submitted.

OLD BUSINESS

There was no old business.

REPORTS

Commissioner Mike Barbis said that we are expecting to hear from Brendan McGee with a proposal regarding an effort to purchase the Greens Ledge Lighthouse. The Sixth Taxing District will be sending a letter in support of Brendan's efforts and endorsing his application. We are not in a position to support it financially.

Commissioner John Igneri said that he has asked for a cost estimate to remedy the situation of a lack of adequate heating in the Seaside Delights shop in Pinkney Park. The historical society has said they will get back to us.

Mr. Igneri also announced that the developer of the Norwalk mall, the Sono Collection, will be in attendance at the February 17 meeting of the Sixth Taxing District Commissioners. This will only be an informational meeting. He predicted that expected mall construction at the same time as the state is doing work on I-95, the Walk Bridge, etc. will spell a 3 – 5 year period of nightmare traffic in Norwalk. Mayor Rilling has asked that coordination of all projects be considered. There will be close to \$1 Billion in spending in Norwalk during that time.

Mr. Barbis also said that he has had a conversation with Terrie Wood about Darien's lack of enforcement of the "No Through Trucks" ban. She will approach Darien officials about our concern.

Commissioner Tammy Langalis announced that the public budget meeting will be before the February 17 Commissioners' Meeting starting at 7 p.m. We will endeavor to post the proposed

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FY 2016-2017 budget on the 6th TD web site before the Annual Budget Meeting scheduled for March 2, 2016.

Sixth Taxing District Treasurer's Narrative Report To Commissioners' Meeting January 20, 2016

Handouts to Commissioners*:

- Budget v Actual report as of December 31, 2015 for FY 15-16
- Treasurer's Report of Bank Balances as of December 31, 2015
- Capital Funds Project Balances report
- Report of Bills Paid in December 2015
- Motion 1: Budget Modification for Fire Dept. – Capital
- Motion 2: Budget Modification for Road Safety Project – Capital

Comments on Reports:

- **On the District Budget v. Actual Report**
Our expenses are at 58% of the budgeted expenses and our income is at 52% of the budgeted income for FY 15-16.

Events:

- We have met with the auditors and reviewed the completed FY 14-15 Financial Statements. The auditors have issued a clean opinion.
- We are preparing the FY 16-17 Budget preparation.

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

The first motion that is proposed by the Treasurer is to re-appropriate available funds of \$15,000 in the Operating: Fire Dept. account #6310, to the Capital Projects: Fire Department account #3541 to increase funds for the SCBA equipment purchase. Mrs. Langalis made the following motion: "I, Chairwoman Langalis, move to re-appropriate the available funds to the Capital Projects: Fire Department account #3541 in the amount of \$15,000". Commissioner Ignieri seconded the motion which passed unanimously.

Mr. Hendrickson explained that we have been working with the city for awhile and have a plan with the city for pedestrian safety painting on roads and signage from Pinkney Park to the other side of the fire house. We have to get state approval. In order to get the work done, we will split the cost with the city and spend just under \$12,000 for materials. The city will do the work and pay for the work. Mrs. Langalis made the following motion: "I, Chairwoman Langalis, move to re-appropriate available funds of \$12,000 in the Capital: Bayley Beach Field Drainage account

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#3250 to the Capital Projects: Road Safety Project”. Commissioner Ignneri seconded the motion which passed unanimously. We’re hoping to get this work done by Memorial Day. We’re hoping it will have a positive effect on getting people to slow down in the city. We’re hoping that a 5 mph lower speed limit will also help.

Report of the Fire Marshal January 20, 2016 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		21
Fire Marshal Conferences	***	***
Career Development Training	2	6
Investigations	1	2
Meetings: FFLD/NHFMA	1	2
Other: Plan Review	2	4
Other: Temporary Structure Permit signed and inspection	1	1
		39

Remarks: Attended all day (1/7/16) Code Enforcement Review

Mr. Carlson went on the say that he would be holding a workshop program for some local nanny groups on fire safety. They will make a donation to the fire department.

Also, 71 Rowayton Avenue has been almost completed.

District Property Manager Report January 20, 2016 Ed Carlson

Community Center:

1. A new passage lock was installed on the Library bathroom door.
2. I have talked to a couple of people that visit the dog park about keeping the dog on a leash from the car to the park.

Bayley Beach:

1. Chips have been spread along the border plantings.
2. The electrical fixture has been installed and is connected for future concerts.

Pinkney Park:

1. The new post lamps have been installed.
2. The electrical fixtures and equipment has been installed for future concerts.

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3. The solar light for the bell at Old School Field will be installed when we get a warm day.
4. The apple trees have been pruned.

Mrs. Langalis noted that the RR Station lots have been fairly full which has generated a couple of complaints. Bicycles have been left there for many months. Mr. Barbis will take a picture of the bicycles and post it on the web site and Facebook. We can then cut the locks and remove the bicycles if they are not removed by their owners.

Another complaint is that when you pull in to the eastbound lot, there is a tight squeeze between the entry lane and parked cars.

There has also been a report of some teenagers having paint ball fights at Farm Creek. We need to do away with that. It's a nature preserve and not meant for such use.

Report of the District Clerk

January 20, 2016

Andrea Woodworth

1. There is going to be a wedding at the Community Center under a tent on the lawn on July 2, 2016. The couple renting the tent have asked if they might have it taken down on Tuesday, July 5, since the tent company will charge them a premium if they have to do it on a holiday weekend. They would also like to put it up on Wednesday or Thursday before the wedding on Saturday. I've already spoken with Ed and he's in agreement. What say you? **Approved**
2. Columbus Magnet School has asked to use the Moose Room on April 2, a Saturday, for a PTA fundraiser. They estimate 100 people attending with the possibility of going to about 120. There won't be lots of chairs for everyone to sit down. We've already approved (through Mike) having the Fox Run Fundraiser but he estimates having a much smaller # of people on May 21. I have quoted the "local" rate for fundraisers of \$200 to both groups. They will provide insurance and a clean-up fee.
3. I heard from Dana Beringer and she sends her best wishes and thanks for the support of the Commissioners over many years. They would like to confirm a May 21 morning "Miles for Myles" event. They will be out by 11:30 and shouldn't interfere with the Columbus fundraiser.
4. I've initiated the "Rowayton Community Calendar" and have added a few items I know about. I haven't, as yet, notified the various organizations that they will be able to view the calendar when planning their events, which information they will provide me. I will be in touch with as many as I can during this week.
5. The RCA has planned a winter clothing drive this weekend in the Moose Room. They are concerned about the weather and I informed them that the following Saturday,

January 30, is available. They also are considering postponing the event until Sunday but were wondering whether or not plowing would be done by then. **(Yes)** I think their best option is a week's postponement but haven't heard their decision yet.

6. You may have seen a request to buy out someone's RR permit on New Door Rowayton. I contacted the new Wait Listed commuter to let her know that the permits are non-transferrable and that the permits must match the license plates of the cars.

Commissioner John Igneri made a motion to adjourn the meeting, which motion was seconded by Mike Barbis. The January 20 meeting of the Sixth Taxing District Commissioners was adjourned at 9 p.m.

Respectfully submitted,
Andrea Woodworth
Clerk, 6th Taxing District