

**MINUTES  
COMMISSIONERS' MEETING  
SIXTH TAXING DISTRICT, City of Norwalk  
December 14, 2011**

The meeting was called to order at 8:10 p.m. by Commission Chair Tammy Langalis. She welcomed attendees and reminded everyone of the 49<sup>th</sup> annual "Come to the Light" Christmas pageant to be presented on Saturday, December 17, 2011 at the Rowayton School field before she introduced the Commission.

Approval of the Minutes of the November meeting was put off to the end of the meeting as a few members of the Commission were yet to arrive.

**NEW BUSINESS**

District Treasurer John Verel described the need to create a District audit committee to receive and evaluate bids from auditing firms to act as the Auditors for the District. It is required that periodically this work be put out to bid. Towards this end, a motion was made by Tammy Langalis "to appoint Jim Frayer and John Ignieri to join the Treasurer, John Verel, as members of the Audit Committee, to begin immediately". The motion was seconded by Leslie Lawrence, 18 Range Road. Treasurer John Verel introduced Catherine Rapfogel, Auditor, who gave a report on the recently completed audit of the Sixth Taxing District. She described the audit as an unqualified success. The District earned the best audit result possible. The audit report is available for public examination with a copy in the library. Ms. Rapfogel thanked John Verel and Nancy Heubeck for all their support during the audit.

Mrs. Langalis introduced Erin Baylis Combs who presented a concept for possible future use of the Greenhouse. Mrs. Combs spoke of her experience in gardening both in a business setting and in educational endeavors. She became interested in the Greenhouse on the Community Center property and dreamed of how it could be utilized for the benefit of the entire community. She mentioned many programming ideas if the space

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was ever made available. She foresees a "Potting Shed" which could be a non-profit entity which leases the space from the District. She has a lot of ideas about the potential use of this space and foresees it as a town space with perhaps a Discovery Garden for children, among other things.

Mike Barbis explained some of the context for entertaining ideas from the community. The Long Range Planning Committee for the Community Center, which is chaired by Rob Frazier and of which Mr. Barbis is a member, has finished Phase I of a long term plan which was the replacement of the slate roofs on the buildings at the Community Center. Phase II to start this spring will address the rehab of the rest of the exterior to include windows, doors and stucco. In the interim, Phase I½ will address some safety issues of an electrical nature as well as the heating and air conditioning systems of the Community Center. They will also address the issue of a buried oil tank. Phase III will see a series of community conversations with a facilitator to hear positive ideas from the community. This winter the committee will be having discussions with community organizations to get their input. This idea about what can be done with the Greenhouse is an example of a positive approach from members of the community. What the Community Center can be and what the community wants it to be will be the focus. Mr. Frazier, 158 Highland Avenue, said that Phases I and II have and will address the exterior, or the "envelope" of the property. Woody Woodworth, 2 Crooked Trail, asked if a garden could be maintained in the area under question because of a potential lack of light. That is not currently being considered a problem. As of now there are a number of Norway maples along the stone wall that are slowly destroying the wall with their roots. Mr. Barbis noted that we should be taking them down, although that is quite an expensive project. Betsy Bain, 78 Wilson Avenue, said that a nice partnership with the city, the district and the Rowayton Gardeners has been established especially in reference to work down around the Rowayton School pond. Phyllis Padro of the Gardeners has had remarkable success in convincing the city to help get some things done there. Mr. Frazier in his capacity as a member of the Norwalk Tree Alliance has also worked closely with the city. The dogwoods that have been planted along Highland Avenue came from the city. Mr. Frazier noted that the people interested in the Potting Shed project are asking the Commissioners for some seed money in the budget for the next Fiscal Year.

Mrs. Langalis thanked Erin Combs for her very detailed presentation and beautiful professional plans that were submitted to the Commission.

Mike Barbis spoke briefly about some residents who wished to create a seasonal ice rink at Bayley Beach. It is envisioned as being a 30' x 50' rink and would be paid for and maintained by a volunteer association. Mike said he has been in touch with the interested parties who have been working on details for about 2 - 3 months. The installation and operation of the rink wouldn't cost the district anything. They are looking at the possibility of creating an association similar to the paddle tennis association to run it.

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However, work is still being done on the operating details. A question was asked about insurance requirements. There is currently no additional insurance required from the tennis association or the paddle association. This would probably fall into a similar category. John Igneri will investigate this question further, though.

