

**MINUTES
MONTHLY MEETING
SIXTH TAXING DISTRICT, City of Norwalk
November 18, 2009**

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

The November meeting of the Sixth Taxing District Commission was called to order at 8:00 p.m. by Commissioner Mike Barbis. Mr. Barbis introduced John Igneri, the new Commissioner who is replacing Ed Kweskin. Mike again thanked Mr. Kweskin for his many years of service.

The first order of business was to select a new chairperson of the Commission. Mr. Igneri made a motion **to select Tammy Langalis as the chair**. The motion was seconded by Mr. Barbis and was approved.

Mrs. Langalis took over the chairperson's duties for the rest of the meeting. She first welcomed and congratulated John Igneri on his election as 6th Taxing District Commissioner. She thanked him for being available to serve the District.

The minutes of the October 14, 2009 meeting were approved as corrected by District Clerk Andrea Woodworth.

NEW BUSINESS

The first order of new business was to be a discussion of the new recycling rules and use of the green bins. The chair recognized Suzanne Breyer, who was present along with Christine Smith who was representing the Girl Scouts. Suzanne went on to explain a program that has been underway at Rowayton School to encourage more recycling during and after lunch. Girl Scouts take turns monitoring the collection bins and are there to make sure that which is recyclable gets in the appropriate bins. This program has been a great success, so much so that they now need more bins in which to collect the recyclables. Their request for help from the District will be addressed at budget building time.

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Mrs. Langalis stated that the District's garbage collection contract will soon be put out to public bid. The Clerk was directed to place an ad in the newspaper in January announcing the opening of bids for the trash contract. Tammy also mentioned that the green recycling bins for recyclable paper will most likely be available at the Gardener's Christmas Market on the first weekend in December.

Mrs. Langalis mentioned that it had come to the Commissioners' attention that the bathroom at the library had become plugged several times. At Tammy's request to have signs posted in the bathroom to remind people to not put paper towels in the toilet, Cynthia Johnson noted that such signs have already been posted in all the bathrooms in hopes that parents will monitor the situation.

Phyllis Padro, president of the Rowayton Gardeners, introduced herself. She described a project that the Gardeners are taking on with the help of DPW, Parks & Rec, and hopefully the Rowayton community, to clean up the overgrowth around the Rowayton School pond. She noted the overgrowth of many invasives which are threatening the health and even life of some large trees. There is also a lot of poison ivy there as well as thorny thickets. At least one bench there has been vandalized and what is left is very dangerous. She hopes to obtain a permit for a community clean up and planting day which will benefit the entire community by rehabbing the pond area. She distributed a proposal by the Gardeners to the Commissioners requesting financial help from the District for this work. She also hopes to involve the students and staff at Rowayton School and will look into other avenues for possibilities for funding.

Mr. Barbis commented that he thought this entire effort was terrific and promised that the Commissioners will take this budget request very seriously. He suggested that we may be able to enlist some pro bono work from local landscapers.

Gail Jaques spoke next on behalf of the dog owners who bring their pets to the dog field. She noted that the fencing on the north side of the dog field is deteriorating. It was earlier suggested that if the dog owners could raise at least half of the money needed to repair that fence, that the Property Manager Ed Carlson and his staff would do the work needed to repair the fence. However, now a larger project is envisioned and, in consultation with Mr. Carlson, they would like to fence a slightly smaller area that would leave the greenhouse and the area of the septic tank out of the dog field. This would provide Mr. Carlson greater access to these areas without disruption of the dogs and owners using the field. Asked about their thoughts on the time frame of such a project, Ms. Jaques said that they would hope to get started right away before the ground freezes. They propose to keep the split rail on the north side of the park but reline it with wire fencing. Ms. Jaques displayed a diagram that she had prepared showing the scope of their request. They would also very much like to have a fence (i.e. a deer fence) which would be installed in front of the stone wall on the west side of the property in order to close escape paths that dogs have used in the past. There are some other escape avenues

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near the paddle courts that need to be closed.

