

SECOND TAXING DISTRICT COMMISSIONERS

Regular Meeting Minutes

October 15, 2019

Present: Maria Borges-Lopez Vice Chairperson
Harold Bonnet
Robert Burgess
Mary Mann
Sandra Stokes
Martha Wooten-Dumas

Absent: David Westmoreland

Also Present: Paul Yatchko General Manager
Lisa Roland District Clerk
Eric Strom Director of Customer Care
Lori Walker Director of Finance & Services

Public Present: None

The meeting was recorded in its entirety.

Call To Order:

Commissioner Borges-Lopez called the Regular Meeting of The Second Taxing District to order at 7:03 p.m. on Tuesday, October 15, 2019. The meeting was held at South Norwalk Electric and Water, One State Street, Norwalk, Connecticut.

1. Acceptance of the Minutes:
 - 1.1 Regular Meeting Minutes of September 17, 2019

Minutes were approved with one abstention. Commissioner Wooten-Dumas abstained. (2019-10-15-1.1)

Public Participation

No members of the public were present.

CONSENT AGENDA

2. Quarterly Electric Write-Offs – July 1, 2019 through September 30, 2019

Commissioner Wooten-Dumas moved to accept the write-offs. Commissioner Burgess seconded.

REGULAR AGENDA

3. Keep Norwalk Beautiful – Thanksgiving Community Dinner – South Norwalk Neighborhood Association

This is an annual item that is budgeted for and fully supported by the Commission and General Manager.

Commissioner Mann moved to approve the donation. Commissioner Burgess seconded. Commissioner Wooten-Dumas abstained.

The motion to donate \$1500 to the Thanksgiving Community Dinner was approved. **(2019-10-15-3)**

4. Draft Annual Meeting Schedule – 2018/2019 Audit Report of the Second Taxing District

The draft schedule was provided for planning, awareness and discussion only.

Paul Yatcko explained that although this draft schedule was prepared last week for presentation this evening, more recent conversations with the auditing firm, MAWC, indicate that they will not be able to support it. The draft audit report originally scheduled for November 8th will not be ready until approximately December 1st. However, as required by the Commission’s Charter, there will be an annual meeting on November 19th and “something” will be presented to the electors at that time, albeit not audited financials.

Commissioner Stokes asked why the delay. Paul Yatcko cited a number of reasons including “documentation left in shambles” from the previous audit thus placing an added burden on the new Director of Finance & Services, a slight delay in our request for OPEB information, and a delay by the State in providing CMERS pension information.

No action was required.

5. Management Update

Reservoir Status:

The reservoirs are at 55% of capacity. Available storage is 705 million gallons which is approximately 150 million less than average at this time of year. The last month or so has been particularly dry, and the weather mild, prompting vegetation and trees to continue to soak up water. Rain is expected within the next few days. First District is close to their first drought warning trigger, but we at the Second District are still okay.

Mall:

Nordstrom's and eleven other shops opened over the last weekend.

SNEW is not quite done with its work at the site. We were scheduled to install the final two cable runs and a switch in manhole #130, but a large crane was sitting on the manhole, construction of which was incomplete, and then the manhole inadvertently paved over. SNEW attempted to rectify the situation, but was told to hold off until after the grand opening. This work needs to be completed.

A 6 way switch needs to be installed by Walgreen's. The switch has been backordered since the late spring/early summer. The manufacturer expects delivery to be made in November. In the interim, any necessary switching can be accomplished manually.

Additionally, a redundant water meter on the Bloomingdale's side of the property needs to be installed in order to bypass the existing meter in case of an emergency or issue.

All accounts have been activated and are being billed.

Water Outages:

A main break on Pine Street caused flooding of 3 or 4 cars. The break occurred a little bit away from a previous break in the same area. Although the cause was not officially determined, paving had been done the day before. The break occurred right at the seam between old and new pavement. It is possible that vibrations from equipment shook things up.

In light of the two breaks in the same area, Commissioner Mann asked if that particular water main should be considered for replacement. Paul Yatcko replied that he felt the heavy vehicular traffic due to the Mall construction played a role and they would be keeping an eye on the area.

Commissioner Burgess asked if it was the paving company's fault. Paul Yatcko replied that he couldn't say that with certainty since no digging had been done.

Nine Electric outages:

- September 18th - SNEW entered a manhole on Bates Court and Martin Luther King to shut off a few customers in order to support contractors working in the Bates Court area.
- September 18th - 74 customers on Ann St had to be shut off for about 3 hours so that electricians could perform work in the area.
- September 18th - two more forced outages in support of the outage on Ann Street.
- September 22nd - 21 customers on Elizabeth Street were out for an 1 hour 12 minutes due to biological contact,

- September 26st – 17 customers on Arbor Drive and Arbor Court were out for 49 minutes due to a biological contact that blew a cutout on pole 531.
- October 5th – 4 customers on Hemlock Place were out for an hour due to bad service to the house. Service was replaced.
- October 8th – 1 customer at 123 Water Street was out for 14 minutes. The cause was unknown.
- October 10th – 1 customer on Windsor Place was out for 4 hours due to a bad secondary connection.

Water Filtration Plant:

Phase I of the budgeted membrane system replacement project has begun.

In addition, a leak was detected in the raw water line. This is the only pipe that connects the reservoir to the plant. A bypass line needs to be engineered and built prior to attempting any repairs.

Commissioner Stokes asked how long it would take to build a bypass line. Paul Yatcko replied that he didn't know yet, but they were currently working on the piping specifications.

Adjournment

Commissioner Wooten-Dumas moved to adjourn. Commissioner Burgess seconded.

The meeting adjourned at 7:24 p.m.

Attest:

Lisa G. Roland
District Clerk