### **OLD BUSINESS**

The Commissioners have received a request to have a wedding reception at Bayley Beach on October 6, after the regular season. All of the conditions are being discussed with the interested party. The beach director, Don Wilson, will have already left town, so some additional personnel would have to be hired to facilitate the event. However, this event could be a good source of revenue for the district. If agreement can be had on the conditions, we will proceed with this.

### **REPORTS**

**Commission Chair Tammy Langalis** said that she had recently attended a SWRPA meeting. She passed out a list for our files of all the people who are involved in the operation of the Metro North stations along the line. Rowayton RR Station's parking lots are running at 95% capacity all the time. We have the highest utilization rate up and down the line. Additionally, she said that she had received a reply from Eugene Colonese of the CT DOT to her letter requesting cooperation in adding additional parking spaces at the Rowayton RR Station's westbound lot. Mike Barbis said that the Commissioners will eventually contact the nearby neighbors if such an expansion is undertaken. We want to be sure that an expansion would not unduly affect those neighbors.

There is ongoing work being done by the DOT at the station house. The soffits have been replaced and new gutters are coming.

**Commissioner Mike Barbis** said that the Commission has been working with Shakespeare on the Sound and with the Rowayton Civic Association to help facilitate use of Pinkney Park in July. SOS plans now foresee rehearsals and initial play schedule to be in Greenwich and their production moving to Rowayton in July. (SOS will present a more detailed plan at the February Commissioners' meeting).

CT DOT has finally finished the sidewalk under the overpass at the Rowayton RR Station. There is now a sidewalk on both sides. The City of Norwalk is opposed now to the installation of railings separating the sidewalks from the roadway. There is still a leak from the overpass. District Administrator Jack Robson has repeatedly brought this to the attention of the proper authorities without any remediation occurring.

The plan of the City of Norwalk for the roadway of Rowayton Avenue near the

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train station is scheduled to get underway early in 2012. Commissioner John Igneri, a newly elected member of the Common Council, is on the DPW committee of the Common Council, where he will voice our concerns.

**Commissioner John Igneri** said that CT DOT would like us to take over the station house at the RR Station. He feels that there would be no advantage to us to do this.

Mike Barbis said that engineering studies will be done on Phase 1½ by the Long Range Planning Committee for the Community Center. Phase 1½ will address the heating and air conditioning and electrical safety issues at the Community Center. They hope to finish this work before air conditioning is needed this summer.

Rob Frazier, 158 Highland Avenue, chair of the Long Range Planning Committee, said that the committee will be putting out the engineering and HVAC work of Phase 1½ to bid. By the middle of February, the committee should have a clearer picture of what bids have been received and what the work will entail.

Mr. Frazier also spoke of the presentation given earlier by Mrs. Combs. He said that his committee would be working with Erin and others to determine if the plan is something that we might want to implement. They are requesting some start up funds from the district for the next fiscal year, but they would do fundraising if the concept went to implementation. Commissioner John Igneri asked if it would make sense to evaluate the building as to its suitability. That, of course, would occur if the plan proceeds.

The Commission extended their heartfelt sympathies to Property Manager and Fire Marshal Ed Carlson on the death of his father. Ed thanked the Commission for its donation of food for the reception after the service.

REPORT OF THE FIRE MARSHAL	Ed Carlson	NOVEMBER 2011
<u>Type of Activity</u>	<u>#</u>	<u># Man Hours</u>
Blasting Permits	***	***
Blasting Site Inspections	***	***
Building Inspections	2	3
Clerical (office) work		19
Fire Marshal Conferences	1	1
Career Development Training	1	3
Investigation(s)	***	***
Meetings: District Monthly	1	3
(Other) Oil Tank removal insp.	1	1
(Other) Plan Review	1	1
<hr/>		Total Man Hrs. 31

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Mr. Carlson reported that the old ladder truck was taken to Norwalk yesterday for some repairs and is now back. In about a week it will be heading to the company that is facilitating the donation of the truck to Argentina.

REPORT OF THE PROPERTY MANAGER                      December 2011                      Ed Carlson

#### Community Center

1. The circulator for the third floor heating zone was replaced.
2. The toilet in the basement was rebuilt with new parts inside the tank
3. A new ballast was installed in a library fixture (warranted)

#### Bayley Beach

1. The water is off and all fixtures winterized
2. The Carry All vehicle is back in service

Fall Cleanup has been completed at all properties

Ed mentioned that the Library Board is looking at installing a hand dryer in the library bathroom. Ed suggests we may ask to get a group price to see if it might be cheaper to install them in all the bathrooms at the same time.