When asked about possible financing, Mr. Barbis noted that there is no money allocated for this in this Fiscal Year. With that in mind and at the request of the dog owners, **the Commissioners approved the concept of the installation of the fencing requested if the dog owners were able to finance the entire project. The District would allow Mr. Carlson and his staff to do the labor to install the fence if this were the case.**

June Klopfer wanted to reiterate the problem with invasives on the District property. She encouraged the dog owners to be good citizens of the community while they enjoy the dog field provided. She encouraged them to pull out any weeds that they see. This will enhance the beauty of the property for all of those who use it. She also reminded dog owners to please be sure dogs are on leash until they are into the park. She encouraged the education of the dog owners as to the various uses of the property in order that it can be better enjoyed by all.

The Long Term Planning Committee next made a presentation about the work they have done so far and what they hope to accomplish in the future. Rob Frazier, Mike Stein, Megan St. John and Joe Carter were there to speak to this. Commissioner Mike Barbis and District Administrator Jack Robson have also been a part of this committee. Mr. Frazier stated that they all love this resource, i.e. the Community Center, and hope to ensure the future of this property by doing the proper planning. They have had a survey done and are actively seeking more information about the Community Center building. Their first step has been to document what is here. Many people have ideas and everyone needs to have a voice about what happens to this property. To that end, there needs to be a planning process. Questions to be asked are, for example, how is this building to be used, what are the potentials of this property and what are the basic technical issues that we are facing? The building hasn't been properly treated in many years. The primary focus of this committee in the beginning has to be the roof. They hope to maintain the building by starting with the roof. It is a slate roof, which is expensive to maintain. However, once it is repaired, it will last a long time. The \$50,000 that was asked for before and has not been used yet is thought to be better spent in a larger project than in a piecemeal way. They are now requesting \$150,000 in additional money to secure the envelope of the building. They would also like to do some emergency work on the out buildings. They feel that the insides of the building constitute a longer term dialogue. They will ask for \$25,000 to redo the ceiling and the lighting in the Moose Room to make it consistent with what is now enjoyed in the library. They envision installing a permanent projector and screen in order to make the room more of a multi-use room. It should be this to be a good home base for those groups now using the room. Lighting is a big part of that. What they propose would be a much more efficient system of lighting that could be micro managed as well as being more esthetically pleasing. Needless to say, it would also be more energy efficient.

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Their third request deals with hiring a structural engineer to look at the load bearing capacity of the upstairs floor. It is unclear what the support is. They would like to ascertain whether or not it needs any enhancement to make it safe to carry the load that it may be asked to carry.

Another issue would be making the center handicapped accessible to comply with the tenets of the ADA. In response to a question from June Klopfer, it was noted that the 6th District had authorized this committee and its work.

Their budget request of the 6th Taxing District is for \$200,000. \$50,000 has already been approved, but not used. So they are really asking for \$200,000 of "new" money and the ability to use the \$50,000 budgeted for this year (which has not yet been spent). The \$200,000 breaks down as:

- \$150,000 for slate roof work
- \$ 25,000 for long range planning work
- \$ 25,000 for interior ceiling work (lighting, ceiling tiles, AV equipment) as well as engineering analysis of structure of second floor. The team recommends adding this year's budgeted \$50,000 to the requested \$150,000 so that there would be \$200,000 available next year to work on the slate roof. Commissioner Igneri asked about timing and when they would need the funding. The Committee members answered that this would be done in several stages.

The topic of discussion over the winter would center on what makes sense to do in view of the availability of funds and the "packaging" of projects. Ideally, they would start with the roof. Joe Carter noted that it is hard (and not cost efficient) to do half a roof. The whole roof needs repair, but you only need to do it once. This will not be a total replacement of the roof, but a repair only. The ridges, valleys and gutters are the most important and the most problematic. A structural engineer would need to look at the whole thing. Mr. Robson noted that he is still waiting for a report from a structural engineer who has taken a look at things at the Community Center. Once they see this report, they will have a better idea of what we're looking at in terms of needs for repair and shoring up.

The Committee distributed a proposal to the Commissioners to consider in the budget planning process. The Commissioners thanked the Committee for all their hard work on this proposal.

