

**MINUTES
COMMISSIONERS' MEETING
SIXTH TAXING DISTRICT, City of Norwalk
December 16, 2015**

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

PRESENT: Commissioners Tammy Langalis, Mike Barbis, John Ignieri, District Treasurer Jim Hendrickson, District Assistant Property Manager Jason O'Donnell, District Clerk Andrea Woodworth

ABSENT: District Fire Marshal and Property Manager Ed Carlson

Commission Chair Tammy Langalis called the meeting to order at 7:45 p.m. and welcomed all those in attendance. Since Commissioner Mike Barbis hadn't yet arrived, approval of the minutes of the November meeting was postponed until later in the meeting.

NEW BUSINESS

Residents Barbara Yallop and Kat Curtin gave a presentation on "Hands for Life" about the possibility of having a community non-certifying CPR course and placing AED's (Automatic External Defibrillators) at key spots around Rowayton. Their presentation was as follows:

- Each year 359,400 Americans suffer sudden cardiac arrest
- Each year 325,257 Americans die from sudden cardiac arrest
- Equivalent loss of life: 4 Boeing 747 aircrafts crashing and killing everyone on board each day of the year!
- Less than one in four receives CPR from a bystander and only about 7 percent of cardiac arrest victims survive
- Survival rates fall 10 percent each minute without CPR before emergency medical assistance

The goal of Barbara and Kat is to have a "Hands for Life" training event in Rowayton. They plan to do this on Sunday, April 24th at a time and location to be decided later. This event would train residents (without certification) in about a 15 minute session to administer emergency CPR.

MINUTES – December 16, 2015

Page Two

The organization, Hands for Life, is led by Dr. Tom Nero. It seeks to train residents of Fairfield County in Hands-Only CPR and in the use of Automatic External Defibrillators (AEDs), at the same time increasing access to AEDs. To date Hands for Life has trained over 20,000 people in Stamford, Darien and New Canaan in how to perform compression only (“Hands Only”) CPR and the use of automatic external defibrillators. This life saving technique is easy to learn and easy to perform, but most important, it can help save a life.

The goal of our Hands for Life Rowayton event: To make Rowayton one of the safest communities for cardiac arrest in Connecticut. This effort will also include education about heart disease and will improve the understanding of risk factors in order to enhance the overall health of our local community.

This will be a free event with training by Post 53 of Darien as well as local volunteers. We will run the event with a grant and support from the Rowayton Civic Association.

AEDs (Automatic External Defibrillators)

In addition to training and educating a large percentage of our community we hope to obtain and install AEDs throughout Rowayton in high traffic and likely used locations.

Where:

1. The External Wall of Rowayton Fire Department building to service “Downtown” Rowayton.
2. The exterior of the Paddle Shed to service the Community Center, Library, Dog Run, Potting Shed and Paddle Courts.
3. The Tennis Shack at Bayley Beach (above the ice machine to shield from elements).
4. The Rowayton School Field to service community athletics and events.
5. Pinkney Park to service Farmers Market and Town Events.

Placing AEDs – Where and How Many (from the American Heart Association)

1. Response time – 3 minutes from time of collapse of patient
2. Incidence Rate – Have events taken place there?
3. Volume and Risk – Number of visitors at a location
4. High-Risk Activity – health/exercise
5. Response Time of Emergency Services
6. Placement – Accessibility, phone nearby, training

How will we obtain AEDs?

1. Potential donation from Norwalk Hospital – Gudi Family donated 100 AEDs to Communities of New Canaan, Norwalk, Weston, Westport and Wilton.
2. Fundraising and/or Sponsorship

MINUTES – December 16, 2015

Page Three

Considerations:

1. Installation: Where and How?
2. Who will be responsible to install?
3. What enclosures will be purchased to protect from weather and theft?
4. Who will maintain? Checks and servicing contracts
5. Legal Protections – The Good Samaritan Laws

Good Samaritan laws protect those who offer help. There is also no liability for the municipalities in which AEDs are installed. The big issue is to get people to try to do something if they're confronted with someone in cardiac arrest. The faster you act, the more likely a person will survive such an event. These AEDs are foolproof as they give audio instructions and they will not shock a person who is not in cardiac arrest. The cost for maintenance would need to be covered by someone or some entity. The Sixth Taxing District would need to approve their installation and ownership. A private company would service them. The battery in the device is good for basically 4 years. Pads are good for 2 years. A set of pads would cost \$49.95. The District Commissioners indicated that they would be in support of this project. All those associated with this presentation were thanked.

