

SECOND TAXING DISTRICT COMMISSIONERS

Regular Meeting Minutes

October 20, 2020

Present:	David Westmoreland Harold Bonnet Mary Mann Sandra Stokes Martha Wooten-Dumas	Chairperson
Absent:	Maria Borges-Lopez Robert Burgess	Vice Chairperson
Also Present:	Alan Huth Lisa Roland Scott Murphy Eric Strom Frank Murphy, Esq.	General Manager District Clerk Director of Electric Operations Director of Customer Care Tierney, Zullo, Flaherty & Murphy
Public Present:	none	

The meeting was recorded in its entirety with the exception of Executive Session.

Call To Order:

Chairman Westmoreland called the Regular Meeting of The Second Taxing District of the City of Norwalk to order at 7:00 PM on Tuesday, October 20, 2020. The meeting was conducted via web conference call originating from a Fairfield County, Connecticut location.

Public Participation

No members of the public were present.

1. Acceptance of the Minutes:

1.1 Regular Meeting Minutes of September 15, 2020.

Commissioner Wooten-Dumas moved to accept the minutes. Commissioner Mann seconded.

The minutes were approved unanimously.

1.2 Special Meeting Minutes of September 24, 2020.

Commissioner Stokes moved to accept the minutes. Commissioner Wooten-Dumas seconded.

The minutes were approved with one abstention from Commissioner Mann.

CONSENT AGENDA

2. Quarterly Electric Write-Offs: July 1, 2020 through September 30, 2020

Commissioner Stokes moved to accept the write-offs. Commissioner Mann seconded.

The write-offs were approved unanimously.

REGULAR AGENDA

3. Keep Norwalk Beautiful – Thanksgiving Community Dinner

Alan Huth spoke. This is an activity that SNEW has supported over the last few years by contributing \$1500.

Commissioner Stokes moved to approve the grant. Commissioner Bonnet seconded.

The contribution was approved unanimously.

4. Appointment to CMEEC Board

SNEW currently has one Member Representative, David Westmoreland, and two Alternates, Eric Strom and Alan Huth, serving on the CMEEC Board. The organizational documents of CMEEC allow each member to appoint two members and two alternates. As a result of Alan Huth's recent appointment as General Manager, it is appropriate that he serve as a Member Representative. Additionally, it is proposed that Scott Murphy be added as a second alternate. Dawn Delgreco would continue as Community Representative.

Chairman Westmoreland read the resolution:

RESOLUTION

APPOINTMENT OF NEW MEMBERS
TO
CMEEC BOARD OF DIRECTORS
TRANSCO BOARD OF DIRECTORS

BE IT RESOLVED that the Commissioners of the Second Taxing District hereby appoint Alan Huth (current Alternate CMEEC Board Member) as Member Representative to the CMEEC and CMEEC TRANSCO Boards and appoint Scott Murphy as Alternate on the Board of Directors of CMEEC and the Board of Directors of TRANSCO, effective immediately.

CERTIFICATION

THE UNDERSIGNED Clerk of the Second Taxing District of the City of Norwalk certifies that the above is a true and correct copy of a Resolution adopted at the legally convened meeting of the Second Taxing District Board of Commissioners held on Tuesday, October 20, 2020.

Lisa Roland
District Clerk

Date: _____

Commissioner Wooten-Dumas moved to accept the Resolution. Commissioner Mann seconded it.

The Resolution was accepted unanimously.

5. Management Update

General Manager Alan Huth presented.

Reservoirs Status & Demand:

This past Monday the reservoirs were at 38.6% capacity. Since then we have had a rain storm of 2.4" which increased supply by 8% to 46.8% capacity and back to the first drought trigger. The third drought trigger, if we get to it, would be at 32% capacity.

Mandatory irrigation bans have been enacted, until further notice, by SNEW and the City of Norwalk. SNEW has reached a cost agreement with Aquarion to purchase water should the drought worsen. The need will be reevaluated in mid-November. Water demand is down to 4.5 million gallons per day whereas our annual average is 5 million gallons per day. Some days in the summer we can get close to 7 million gallons per day.

Safety:

It has been 454 days since the last recordable accident.

SNEW continues to monitor the COVID-19 situation.

Water Main Breaks:

We have had no water main breaks since the last meeting. However, year to date, there have been a total of 18 which is less than the average of 28 per year. In this past year, we have made 90 leak service repairs.

Electric outages:

9/21 – affected one customer on Robins Square for 15 minutes,

9/25 – affected fifty seven customers for about half an hour,

10/11 – affected twenty six customers for 1.2 hours,

10/20 – affected six customers for 1 hour, 20 minutes due to a Mylar helium balloon.

Water Quality Update:

We have been having a difficult time with taste and odor due to lower than normal reservoir water levels. With cooler temperatures, these conditions are starting to improve. We are currently working with consultants regarding techniques to quality.

Accounts Receivable Update:

There hasn't been any notable changes in receivables since the last meeting. Collection notification resumed two days ago on 10/18.

Draft Audited Financials:

It is anticipated that the draft financials will be available to present at the December Regular District Commission Meeting, which is about a month later than usual.

The 2021-2022 budgeting process has begun early.

Chairman Westmoreland asked if an audit meeting would still need to be called for November and the audit results deferred to a later date.

September Financials:

These financials are presented in the package. The District has a net loss of \$20,000 for the month of September. Electric has a net income of \$89,000 and Water has a net income of nearly \$286,000.

NISC Integration:

Integration is moving forward with the accounting, GIS (mapping) and outage management modules.

Chairman Westmoreland asked for the time frame. Eric Strom responded. The accounting system will go live March 22nd of 2021, with the mapping portion going live about a week later, and the outage management functions going live on about June 1st.

Chairman Westmoreland asked if budgeted versus actual finance reporting be available when the accounting portion goes live. The answer was in the affirmative. Mr. Strom added that the complete budgeting process would be accomplished in the new software.

With Mr. Huth having nothing further to add to the meeting, Chairman Westmoreland asked Lisa Roland to get the signed resolution to CMEEC the next day [Wednesday, 10/21] so that Alan Huth and Scott Murphy could participate in the next CMEEC meeting on Thursday, October 22nd.

Adjournment

Commissioner Mann moved to adjourn. Commissioner Stokes seconded.

The meeting adjourned at 7:25 PM.

Attest:

Lisa G. Roland
District Clerk