Cynthia Johnson, the librarian, reported that she has been corresponding with a Rowayton new business owner who is now deployed in Iraq with the American military. He has proposed that if we would send him an American flag, he would see to it that it is flown on a combat mission. This would all be documented for us and would, hopefully, be used in a ceremony here when we receive the flag and use it for the flag at the Community Center. She hopes to have students from Rowayton School and/or Boy Scouts/Girl

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Scouts to be involved in a ceremony noting the history of this flag and honoring the service of our military. She asked permission to pursue this. **The Commissioners gave Cynthia Johnson permission to accept a flag with a history of being carried on a combat mission in Iraq and returned to Rowayton to be flown at the Community Center.**

Tammy Langalis suggested that we might do a mailing to our military overseas with toiletries, socks, etc. (or whatever is needed). Cynthia mentioned that she is already sending boxes with paperbacks to members of the military in war zones. She would be glad to include whatever else we would wish to send.

The chair recognized Doug Bora who spoke about his history in Rowayton and his love for the village. He wished to thank the Commissioners for their service to the community. He also thanked various other members of the community, singling out Joe Jensen and Frank Fay. He mentioned that he would like to see sidewalk work done in the village as many of the existing sidewalks are very much in need of repair, for safety reasons if for no other. He would very much like to see the installation of brick sidewalks. This would enhance the beauty of Rowayton, he feels. He asked the Commissioners to please try to do these things. Mrs. Langalis thanked Mr. Bora for his observations and for his long history of service to the community.

A written agreement with 140 Rowayton Avenue Associates was on the agenda. The need for any further agreement will be researched.

REPORTS

COMMISSIONERS

Commissioner Mike Barbis reported that he and Commissioner John Ignieri had had a meeting at City Hall to ask that the intersection at Roton Middle School be addressed. He stated that safety was an issue with the way things are now. They are also concerned about the traffic in front of Rowayton School. They asked the City to address the need for more sidewalks and the repair of those already there. They especially mentioned the need for sidewalks on Cudlipp Street. Bunny Scott asked if there were any maps that showed the property lines in Rowayton. Her concern stems from some neighbors who have large overgrown bushes on (she feels) city property that obscure lines of sight for the streets.

Commissioners John Ignieri had no report and Commissioner Langalis had nothing further to report.

DISTRICT CLERK'S REPORT

1. It's been a very quiet month as far as special requests are concerned. All the

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previously remaining RR parking permits have now been spoken for and there are two people on the active waiting list, and possibly one more in the wings.

2. Today, especially this morning, was very heavily scheduled at the Community Center. All the groups slated to use the Community Center were contacted either by phone or e-mail to encourage car pooling and/or walking for those who could, to alleviate potential parking problems. Ed Carlson noted that there were not parking problems today.

3. I have provided Ed Carlson with a letter on District letterhead to indicate that the District has owned the old rack truck from 1990 to the present. This was to facilitate the sale of the old rack truck.

4. Cynthia Johnson is asking for permission to hang a fund-raising thermometer sign on the fence during the Annual Fund Raising Campaign for the Library. The sign would not go up until after the Gardeners' Christmas Market sign comes down and would be removed on Martin Luther King's birthday at the end of the appeal. **APPROVED.**

PROPERTY MANAGER'S REPORT

November 2009

Community Center:

1. I met with the dog park committee to discuss the fence extension and other issues. They have been actively collecting money for it.
2. The J-D Gator is back. We have filled the crankcase with Kerosene to try to free it up.
3. The leaf box (for the rack truck) is completed and working well.
4. I am requesting approval for purchase of two side step running boards for the new truck at \$225.00/pair. **APPROVED.**
5. A large leader from a maple tree came down in the wind storm. The brush was removed by the State DOT after I contacted them.

Bayley Beach:

1. The water has been turned off and the pavilion winterized.
2. All chairs and benches have been stored in the pavilion.

Pinkney Park:

No report

(Mr. Carlson met with the city's bike rack installer. They have installed the foundations [concrete footings] for the bike racks at Bayley Beach and at Pinkney Park. Everyone seems to be happy with the placement of the bike racks).

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FIRE MARSHAL'S REPORT

October 2009

<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	***	***
Career Development Training	2	9
Investigation(s) Car Fire	1	2
Meetings: Construction	1	1
District Monthly	1	2
(Other)		
Oil Tank removal inspection	1	1
(Other)		
		Total Man Hours: 39

Expenses:

Remarks to the Commissioners: I visited the Nursery Schools during Fire Prevention Week (to talk about fire prevention and safety).

