

**MINUTES**  
**SIXTH TAXING DISTRICT, City of Norwalk**  
**COMMISSIONERS' MEETING**  
**January 12, 2011**

**Rowayton Community Center**  
**8:00 p.m.**

The January 12, 2011 meeting of the Sixth Taxing District Commissioners was called to order at 8:05 p.m. by Commission Chair Tammy Langalis. Mrs. Langalis welcomed everyone and commended them for coming out on such a snowy evening. She introduced the Commission to everyone.

**Approval of the Minutes**

A motion to approve the minutes of the December 8, 2010 meeting as submitted was made by Tammy Langalis and seconded by John Igneri. The minutes were **approved** as submitted.

**NEW BUSINESS**

Mrs. Langalis decided to save Old Business for later in order to allow those there to make presentations to do so early. Mr. James Frayer introduced himself as being on the Library Board and began by saying that the budget request from the library was similar to those of other years. Mr. Frayer gave a short history and recitation of some interesting library statistics. He noted that the Rowayton Library has been serving district residents for 107 years. He pointed out facts in the PowerPoint presentation saying that the library was pretty much at its capacity in terms of the number of books available. They now have 16,098 books for adults, 10,781 for kids and 1,017 for teens. There are also 3,668 DVDs for adults and families and 671 just for kids. The library also offers audio books, downloadable eBooks (274), music CD's and 27 Wii games. They are especially proud of their new offering of downloadable eBooks and noted that the Rowayton Library is the only one in the area offering these books. The library is seeing a large influx of reference service requests. The library also partners with most all the organizations in town, especially in offering programs. 2010 saw 64,452 transactions. Over 4,000 residents have library cards and over 11,000 people attended library programs this past year. Their costs per transaction work out to 13 cents for each,

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made possible by the generosity of the Sixth Taxing District. Their budget for 2011-2012 includes \$174,513 from the district, representing 54% of their budget. They anticipate \$136,627 coming from fundraising projects. Mr. Frayer noted that their earned income, i.e. collection of fines, is up and anticipated to be \$7,000 for the year. The largest part of the expenses for the library is in payment of personnel which they project to be \$178,100. In noting the \$47,000 in fundraising costs, he emphasized that none of the District contribution goes to this portion of the budget. Their general and administration costs are up as they are now paying \$4000 for insurance that they had not done before this year as they were covered by the district. They have accounting fees of about \$10,000. Their yearly audits come back with no problems noted.

Mr. Frayer noted that the library is asking for a 6% increase in their funds request as their expenses are going up 6%. It costs the library \$3.52 per circulated item. He said that the funds they are awarded by the District will pay for the personnel. An additional \$3,587 personnel costs would be covered by fundraising.

Mrs. Langalis asked for a quick overview of their fundraising events. In addition to their annual fund raising drive, they are planning a "Dinner with Characters" that will bring in \$125 per attendee. They will again have the Father/Daughter Ball. It is so popular that there is some talk of having a Mother/Son Ball in the future. They will raffle a collection of Apple products this year instead of raffling a car as has been done in the past.

Mrs. Langalis thanked Mr. Frayer, the librarian Cynthia Johnson and the Library board members who had come out in support of the library request. She complimented Mr. Frayer on the nice presentation.

Mrs. Langalis recognized Emily Bryan who was in attendance to give a presentation on behalf of Shakespeare on the Sound. Ms. Bryan distributed a proposed schedule of set up, rehearsals and presentation of this year's production, "Much Ado About Nothing". She referenced a letter she had sent the Commissioners outlining the conditions that SOS proposed for the production. She announced that they would like to have the first performance to be on June 16. The play would run through June 26 daily, except for Monday, June 20. Emily said that "Much Ado About Nothing" is a shorter play than the 2010's "Othello". She said that about 8000 people had come to see the play this last year. SOS participates in a lot of school outreach groups. Rowayton School groups witnessed a rehearsal and all other phases of the production last year. There is a young people's group in Fairfield County that act as interns. Last year quite a few young people worked to give community service hours. Ms. Bryan said that this year's production is a lighter play and should be more "fun" for everyone. She said that Brendan's 101 will once again be providing food for purchase. SOS will, of course, help with remediation of the lawn after the performances. They also plan to continue the close communication with the immediate neighbors in order to answer any questions that might come up and to address any concerns in a more timely fashion. They propose to once again provide

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reserved seating. The same practice of allowing people to put down picnic blankets starting at 4 p.m. each day will be continued. They will again ask the policeman on duty to have a car visibly parked to help with security. They are also asking the city of Norwalk to make the officers' presence a mandatory duty.