Ed also said that there is wood on the Community Center property that is available to any resident who wants to pick it up. Some of it is split and it comes from silver maple trees.

Tammy asked if the part of the Bayley Beach sign that indicates that dogs are not allowed could be covered until April 1. The Commissioners approved allowing dogs on Bayley Beach from November 1 - April 1.

#### REPORT OF THE DISTRICT TREASURER

John Verel

Attention was drawn to the three hand outs from the Treasurer which were the P&L Budget vs. Actual by Account, the Treasurer's Report for the end of November 2011, and a Recap of Phase I Sources and Uses of Funds (and current funds available for Phase II projects). As shown, there is \$48,295 available for Phase II projects. Because the Commissioners have the flexibility to temporarily move funds earmarked for other projects (but not spent), the District is able to meet its financial needs of the grant application of Phase II without having to borrow.

The budget process begins next month. The meetings will be on January 18, January 25, February 1 and February 8 (if needed, prior to the monthly Commissioners' meeting). They will all begin at 7:00 p.m. and be scheduled in the upstairs meeting room.

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The Treasurer has received a number of grant requests to be addressed during the budget meetings.

#### **REPORT OF THE DISTRICT ADMINISTRATOR**

Jack Robson

#### **FEMA Pre-Application Meeting**

FEMA called last Monday to set up a pre-application meeting. I arranged for them to meet us at the CC on Tuesday, December 6 at 3:00 p.m. Two FEMA representatives conducted the meeting. Ed Carlson was also present at the meeting. Five other applicants from other areas in Norwalk attended as well. The purpose of the meeting was on how to define "categories" for each claim.

Categories consisted of the following:

Debris, Emergency Protective Measures, Roads and Bridges, Water Control Systems, Buildings and Equipment, Utilities, Parks and Recreation.

All accepted claims will be covered up to 75% of the total expense. The other 25%, if it is to be claimed, can be presented to insurance carriers or applied for through a grant.

I have attached a copy of the "leave behind" material for the Commissioners to read.

FEMA will call after the New Year to start the preliminary review of our claims. They will sit with us until they are satisfied we have supplied all the necessary back-up needed for them, as it relates to each claim. FEMA will then take our claim and review it for consideration.

#### **Community Center**

Mars Electric has dug the trench for two Rockford Pole light installations. The electrical inspector needs to approve the trench depth and method of installing the electric before the next step is taken. Concrete bases will be poured on site. Mars expects to complete the two light installations by the end of the week.

Wood is being stored on the lawn next to the down slope to the lower parking lot. This wood comes from trees that are being cut down in the Ambler Wet Lands. The wood is for the public to take.

Silvestri Fencing has repaired the fence next to 41 Highland Avenue.

#### **Pinkney Park**

The tree behind the wash house has had the damaged limb removed.

The problem telephone lines for Pinkney security have been corrected by AT&T. I have asked ADT to follow up on this and am waiting for his reply.

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I am requesting that the mail box at Pinkney House be removed. The Historical Society has a working P. O. Box # 106. All mail related to the Historical Society should be delivered to that Box #106. All mail related to invoices from vendors servicing Pinkney House and other buildings should be addressed to the Sixth Taxing District P. O. Box #246. Those vendors will get a reminder notice on using the correct address when conducting business. In the past some vendor invoices have found their way into the 177 Rowayton Avenue mail box. This has caused some confusion with the Sixth Taxing District. Due to this problem, vendors mailing to 177 Rowayton Avenue have sent the District late notices for invoices not paid. Mail is not expected at Pinkney House and if it is delivered incorrectly, it can be left unnoticed in the box for months. *(Commissioner John Igeneri made a motion which was seconded by Commissioner Mike Barbis to remove the mailbox from Pinkney House. The motion carried).*

### **Bayley Beach**

The damaged fence behind the basketball court has been repaired by Silvestri Fencing.

The (3) stumps behind the basketball court have been removed.

DPW has received the final draft from our engineer and is proceeding with the process of installing a Tideflex Valve to replace the older, less efficient Flapper Valve as it drains into Farm Creek from Bayley Beach.