DISTRICT ADMINISTRATOR - Jack Robson

Community Center Trees on Highland Avenue & McKinley

Brown & Company Tree Specialists are scheduled to start removing and trimming trees around the Community Center on Friday, December 4, 2009. The trees to be removed are as indicated on the removal list from Round Meadows Tree Plan for the Community Center, except the Bradford Pear trees on Highland Avenue. (The City will take down the Bradford Pears in the spring).

I met with Hal Alvord and Paul Sotnick last week to discuss the removal of the 8 Bradford Pear trees on Highland Avenue. The state rep, Jim Barnes from DOT, has the last say on whether or not the trees can be removed. We are leaving this problem with DPW as they are responsible for the maintenance of State owned property on Highland Avenue. The cost to remove, trim and cable trees as planned is: **\$7,500.00.**

Brown & Company do not grind stumps, but use another source. Larry Brown said that the best and cheapest time to do the work would be in January or February. He can put me in touch with this company when the time comes. (Since we are not cutting down the Bradford Pears ourselves, the \$1600 allotted for this can be used for other things. The City needs permission from the state to remove Bradfords, but they will). All the brush will be chipped. All the usable wood will be cut to manageable lengths for residents to

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remove. All the wood chips will be placed wherever we want them. DPW gave me a source that they use for tree purchasing and planting. I spoke with them and they said that they would honor the same pricing arrangement as they give the city. I will know in a few days what is available and the costs. I was advised not to plant the Red Oak now, as they are on the endangered list for late fall planting, unless they have already been uprooted and are balled. The company is the Almstead Tree & Shrub Care Company located in Stamford.

Community Center Fire Escape

The Fire Escape has been completely repainted. The sill under the fire escape door has been replaced with oak. The structure is sound and safe.

Community Center Building Structure

James Grant & Associates looked at the Community Center 2nd floor a month ago while he was here inspecting Pinkney House. I have called him several times about his report on both buildings, but still nothing. He said last week that he would try to get this to me sometime this week. (Mr. Robson is still waiting for the report).

Community Center Meeting Room Panic Bars

To purchase and install two panic bars for the main meeting room doors would cost approximately **\$1,500.00 APPROVED.**

Community Center Barn & Garage

Some time ago we proposed that 9 old windows from the garage be replaced with new ones. We also proposed to remove the old doorway and to fix it to match the existing building and to paint all 9 windows on the outside. **Estimate: \$5,875.00**

Accident Report

Damage to the fence and stone wall on McKinley was reported to our insurance agent. The accident report and damage estimates were forwarded by our insurance agent to Chubb Insurance on November 6, 2009. We are waiting for a reply.

Pinkney Park

I installed 96 multi-colored Mylar pinwheels along the inside edge of the seawall over the weekend. About 75% seem to be spinning. As the wind direction changes, it's necessary to do a daily inspection to adjust for wind direction so they will continue to spin. Favorable comments have come from users of the park while I was there installing. **Cost \$68.30.**

One man said that the golf course uses a fake coyote and it seems to scare off the geese. They can be purchased through hunting shops, I'm told. I have uncovered some other possible ways to create a disturbance for the geese, if warranted. The device is called "Whirligigs". They are wooden and much larger and very decorate. Cost \$25 to \$38

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each. Size 18" long with a 16" spinner. They are mounted in the ground and stand about 30" high. These operate like a wind vane and in doing so rotate to catch the wind. We would only need about 4 of these units if used. But, they might be prone to theft.

ClamDigging, the Library, RCA and the Historical Society have been notified of the pinwheel installation. Hopefully this will bring the pinwheels purpose to everyone's attention and prevent children from removing them.