Ms. Bryan noted that they plan for the stage to be in much the same location as last year. They will also, of course, provide proof of liability insurance to the District. The power installation will come in late May and should be out by the first of July.

Mrs. Langalis asked Ms. Bryan if she had had any response to the later installation of the fence. She noted that she had received no complaints and no comments about it. It will go up about two days earlier this year mainly because of accommodating a carpenter's schedule. Mr. Barbis asked if the fence might go up a bit later. Emily said that, although that would be difficult, they could leave a couple of panels off until the last minute which would allow people to see more of the progress of the set up. Ms. Bryan noted that the fence does help to keep the noise and light of the road down.

Mrs. Langalis also asked if there are any provisions for volunteers to monitor the crosswalk in case no policeman picks up the duty. Tammy said that it is essential that someone be there to monitor the crosswalk. Last year SOS gave the policemen a list of things that were required to be done. This proved helpful. Mr. Barbis noted that the District, as well as SOS, was sued after a woman fell and broke her arm several years ago. So, monitoring of all activities is essential. He also noted that the Commissioners are still working on coming up with a way to provide permanent power in Pinkney Park which would benefit not just SOS but any other groups having events in the park.

The next item on New Business is the requirement that sidewalks be shoveled in front of residents' homes. This is a city wide requirement and people should be reminded of it.

### **OLD BUSINESS**

John Verel wished to speak about any short term borrowing needs of the District. At the time of the application for a state preservation grant, we were required to set aside \$200,000 to fulfill a requirement by the state that we have the financing in place to cover the entire amount that we could receive from the state. Since the grant that was awarded is \$146,675 instead of the full \$200,000, we are able to release some of the set aside financing and allow the capital fund to be replenished by the \$53,325 that was borrowed from capital projects and is not now required to be set aside. In the meantime, we have asked the City of Norwalk for \$125,000 in short term borrowing which can be drawn upon.

As an update on the proposed Community Center project, Mr. Barbis noted that the bid

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packages will go out in February with the awarding of the bids in March. An April 15 start date is envisioned. This may not be too realistic, however. It is not clear what kind of lead time we will have to obtain the slate, for instance. There needs to be a project plan in order to determine our needed cash flow. We will have quite a lot of capital locked up and some other planned projects may not be able to be accomplished in the amount of time foreseen. One of the projects planned is the proposed permanent power availability in Pinkney Park. The Commissioners may be able to use some of the funds received from the film company to do Pinkney projects. There are also some beach projects and an upgrade of plantings along the perimeter of the Community Center property to be considered. The Rowayton Gardeners may be planning some more planting in one of the areas in question on the Community Center grounds.

Mr. Barbis also noted that the Long Range Planning Commission would like to hire a project manager to oversee the Community Center work. Mr. Verel noted that \$50,000 in soft costs was budgeted. Included in the \$350,000 was \$25,000 for a project manager. Mike Stein and Rob Frazier are in agreement on a person with whom they would be comfortable working. This person was also used on the library project. Mr. Barbis noted that he would like to defer to Mike and Rob in regards to selection of a project manager. Mrs. Langalis asked if the Long Term Planning Committee would come to one of the Commissioners meetings or to one of the budget meetings. Mr. Barbis indicated that he thought they would be attending the second budget meeting.

The District Administrator, Jack Robson, noted that there is still a question of whether we should hire someone to water the trees both on Highland and on the Community Center property this summer. Almstead will do this for an hourly rate of \$95. It would probably take 3 - 4 hours to water everything each time. Mrs. Langalis noted that we would not have to make a decision on this for some time.

Some needs for Bayley Beach were noted. They were the condition of the tables and the possibility of replacing some or all of the umbrellas.

In regards to our wish to have a new Community Policing officer assigned to Rowayton, it was reported that no response to our recent letter to the Chief of Police has been received. We will need to send another letter and/or have the Commissioners attend the next Police Commission meeting.

The inadequate speed limit signs which seem to have no effect on the traffic was also discussed.

### **REPORTS**

Commissioner John Igneri noted that the fire department has had several discussions about the value of the old pumper truck. It is valued in the neighborhood of \$2500 - \$5000. However, the needed repairs would cost approximately \$7500. Therefore, the

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truck has a value of \$0. There should be no problem with legally writing it off. We would need a letter from the chief to document its value. Our attorney, Peter Nolin, will provide a formal letter if we would like. John Igneri made a motion to donate the truck based on the provision of a proper authorization and clarification from our lawyer as to its value. Tammy Langalis seconded the motion which was **approved**.