OLD BUSINESS

Commission Chair Tammy Langalis brought up the subject of the possible sale of Greens Ledge Lighthouse. Brendan McGee, 101 Rowayton Avenue, stated that he had formed a non-profit organization which is in its preliminary stages. He wants to gain status to be able to put in an offer for the Lighthouse as the government is divesting itself of many lighthouses, Greens Ledge being one of them. He would like to stop it from going to a public auction. He has already garnered support from the Trust for Public Land and the Trusts for Historic Preservation. There are certain guidelines that have to be followed in being able to fund a bid for the lighthouse. Brendan wants to provide a vehicle whereby the town might become involved in the process. He is in the process of trying to get the government to accept his organization as an entity from which they will take an application. He is asking for the support of the Sixth Taxing District. Tammy indicated that the district would submit a letter of support whenever it is needed. A person or entity has 90 days to submit an application after the person or entity is given permission to apply. Brendan indicated that his purpose in heading this up is that he wants to make sure that Greens Ledge will stay as a lighthouse. Mrs. Langalis indicated that the 6th Taxing District will promote his bid as well as they can.

REPORTS

Commissioner John Ignéri reported that the Old School Bell which was formerly displayed in Pinkney Park has been moved to the Old School Field. Holly Diamandis facilitated the change of the name back to Old School Field. The city still owns the property but they were in favor of the name change and the designation as Old School Field.

MINUTES – December 16, 2015

Page Four

The driveway into Pinkney Park has been redone. There is not a circle anymore. New lamps were placed on the lamp posts since one was damaged. There will be some additional parking near the Barn.

Commission Chair Tammy Langalis reported that a light has been installed at the RR station that will shine down on the sidewalk. She also said there have been reports of a commuter walking across the tracks rather than taking the stairs to the opposite side of the station. They have alerted the MTA to this.

Sixth Taxing District Treasurer's Narrative Report To Commissioners' Meeting December 16, 2015

Handouts to Commissioners*: (statistical reports will be added at end of Minutes)

- Budget v Actual report as of November 30, 2015 for FY 15-16
- Treasurer's Report of Bank Balances as of November 30, 2015
- Capital Funds Project Balances report
- Report of Bills Paid in November 2015
- Budget Modification for Bayley Beach – Capital
- Budget Modification for Pinkney Park – Capital

Comments on Reports:

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

Events:

- We are awaiting feedback from the auditors on whether they recommend setting up a reserve on the balance sheet for the potential 6TD share of future revenue shortfalls due to property tax assessment challenges.
- We are working to set up a meeting date with the auditors to review the completed FY14-15 Financial Statements
- Letters to grantees have gone out. We have moved the response date to mid-December. as of Dec. 7, we have received only 2 grant requests.
- We have contacted Dept. Supervisors and Commissioners to begin submitting planned expenses and projects for the FY16-17 Budget preparation. Please submit these as soon as you can.

We would like to wish everyone a Happy Holiday Season!!

- Please note, these are preliminary drafts and not final audited reports.

MINUTES – December 16, 2015

Page Five

Dates of budget meetings will be posted soon. We have had a few more grant requests in the last several days. The Treasurer and the office is starting to to prepare budget packages. Mrs. Langalis indicated that we would accept grant requests up to January 15.

We are going, hopefully, to pass a couple of budget adjustment motions. The first is to re-appropriate available funds in the Capital Project Funds as follows:

- Bayley Beach Shade Tree Installation, account #3200-1, in the amount of \$5,000.
 - Bayley Beach Walkways, account #3200, in the amount of \$1,025
- to the following Capital Project:
- Bayley Beach Seawall, account #3200-3

This is necessary because of a typo in the original budget. We should have budgeted \$65,000 for the Bayley Beach Seawall but the budget had a shortfall in it due to a typing error. It was decided that, in future for big projects, an estimate will be resubmitted to the Treasurer’s office which would have made obvious the typographic error.

Chairwoman Tammy Langalis made a motion to re-appropriate and close the Bayley Beach Shade Tree installation, account # 3200-1 in the amount of \$5,000 and to re-appropriate and close the Bayley Beach Walkways, account #3230, in the amount of \$1,025 and to fund the Bayley Beach Seawall account #3200-3 in the amount of \$6,025. The motion was seconded by John Igneri and passed unanimously.