I have called "Doggydoonot" for help in cleaning up the goose poop. They will look at the problem and get back to me with a price for a one time clean up. Once the area is free of the droppings, I will be able to monitor the effectiveness of the pinwheels. They said it is easier to keep geese away if they fly in. If they walk in, it is harder. **We have fly-in types!**

Pinkney House and Barn

The painter "Nice & Neat" has power washed and sealed the Pinkney House and Barn roofs. **Cost \$2,900.00.**

Pinkney House

Once Ed and his crew have time, and all the leaves are down, the gutters need to be cleaned out. There is a down spout connection at the rear of the top floor that is loose. This needs to be reconnected when the gutters are cleaned.

Pinkney Wash House

Carl Heise did a good job of fixing the leak coming into the entrance ceiling. Wendell reports everything is dry for now. The top floor ceiling appears to be dry again. That seems to have been as expected, caused by the power washer on the roof. Pressure forced the water in under the roof cap and worked its way down one of the rafters, then to the upstairs office ceiling. All is dry now! **Cost: \$500.00.**

Ambler Park

Norwalk Sign will be making a sign that reads "AMBLER PARK". The size of the sign will be 12" x 18". The sign will be wood and supported by one 4" x 4" post. The sign will be installed on the Wilson Avenue side about 15 to 20 ft. in from the road.

Cost: \$150.00,

Another Option: A sign that measures 36" x 24" and is supported by two 4" x 4" posts. This would be a better proportion for identifying Ambler Park. **Cost: \$500.00.**

The Commissioners approved going with the first option at \$150.00 and the sooner the better.

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Ambler Parking Lot

East Coast Irrigation has shut down service to the sprinkler system. I was expecting an invoice from 140 Rowayton Avenue Associates. I called John Saco about this and he said we had not received a bill because the meter had ceased to function and no one knows when it had stopped recording usage for our property. I read the meter the day service stopped, as did John Saco. What John Saco is doing to correct this is to have East Coast Irrigation figure out what the usage should be based on three days off and one day on. They know fairly close what this will work out to based on pressure and time the sprinklers run. When John gets the results, he will pass this on to us. A new meter will be installed for next year's use.

RR Parking Lot

The guard shack guards have requested a new window for the west bound side. They feel this is necessary so they can readily see cars approaching when they are in the shack. **\$774.00** (Mrs. Langalis mentioned that she had priced comparable windows at Home Depot at \$120 each. She asked Mr. Robson to check into those) I have since learned that the guards want **two new windows** for the same guard shack. One would be for viewing the end of the parking lot and one for viewing the entrance to the parking lot. That total would be approximately **\$1,550.00**. I would recommend one window be installed that would face towards the entrance, as a narrow window already exists for viewing the north end of the lot. The guards need to stand up to see out this window. **The Commissioners approved only one new window on the west side of the shack.**

A "Stop & Pay Guard" sign was requested. Norwalk Sign has proposed a plastic sandwich board 2' wide x 3' high. **Cost \$325.00**. Add \$125.00 if the message were to be put on the blank side, i.e. "Thank You".

Two signs for the "Daily Parking" section have been requested. **\$130.00**. Installation would be extra **\$100.00**. Perhaps Ed Carlson could install them to the metal platform railing and save us the \$100.00. **Ed Carlson will do it so the cost of the two signs should be \$130.00 only.**

Bayley Beach

I have received a reply from Sue Jacobson, the Senior Environmental Analyst who is with the DEP in Hartford. If we wish to do anything related to the wetland area around the ball park, I need to submit an application for a permit. **Cost \$200.00**. A permit requires a description of what we want to do and how we will do it. I contacted a company called McVac. They specialize in Environmental Remediation among many other cleaning and excavating services. Their proposal is to vacuum the sediment from the existing drainage area. They would then place a fabric filter on the bottom and the sides. They would place 6" to 10" of rip rap stone on top of the fabric. The stone would help with the drainage sediment and limit future growth of weeds.

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Costs: **\$3,350.00 daily** includes a cleaning crew, one vacuum truck, two technicians.

Hoses and hand tools.

Disposal of sediment **\$125.00 per ton** if Norwalk does not have a site.

Rip Rap Stone @ **\$24,00 per ton.**

Filter Fabric (rolls of 4 x 300) @ **\$125.00 per roll.**

Time to complete is one to two weeks.

Daily rate for cleaning based on an eight hour day, portal to portal from New Haven, CT.

Approximate total: \$35,000.00. (Mr. Robson thinks this number might be a little low.

