

SECOND TAXING DISTRICT COMMISSIONERS

Regular Meeting Minutes

July 16, 2019

Present: David Westmoreland Chairperson
Maria Borges-Lopez Vice Chairperson
Harold Bonnet
Mary Geake
Mary Mann
Sandra Stokes
Martha Wooten-Dumas

Absent: None

Also Present: Paul Yatcko General Manager
Lisa Roland District Clerk

Public Present: None

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

Call To Order:

Commissioner Westmoreland called the Regular Meeting of The Second Taxing District to order at 7:01 p.m. on Tuesday, July 16, 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 May 21, 2019

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

Minutes were approved with one abstention. (2019-07-19-1.1)

1.2 Electors' Meeting Minutes of May 21, 2019

Commissioner Borges-Lopez moved to accept the minutes. Commissioner Wooten-Dumas seconded.

Minutes were approved. (2019-07-19-1.2)

Public Participation

No members of the public were present.

REGULAR AGENDA

2. Management Update

Paul Yatcko presented.

Reservoir Status:

Reservoirs are at 91.5% capacity as we are moving into the high demand period. Available storage is 1,100,055 million gallons which is 25 million more than is the average for this time of year.

Mall:

All eleven transformers have been set. Ten have been energized. There is still a small portion of cable that needs to be re-pulled into a conduit that was damaged. Switches to provide for the redundancy the system design calls for are to be installed during the summer months. The 6-way switch is expected to be delivered this month.

Water:

There have been no water main breaks. Smaller leaks are being repaired as they are found.

Electric outages:

There have been 22 separate events over the last two months. The more significant ones were:

- May 28 – 39 customers were taken out of service for 75 minutes to clear away vines growing up into the wires.
- June 9 – 75 customers were out of service for 72 minutes due to animal contact.
- June 12 – 168 customers were out of service for an average of half an hour due to the failure of a switch in manhole 27. Some customers were out for up to 5 hours. The affected areas were parts of North Main, Flax Hill, King Drive, and Monroe Street.
- June 16 – 277 customers were out of service for an hour and a half due to a blown fuse on Couch Street. A visible cause was not found but was believed to be animal contact.
- June 19 – 51 customers were out of service for about 40 minutes due to animal contact.
- June 21- 45 customers were out of service for 40 minutes due to a switch failure in manhole 47
- June 24 – 59 customers were out of service on Monterey for 84 minutes

- due to bird contact.
- June 30 – 157 customer were out of service for almost 3 hours due to an underground cable failure between manholes 25 & 26.
 - June 30 – another 3 outages occurred, all due to high winds and lightning during the thunderstorm.
 - 76 customers were out of service for 20-25 minutes in the area of Monroe, Madison, and Washington.
 - 101 customers were out of service for 6.2 hours in the area of South Main, Ely Avenue, and part of Water Street due to a primary wire being knocked down.
 - 166 customers were out of service for one hour and 12 minutes.
 - July 5 – 80 customers were out of service for 90 – 95 minutes due to a blown cutout fuse on Bouton Street. The cause was undetermined although a Mylar balloon was observed to be tangled in the primary wire and is suspected to be the culprit.
 - July 14 – 329 customers were out of service due to a switch failure in manhole 25, tripping the breaker for circuit 5. Most customers were out for an hour and a half. A small pocket of customers on North Main Street were out for 8 hours and 40+ minutes.
 - July 15 – 272 customers were out of service for less than 10 minutes in the area of North Main, North Water, Madison Street, Monroe Street, part of the train station, and part of Washington Street due to a switch failure taking circuit 4 out.

Commissioner Westmoreland asked if all the switch problems were related to old gas insulated switches. Paul Yatcko responded in the affirmative. The switches are 30 years old and starting to fail. There is some money in the budget for replacements but the switches are expensive at 20 to 30 thousand. There are 11 remaining in circuits 4 & 5.

Commissioner Burgess asked for the location of manhole 25. The response was North Main.

Staffing:

The long time standing Facilities Maintenance employee, Giovan Cenatiempo, retired. The position will be filled. A contracted cleaning service was considered but the idea was scratched after consulting with the attorneys.

The Financial Analyst, Archer Anasco, resigned about a month ago on two weeks' notice. The position will be filled by a temporary contractor until the skill set wanted for the position can be determined. It is a non-union position, and potentially the position may be filled on a temp-to-perm basis.

Commissioner Burgess commented that he would like to see aggressive recruiting of qualified minority candidates within the City of Norwalk and surrounding areas

to fill these open positions.

Paul Yatcko stated that if SNEW were to receive good qualified candidates, especially within the District, he would be happy to hire them.

Commissioner Westmoreland asked where the positions postings were circulated. Paul Yatcko's response was that it depended upon the job. A professional position posting like that for Financial Analyst would probably be posted on Indeed or LinkedIn, and also in the local paper. The Facilities Maintenance position was posted on Zip Recruiter.

Commissioner Westmoreland asked if the postings could be provided to the Commissioners. Paul Yatcko responded that he could provide the Financial Analyst posting. The position of Facilities Maintenance had already been interviewed for and they were ready to make a selection.

Commissioner Borges-Lopez asked if a "spec" with job responsibilities and qualifications could be provided. Paul Yatcko's response was that job postings were essentially built from the position descriptions taken out of the Manual.

Commissioner Burgess made the suggestion to send postings to minority churches in order to recruit minorities. Commissioner Westmoreland expressed that the Commissioners could circulate the postings on their own to get the word out.

Adjournment

Commissioner Borges-Lopez moved to adjourn. Commissioner Wooten-Dumas seconded.

The meeting adjourned at 7:15 p.m.

Attest:

Lisa G. Roland
District Clerk