

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
December 14, 2022**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, December 14, 2022, at 4:30 pm.

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

Chairman Demicco stated that the first order of business was to add an agenda item to the meeting. Chairman Demicco made the motion to add Agenda #9 Executive Session to this meeting's agenda to discuss an employee's contract. The motion was seconded with all in favor.

AGENDA #2 CONGRATULATE COMMISSIONER COMFORT FOR HIS RE-APPOINTMENT:

Everyone congratulated Comm. Comfort for his re-appointment to a three-year term starting January 1, 2023 through December 31, 2025.

AGENDA #3 APPROVE THE MINUTES OF THE REGULAR MEETING HELD ON NOVEMBER 9, 2022:

Comm. Comfort made the motion to approve the regular meeting minutes held on November 9, 2022 as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #4 READING OF COMMUNICATIONS:

Enclosed for the commissioner's information was a copy of Virtus's Quarterly dividend check that was deposited into the pension checking account.

Also enclosed was a copy of the Talcott Resolution showing the receipt of our additional

AGENDA #5 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he attended the Legislative meetings for CMEEC and the Borough of Jewett City Monthly Meeting.

Comm. Comfort stated that he attended the Borough of Jewett City Monthly Meeting.

AGENDA #6 SEWER UPDATE:


Director Sullivan stated that the WWTP is continuing to run well. He stated that the rate increase that has gone into effect is doing what it was intended to do to bring in additional funds to cover expenses. He also stated that there is a possibility that they may need another rate increase, but would update them in April.

Director Sullivan stated that the WWTP chemical analysis continues to run below permit levels.

Director Sullivan informed the Board that the Flood Wall project was on hold until spring.

Comm. Comfort questioned how the newest WWTP employee was working out? Director Sullivan informed the Board that the employee was progressing satisfactorily and is almost ready to take the Class I wastewater exam.





AGENDA #7 OTHER BUSINESS:

Director Sullivan stated that the end of the year is approaching and suggested that employee appreciation awards be given. He suggested that a total of \$1,275.00 be spent on the awards. Comm. Demicco made the motion that employees be given appreciation awards at a maximum of \$1,300.00 being spent. The motion was seconded with all in favor.

Director Sullivan stated that a request was made to change the January 2023 meeting date. After some discussion, everyone agreed to move the meeting to Wednesday, January 4, 2023, at 4:30pm. The secretary to the board shall post the notice.

AGENDA #8 ADDRESS PUBLIC CONCERNS:

Director Sullivan stated that he was expecting a customer to come in to explain about a leak at their home and request that they take it into consideration to reduce the next bill. After some discussion that this would be on a future bill, all agreed until they know more information on this.

AGENDA #9 EXECUTIVE SESSION:

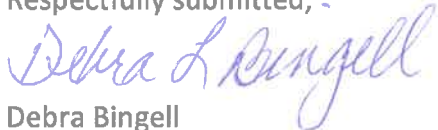
Chairman Demicco made the motion to go into Executive Session at 4:40 pm to discuss personnel matters and allow Director Sullivan to stay. The motion was seconded with all in favor.

The meeting was moved back into regular session at 4:49 pm and the secretary was allowed to come back into the meeting.

A motion was made by Chairman Demicco to amend Director Sullivan's employment contract as presented. The motion was seconded with all in favor. The Commissioners signed the contracts and asked that they be witnessed by Debra Bingell and Amy Froscello.

A motion was made by Chairman Demicco to adjourn the meeting at 4:55 pm. The motion was seconded with all in favor.

Respectfully submitted, -



Debra Bingell
Secretary to the Board