### **Ambler Wetland Trees**

Larry Brown has corrected all the problem trees related to Hurricane Irene. The tree behind 152 Rowayton Avenue has been taken down as well. All usable wood has been moved to the Community Center for the public to take.

### **RR Stones**

The large stones will be removed from their storage area this Thursday and placed on Sixth Taxing District properties. They will be placed in designated locations on each property, hopefully by the end of the week.

(Mrs. Langalis told the District Administrator that she felt the leaf removal needed to be done at the Rowayton RR Station, as well).

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

Andrea Woodworth

1. I received a letter from (about to be) new resident John Lawton re: the installation of a required fire hydrant near 15 Witch Lane. It was suggested at the last meeting that the neighbors in the area might be inclined to contribute to the installation charge of a new hydrant. Since Mr. Lawton and his wife are yet to move in, they are hesitant to approach

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the neighbors as newcomers to ask that they help with the cost of this hydrant. Is there anything that the 6<sup>th</sup> TD could do to help with this matter? I've included a copy of the letter from Mr. Lawton and the cost estimate of the hydrant installation in each of the Commissioners' folders. *(The Commissioners repeated their position that they are not in a position to do this, stating that the hydrant requirement was known at the time of the property sale. They didn't feel it was appropriate that the district solicit the neighbors for financial help with this. They declined to set a precedent in this case).*

2. I have also included copies of a Disaster plan recommended by our insurance carrier for the Pinkney House and Park. The HD Segur representative suggested that similar plans should also apply to all the District properties.

3. The Library would like to ask permission to hang a banner on the fence near the front gate of the Community Center as a reminder of the annual financial appeal from the Library. The banner would be removed on January 17, 2012. *(The Commissioners approved this request)*

4. A Thank You letter has gone to Alice Morrison and David Rudulski who contributed two pine trees and one holly tree to be planted at the Community Center

5. A Thank You letter to Joe Jensen was sent thanking him for his efforts in graffiti removal around town. Holiday wishes to Diane and Joe were extended.

6. A letter was sent to the Mutual Aid Training Group in Mahopac, New York, stating that the Commissioners have approved the donation to them of the old ladder truck with the understanding that they will facilitate its donation to a fire department in Latin America.

7. A letter was sent to Mr. Eugene Colonese at CTDOT informing him that the Commissioners would like to add additional parking spaces in the westbound parking lot at the Rowayton RR Station and asking his support.

8. A letter from the Commissioners was sent to Harold Alvord, Director of the Norwalk DPW expressing concern about the aggressive traffic on Wilson Avenue in Rowayton where it meets Bryan and Crest Roads. The Commissioners let him know that they wish to see traffic calming measures taken at this location. A letter was also sent to Chief of Police Harry Rilling encouraging active enforcement of traffic laws in this location.

9. Harold Alvord, Director of DPW was also sent a letter asking that the crosswalk planned and budgeted for in front of Roton Middle School be put in place. This issue was also brought up in a letter to the Norwalk Common Council.

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10. Dick Packer would like to again hold his Packer Soccer Camp for Grasshoppers (pre-school) on the Community Center grounds. He would make a donation to the District for each camper. He is currently looking at three weeks (the last week in June, and the first two weeks in July). He is hoping to schedule two weeks' of camps this year. He has been informed that the Community Center is closed on July 4 if he chooses that day. *(The Commissioners asked that the Clerk determine the schedule for that week this last year to see if additional traffic and parking might be expected this year at any of those times. She was also asked to check with Ed Carlson to see if there were any issues with the camp last year).*

Commissioner Mike Barbis said that he had seen Community Policing Officer Mike Silva near the intersection with Wilson/Crest/Bryan several times. He also said that Officer Silva said that the report of a "home invasion" of a resident's home last month was inaccurate. There had been an attempt to enter but it could not be considered a "home invasion".

District Administrator noted that there is no sign on I-95 prior to Exit 12 indicating that no through trucks are allowed on Rte. 136 through Rowatyon. There is a very small sign at the base of the exit ramp with that information. Tammy said that she will contact Senator Bob Duff to ask that this be corrected.

The minutes of the November 16, 2011 meeting were approved as submitted.

A motion to adjourn was made by John Ignieri and seconded by Tammy Langalis. The meeting adjourned at 10 p.m.

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