Mr. Igneri also said that the lawn in Pinkney Park will have to be rehabilitated in the spring due to the damage done by the film company. They donated a proper amount to the District to pay for this refurbishment. John noted that there will probably need to be some temporary fencing set up so that the grass seed can be given time to take hold.

Commissioner Barbis had nothing further to report

Mrs. Langalis said that there were some issues with the shoveling of snow from the sidewalk under the RR track. Mike Hazzard has been asked to shovel that and the sidewalk on Belmont Place. Mr. Barbis said that Mike Hazzard had said he plowed at the RR station four times today. There is a problem of where to put all the snow. We may have to move the snow off site.

Mrs. Langalis said that she had sent a letter to Eugene Colonese in New Haven about our attempt to obtain a new lease for the RR parking lots. The previous letter she had sent was in the spring of 2008. No reply has been received from Mr. Colonese. However, she did have an answer from Julie Thomas in June 2008 stating that our lease would be on a month to month basis until there was an amended agreement in place. We have now waited two months for a reply from Mr. Colonese. She asked Mike Barbis if he could, perhaps, contact Senator Bob Duff and Rep. Terrie Wood to see if they might be able to facilitate resolution of this problem.

Jack Robson, District Administrator, has been getting estimates for repaving of the parking lots at the station. He is looking for some old records which would show the exact layout of the parking lots. The charts showing this would be helpful for contractors making estimates, especially since it is difficult to gauge the layout of the lots with all the snow on now.

Mrs. Langalis also mentioned that she had an e-mail from Cynthia Campbell complaining about the perceived chaos at the RR station in the mornings. Once the daily spots are all used, the guards may allow daily parking in unused permit parking spaces. We're at peak capacity now in the lot. The construction, and all the construction vehicles, as well as the snow, has made it more difficult for enough spaces to be found every day. The Norwalk PD was called by one of the guards to alert them to a DOT worker who had been parking on a sidewalk near the station.

Commissioner John Igneri mentioned that there have been reports of pebbles from

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the overhead tracks falling through and onto cars going through the underpass. Both DOT official Bordiere and Manafort have said they would take care of the problem, but nothing has been done. The Commissioners asked Mr. Robson to send e-mail messages to anyone who might help with this.

### **TREASURER'S REPORT**

Mr. Verel said that we are now in the budget building season for the next Fiscal Year. Budget meetings for the Commissioners will be on January 19, January 26, February 2 (if needed) and after the regular meeting on February 9. The first three meetings will all start at 7:30 p.m. and convene upstairs.

Copies of the current audit are available in the library at the Treasurer's office by request.

Concerning the Rowayton Community Center renovation, all necessary presentations to the city have been made for short term borrowing. We should have the \$125,000 available later this month.

W-2s will be going out in the mail soon.

It has been announced in many places that the 6<sup>th</sup> District has been awarded a state grant of \$146,675 for renovation. Mrs. Langalis noted that we owe our Treasurer, John Verel, our thanks for all the dealings he has had with City Hall. She was also on record as saying that she was most disappointed in the nasty "Hour" editorial about the borrowing.

### **REPORT OF THE DISTRICT CLERK**

1. I spoke with Jeff Gerwig of the former Rowayton Power Squadron. He intends to remove all the items from the closet/office upstairs to a storage facility. He expects to have that accomplished by mid February. (Jack Robson was told to feel free to start moving his files into that space and to stack the Power Squadron items in one place. Mrs. Langalis asked about the status of the park bench that the Power Squadron was to donate to Pinkney Park. She is concerned that there is a bench across from the Rowayton Market that is in disrepair. She was hoping that that may be replaced. Ed Carlson had proposed installing the Power Squadron bench downtown).
2. Rob Frazier and I worked together to get the grant contracts and associated paperwork ready for Mike to sign and have notarized. Rob also had a letter to sign before the papers could be returned. They were mailed Priority Mail to the Office on Culture and Tourism on January 10, 2011. Rob assured me that the REAL deadline date is January 15 and not January 10.
3. Dick Packer notified me that they have changed the dates of the soccer camp to

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June 27 - July 1 so as not to be beginning on a holiday when the CC would be closed. He has also proposed donating \$5/Grasshopper student as a "rental" fee for using the CC facilities and having the young children's soccer instruction on the front lawn. This is what he pays for using the Rowayton School Field for the older campers. ( I have put copies of the e-mail in each Commissioner's folder). **[The Commissioners agreed to the proposed "fee" plan].**

