

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

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, February 8, 2023, at 4:30 pm.

Chairman Demicco called the meeting to order with Comm. Throwe and Comfort. Also, in attendance were Warden Tim Sharkey, Jim Barnie, Carol Throwe, Paul Schuster and Kenneth Sullivan, Director of Utilities.

AGENDA #2 APPROVE THE MINUTES OF THE REGULAR MEETING HELD OF JANUARY 4, 2023:

Comm. Comfort made the motion to approve the regular meeting minutes held on January 4, 2023 as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #3 READING OF COMMUNICATIONS:

Enclosed for the Commissioners information were:

- 1) The 4th quarter statement from Talcott Resolution, and
- 2) A confirmation of deposit statement from Talcott Resolution.

AGENDA #4 ADDRESS PUBLIC CONCERNS:

Director Sullivan explained that Paul Schuster was at the meeting to request an adjustment to his billing due to a broken pipe running water onto the dirt basement floor. Paul Schuster also explained that because the apartment was empty, he did not know there was a broken pipe until he received a water bill. After some discussion, Chairman Demicco made the motion to reduce his sewer bill to his normal usage. The motion was seconded with all in favor.

AGENDA #5 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he attended the Borough of Jewett City meeting and the CMEEC Risk Management meeting in the last month.

AGENDA #6 DISCUSS AND TAKE APPROPRIATE ACTION ON NORTHEAST PUBLIC POWER ASSOCIATION INVOICE:

After some discussion on this year's NEPPA Annual Dues, Comm. Comfort made the motion to pay the invoice for 2023 dues. The motion was seconded with all in favor.

AGENDA #7 DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATED POLICY, COMMISSIONER'S DUTIES AND NEW BOARD OF COMMISSIONER'S GUIDELINES POLICY:

Director Sullivan explained that reasons the Commissioner's Duties policy was being updated at this time, noting the old and revised policies were in the board book for their review. Comm. Throwe made the motion to approve the revised policy entitled 'Commissioner's Duties' as presented and written. The motion was seconded with all in favor.

Director Sullivan explained that a new policy was being presented as enclosed in the board book for their review and asked if there were any questions. After some discussion, Chairman Demicco made the motion to adopt the new policy entitled 'Board of Commissioners' Guidelines' as written and presented. The motion was seconded with all in favor.





AGENDA #8 DISCUSS AND TAKE APPROPRIATE ACTION ON PUMIC NOTICE OF EXCESS LIABILITY POLICY:

Director Sullivan explained that every year PUMIC asks companies if they would like to add Terrorism Insurance Coverage to their existing coverage. After some discussion, Chairman Demicco made the motion to decline Terrorism coverage, approve Director Sullivan to sign the paperwork and return it to PUMIC. The motion was seconded with all in favor.

AGENDA #9 SEWER UPDATE:

Director Sullivan stated that the WWTP is continuing to run fine. He also informed the Board That the clarifier will need repairing and that he had received one bid of \$76,000.00. He also stated that it would be a capital replacement item since it's been about 19 years and the life expectancy of the clarifier is at its max. He stated that maintaining the quality of the plant's equipment is getting more difficult with more machine failures but this clarifier must be replaced to bring it up to date. Director Sullivan asked Warden Sharkey if there was ARPA funds still available to help with this cost. Warden Sharkey replied that there should be no problem covering this cost with ARPA funds.

Director Sullivan informed the Board that rate increases are very possible in the near future with the machinery problems at the plant and the lack of flow driving the rate increase.

Director Sullivan informed the Board that GWPCA would be holding a Public Hearing at the Town Hall on February 21, 2023, regarding the Route 201 and Route 164 expansion project. He reminded the Board that the Town officials had come to our meeting to explain the project on Route 12 and Route 164. He said that we have no say on the project, but after it goes in, we would probably inherit the pump stations involved.

Additionally, Director Sullivan mentioned that there were pump issues at the WWTP including the influent pump failed and sewage started to go into the clarifier.

AGENDA #10 OTHER BUSINESS:

It was mentioned that at the Borough of Jewett City meeting many thanks were given for keeping the electric on during the recent cold snap. Director Sullivan stated that he was pleased that the system did well.

The Board thanked Warden Sharkey for allowing ARPA Funds to reimburse the cost of the new F-250 truck with plow and attachments for the Wastewater Division.

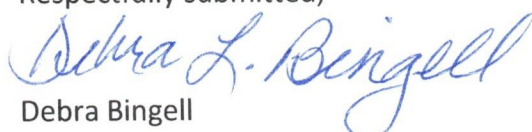
Director Sullivan stated that on the electric division side, delivery of new transformers were out a year and a half. He also stated that many transformers were sent out for repairs.

Director Sullivan stated he thanked the Town of Griswold for helping load a 750 KVA transformer on a truck for us.

Jim Barnie stated that he wanted to let everyone know that JCDPU is an awesome utility.

A motion was made by Comm. Throwe to adjourn the meeting at 5:05 pm. The motion was seconded with all in favor.

Respectfully submitted,



Debra Bingell
Secretary to the Board