\$27,200 was allocated in the past for this purpose).

Mr. Robson and Mr. Barbis discussed not knowing what the biggest problem is. Mike thinks that we should go after WeeBurn to help pay for this as they use it to drain a lot of water. We do need an engineer's report. If the sea gate is not functioning, that's another problem. Mr. Barbis suggested continuing to monitor this).

Bayley Beach Parking

I am working on a plan to improve the parking situation at Bayley. A proposal of pouring concrete islands to divide the lanes and give the grounds more of a presence as a parking lot would help. It would be possible to plant Black Pine trees within these islands. They are maintenance free and would withstand the salt air. Paving the grounds would not be necessary at this time. I have been talking to Joe Grasso about this, and it is feasible. We are still working out the details. Another possibility, suggested by our treasurer, Andy Conroy, is to purchase telephone poles and use them as the divider for lanes. (Andy asked as to the dimensions of a grown black pine. Bunny Scott suggested that Black Pines are indigenous to this area).

TREASURER'S REPORT

Andy Conroy and Nancy Heubeck

Andy again told us that Nancy Heubeck is going to fill in for him when he can't be here.

Nancy said that they propose to give this sort of report quarterly or semi-annually with the exception of the first quarter. It would be difficult to do a budget v. actual that early in the Fiscal Year. When we do the budget, it will be easier to compare one specific period against a similar period from another year. These reports are really more for guidance rather than a completely accurate accounting.

Commissioner Igneri reported that he had attended a briefing this afternoon which he found to be very informative and helped to get him up to speed on the finances of the District.

Andy said that it was great to have Nancy's help now. And, the state basically told us that we needed to have a redundancy built into the staff for the Treasurer's office.

Nancy told us that the auditors have now finished their field work. Last year we retired an entire bond.

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Questions asked concerned whether or not we have the money already allocated to fix the sidewalk at the beach. Mr. Barbis asked Mr. Robson if that should be done this fall. It was also noted that we never used the \$ allocated to blow out the gutters at the Community Center. Mr. Barbis also stated that we should fix the oil tank. These are things that need to be maintained. **The Commissioners approved proceeding with three projects already budgeted. They are 1) sorting out the detection system on the oil tank at the Community Center, 2) figuring out the timing and then proceeding with the repair of the concrete walkway at Bayley Beach, and 3) hiring a service to clean and blow out the gutters and drains at the Community Center.**

Andy Conroy said that the Treasurer's office has recently sent out letters to the usual groups that request funds of the District asking them to submit their requests to the Treasurer. He would like to get all those requests in by the end of December.

OFFICER JOE JENSEN'S REPORT

Joe Congratulated John Igneri on his election as Commissioner. He reminded us that the Community tree lighting, "Light Up Rowayton", is slated for December 6. He will be in attendance. Mrs. Langalis thanked Officer Jensen for providing the speed trailers as often as he has been able to. They are very effective. They have recently been positioned on Highland Avenue near Roton Middle School and near the Community Center. Joe did mention that it takes a couple of days after deployment of these trailers for the batteries to be recharged.

Mike Barbis mentioned that he had heard of a lot of break-ins in Darien recently. Joe said that he hadn't heard of many in Rowayton, but a lot in Norwalk. He mentioned that a volunteer from the Rowayton Fire Department who is also a cop spotted a robbery in progress and the suspect was apprehended.

Officer Jensen said that he frequently patrols in the Ambler lot and at the beach to discourage any inappropriate teenage behavior. There have been some instances of graffiti appearing on signs.

Ed Carlson asked if anyone knew who had cut down the bushes at the Community Dock. Mike Barbis answered that it was Andy Glazer, as part of the terms of his permit to develop 65 Rowayton Avenue. These terms included doing \$25,000 worth of work at the City-owned Community Dock. This included not only replacing pilings but also landscaping. Mr. Barbis acknowledged that a juniper tree was removed that should not have been. Other things will be planted in its place. There is going to be a new ramp installed there as part of the planned work.

The meeting was adjourned at 10:30 p.m. by Commissioner Tammy Langalis

Respectfully submitted, Andrea Woodworth, 6th Taxing District Clerk

