

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
November 8, 2023**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, November 8, 2023, at 4:35 pm.

Chairman Demicco called the meeting to order with Comm. James Derusha present. Also, in attendance was Kenneth Sullivan, Director of Utilities. With two Commissioners present, a quorum was met.

AGENDA #2 CONGRATULATE AND WELCOME COMMISSIONER JAMES DERUSHA ON HIS APPOINTMENT TO THE BOARD:

Director Sullivan stated that he had received a letter appointing James Derusha as a Commissioner to the Jewett City Department of Public Utilities Board of Commissioners starting in October to December 31, 2024. Congratulations were given to Comm. Derusha for his appointment to the Board to finish Richard Throwe's term.

AGENDA #3 MOTION NEEDED TO CORRECT THE MINUTES OF THE REGULAR BOARD MEETING HELD ON SEPTEMBER 13, 2023:

After some discussion, Comm. Derusha made the motion to correct the September 13, 2023, meeting minutes that stated Agenda #10 to read Agenda #7 and to correct Agenda #11 to read Agenda #8. Chairman Demicco seconded the motion, with both in favor the motion passed.

AGENDA #4 APPROVE THE MINUTES OF THE MEETING OF OCTOBER 4, 2023:

Comm. Derusha made the motion to approve the minutes of the regular meeting held on October 4, 2023 as written and presented prior to the meeting. The motion was seconded, with both in favor the motion passed.

AGENDA #5 READING OF COMMUNICATIONS:

Director Sullivan stated that we received Talcott Resolution's confirmation of additional funds received into our pension fund.

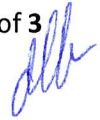
AGENDA #6 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he attended various CMEEC meetings and the Borough of Jewett City monthly meeting.

AGENDA #7 RATIFY THE VERBAL DECISION TO RENEW MEMBERSHIP WITH THE AMERICAN PUBLIC POWER ASSOCIATION AND PAY THE DUES FOR DECEMBER 2023 THROUGH NOVEMBER 30, 2023:

Director Sullivan explained the importance of the American Public Power Association and recommended staying a member of the association. Chairman Demicco made the motion to ratify the verbal decision to renew our membership and approve paying the annual membership dues in the amount of \$2,290.29. The motion was seconded, with both in favor the motion passed.





Comm. Comfort came into the meeting at 5:40 pm.

AGENDA #8 REVIEW DOCUMENTATION DETAILING PRICING INCREASE FOR 2024 TANTALUS TECHNICAL SUPPORT AND MAINTENANCE AGREEMENT:

Director Sullivan explained that Tantalus Systems Inc. are our support system for the type of AMI meters that were installed a few years ago. He stated that there is an increase of \$1,230.00 in the annual maintenance and support cost from last year. After some discussion and explanation of what they support, Chairman Demicco made the motion to approve the annual maintenance and support of Tantalus Systems Inc. and pay the cost of \$11,096.50 for calendar year 2024. The motion was seconded with all in favor.

AGENDA #9 DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATED BUY-IN FEE POLICY:

Director Sullivan stated he wanted to thank Tim Sharkey, Borough Warden, for the suggestion of contacting the Borough Attorney. Director Sullivan informed the Commissioners that he had contacted the Borough Attorney, Duncan Forsyth, for a legal opinion on what the buy-in fees can be used for, especially paying the monthly CWF loan cost. Director Sullivan stated that he received a letter of legal opinion from Attorney Forsyth stating that the Buy-In Fees can be used for capital purchases and paying down debt. Director Sullivan stated that the Buy-In Fee Policy was in need of updating to allow these items and was enclosed for their review. After some review and discussion, Chairman Demicco made the motion to approve and accept the revised policy entitled "Buy-In Fees" as revised and presented. The motion was seconded with all in favor.

AGENDA #10 SEWER UPDATE:

Director Sullivan informed the Board that there was a blockage issue on Wilson Street and it was found by our operator there is a manhole and a sewer line there that is not on our map. He stated that there were roots in the line that needed clearing by C&J Construction and it was the only house affected. He also stated that some investigating would have to be done to find where the manhole line goes.

Director Sullivan stated that he attended the Borough meeting to be sure everyone is aware that the WWTP is 20-years old and many items are failing. He stated that he informed them that funds are needed to pay for maintenance and capital items in addition to being able to use Buy-in Fees. He stated he informed that that he was invoking a 9.75% sewer user rate increase at this time, with the hope that the bond request of \$680,000.00 would still come through, and that he has been in contact with Rep. Brian Lanoue and by email from Gov. Lamont's chief of staff. He also informed them that a public hearing was set for November 21, 2023, at 6:00 pm in the Borough Municipal Building.

Director Sullivan brought before the Board the issue of the CMERS pick up option that was tabled from last month. All agreed to table this issue one more month while waiting to hear from Chuck Costello, our auditor.

AGENDA #11 ADDRESS PUBLIC CONCERNS:

There were none for this meeting.

AGENDA #12 OTHER BUSINESS:

Director Sullivan informed the Board that James Kruger, Borough Burgess, questioned at the Borough monthly meeting should the grant were to come through if it would stop the rate increase. He



stated that he told him 'no' and that the grant would only take care of the plant's needs now, not future repairs.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the Board Meeting at 5:15 pm. The motion was seconded with all in favor.

The above is respectfully submitted by:



Debra L. Bingell
Secretary to the Board