In the absence of Mr. Carlson, Assistant Property Manager Jason O’Donnell presented the following report.

Report of the Fire Marshal	November 2016	Ed Carlson
<u>Type of Activity</u>	<u>#</u>	<u># Man Hours</u>
Blasting Permits	***	***
Blasting Site Inspections	***	***
Building Inspections	3	4
Clerical (office) work		19
Fire Marshal Conferences	1	16
Career Development Training	2	6
Investigation(s)	1	1
Meetings: District monthly	1	2
<hr/>		
Total Man Hrs.		48

Remarks: CT IAAI Conference that I attended was very informative and new knowledge was attained.

Wishing everyone in Rowayton a Safe and Happy Holiday Season!

MINUTES – December 16, 2015

Page Six

Report of the Property Manager

December 2015

Ed Carlson

Community Center:

1. A full size stop sign and Do Not Enter signs have been installed at the new exit drive. This is to satisfy the CT State DOT requirement so they can sign off on the project.
2. The old Frontier office phone line has been disconnected. The two remaining Frontier lines are for the fire alarm call out to Tyco.

Bayley Beach:

1. The water has been turned off and all water lines have been drained for the winter.
2. All of the kayaks have been removed.
3. The floats have been removed from the water and are being stored in the beach parking lot.
4. Chips have been dumped along the fence bordering Roton Point and will be spread amongst the shrubs.

Pinkney Park:

1. The removal of the circle and repaving has been completed. Electrical conduits have been added to the barn and Marine building for future use.
2. New post lamps have been purchased from Klaffs and will be installed at the Park.
3. The bell tower has been moved to the Old School Field and a solar light will be installed.

RR Parking Lot:

1. Striping and crack filling of parking lots is progressing.

Jason mentioned that the floats need a little bit of repair which will be done in house. At Pinkney Park, the anchor is now surrounded by pilings and chain. Wendell had crushed shell installed around the anchor.

The RR Guards have reported that the parking lots are mostly full on Mondays. There is still concern about cars parked on Arnold Lane. There is a construction project going on in the street so it may be cars of construction crews parked there.

Report of the District Clerk

December 16, 2015

Andrea Woodworth

1. It's been very quiet. The usual groups are using the Community Center on a regular basis.
2. Loretta Krieger from Arnold Lane was called back with the information give to her husband that "No Parking" cannot really be enforced on Arnold Lane since that would also be enforced against residents and that would have to be an issue taken up with the Norwalk Police. Her husband said that other streets had accomplished this with waivers for residents. He said they would start a petition and look into this further.

MINUTES – December 16, 2015

Page Seven

3. I issued a replacement RR permit for a gentleman recently who said that the lot is always full and he has had to seek other parking on at least four occasions recently. He did say he was going in around 9 a.m.
4. Packer Soccer has confirmed the dates for its camps as June 20 – 24 and June 27 – July 1.
5. Jim Hendrickson and I spoke briefly one afternoon about the logistics of the issuing of RR permits as well as Bayley Beach permits to see if there is any way to streamline the process with new technology.
6. A resident who is planning her daughter's wedding here in early July asked if there was any way that the Moose could be removed for the event. I told her I was certain that it is a permanent fixture. They won't be using the Moose Room but people might come in and her vegan caterer will be using the kitchen. (The Moose will not be moved)
7. A resident asked if there was a polar plunge planned for Bayley Beach. I told her I didn't think so but a resident said there is always an impromptu plunge by some.
8. I received a copy of a letter of a grant request from the Rowayton Arts Center.
9. The status of the lease between the district and the Rowayton Gardeners for the Potting Shed was brought up. We'll look into the status of the lease to see if the completed document is ready for signing.

A local resident reported seeing a lot of teenagers hanging out at Farm Creek. That information will be passed along to Joe Jensen for investigation.

Commissioner John Igneri made a motion to approve the November minutes as submitted. The motion was seconded by Tammy Langalis and the minutes of the November meeting were approved as submitted.

Commission Chair Tammy Langalis announced that the January Commissioners' Meeting will be held on January 20, 2016 at 7:30 p.m. The dates of the budget meetings will be posted very soon when all can agree on dates.

Commissioner John Igneri made a motion to adjourn which was seconded by Commission Chair Tammy Langalis. The December 16 meeting of the Sixth Taxing District Commissioners was adjourned at 9:15 p.m.

Respectfully submitted,
Andrea Woodworth
Clerk, 6th Taxing District