4. The February meeting is now scheduled to begin at 7:30 p.m. to allow more time for the budget meeting which follows it. Tammy had indicated that she would like to keep meeting times consistent, so would you like me to move the 7:30 p.m. start time for February 9 - or leave it as it has been posted. **[The Commissioners agreed to change the start time of the February 9 meeting back to 8:00 p.m.]**

5. I was contacted by a representative of the Paddle Tennis Association concerning their insurance. Their original lease states that they will reimburse the District for the cost of their insurance. This person can't find any record of having done so in the past. I referred him to the Treasurer's office for clarification. **[John Igneri will research the issue with our new insurance agent, HD Segur].**

6. Copies of the SOS request letter and the proposed schedule are in the Commissioners' folders.

<b>REPORT OF THE FIRE MARSHAL</b>	<b>December 2010</b>	<b>Ed Carlson</b>
<u>Type of Activity</u>	<u>#</u>	<u># Man Hours</u>
Blasting Permit(s)	***	***
Blasting Site Inspection(s)	***	***
Building Inspection(s)	2	3
Clerical (office) work		21
Fire Marshal Conferences	1	1
Career Development Training	***	***
Investigation(s)	***	***
Meetings: FCFMA	1	2
District	1	2
(Other) Temporary structure inspection	2	2
(Other)		
(Other)		
		Total Man Hours: 31

Expenses:

Remarks to the Commissioners: Grant received from Fireman's Fund towards purchase of Thermal Imaging Camera

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**REPORT OF THE PROPERTY MANAGER      January 2011      Ed Carlson**

**Community Center:**

1. I have placed a Hav-A-Hart trap in the attic to deal with squirrels that have been heard in the area.
2. I am looking into the purchase of covers for the thermostats to deter people from turning up the heat at random.

**Bayley Beach:**

1. I have given Joe Blasovic permission to park construction worker cars during the day. He is building a house on Bell Island.

**Pinkney Park:**

1. An alarm was transmitted on 12/27/10. This was during the wind and snow storm. It was determined that the shades blew into the path of the sensor.

**REPORT OF THE DISTRICT ADMINISTRATOR      Jack Robson**

**Rowayton RR Bridge**

Snow removal from the walkway under the RR bridge continues to be a problem. I contacted Hal Alvord at DPW and asked if he would instruct his snow plow driver that handles Rowayton Avenue to be careful not to push snow from the road up onto the walkway under the bridge. Mike Hazzard, who does the plowing for the District, will personally shovel any snow that collects on the walkway between the two stairways when he is there plowing out both sides of the RR parking lots. Craig Bordiere has defined responsibilities for the clearing of snow at the RR parking lot. DOT clears the platforms and stairs connected to the platforms. The Sixth Taxing District is responsible for the parking lots and the bridge underpass. DPW will plow the road (Rowayton Avenue) that runs under the bridge. I have asked Hal Alvord to instruct his driver to use caution when plowing under the bridge and not push the snow back up onto the walkway.

Icicles still form under the bridge. I have contacted Craig Bordiere about this. We approached DOT at this time last year and they said it would be fixed. It apparently has not been corrected. The icicles present a danger to passing traffic and pedestrians alike. I am still waiting for a reply.

Heavy snow has hampered the snow removal process at the railroad. Mike Hazzard is doing what he can to pile the snow and still leave parking spaces. The heavy snow is preventing him from clearing all the parking spaces. He may have to remove the snow to another location if we wish to retain the original number of parking spots. (Jack was going to suggest to Mike Hazzard to push the snow to the front of each parking space so that all parking spaces would be usable but with slightly shorter spaces for each one).

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**Pinkney Park**

Movement from the old windows and doors, due to heavy winds, seems to be part of the reason the alarm system continues to go off. I would like to suggest that we have a carpenter/contractor look at the entire building and see if he has a simple solution for making these areas more secure outside of replacing the problem windows and doors with new ones. (It was suggested that the RHS might try tacking the curtains down to keep them from moving).

**Community Center**

The Long Term Planning Committee is recommending that we do not pursue the hair dryer vs. paper towels in the wash rooms.

Mike Hazzard will replace the panic bar components by the end of the week.

We haven't heard back from Mike Hazzard about a solution for a fix of the legs of one of the game tables. We need to get an estimate for fixing the electronics on the arcade game.

Tammy Langalis suggested that the sheer number of e-mails was getting out of control. She asked that only those directly involved in the subject of the e-mail be copied on them. It is not necessary to copy everyone on everything.

A motion to adjourn was made by John Igneri and seconded by Mike Barbis. The meeting was adjourned at 10:00 p.m.

Respectfully submitted,  
Andrea Woodworth  
Clerk, 6<sup>th</sup> Taxing District

