

**JEWETT CITY DEPARTMENT OF PUBLIC UTILITIES  
BOARD OF COMMISSIONERS  
SPECIAL MEETING MINUTES**

**APRIL 3, 2024**

The special meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, April 3, 2024 at 4:30 P.M.

The meeting was called to order by Chairman Demicco at 4:30 P.M. In attendance were: First Selectman Tina Falck, Public Works Superintendent Todd Babbitt, GWPCA Chairman Michael Lalima, Town of Griswold Finance Director Erik Christensen, Acting Borough Warden Lori Sorder, Second Selectman Martin McKinney, JCDPU Chairman Louis Demicco, Commissioner Kenneth Comfort, Commissioner James Derusha, Director of Utilities Ken Sullivan. Recording minutes, Acting Secretary Linda Reagan.

Selectmen stated that they asked for this meeting to better understand Sewer Buy-In Fees and Tie-In Fees. Director Sullivan explained what a “tie-in” was and what the term “buy-in” meant. Specifically, Director Sullivan stated that a Buy-In fee is basically a capital assessment fee and a tie-in is the point at which a customer’s sewer lateral drops into (or ties into) the municipal sewer main.

Director Sullivan distributed the Sewer Buy-In Fee Policy and he also distributed a copy of the Sewer Tie In Fee Policy and allowed everyone a few minutes to read them. Director Sullivan mentioned that buy-in fees are broken out by increments of 200 gallons per day of flow and the buy-in fee is \$ 3000 for every 200 gallons per day of flow that comes into the system. Director Sullivan gave an example of an entity (for example purposes only) that might flow 1000 gallons per day to the Wastewater Treatment Plant would be charged a total of \$ 15,000 in buy-in fees because  $(1000/200) * \$ 3000 = \$ 15,000$  and there would also be a \$ 1000 tie in fee due to the fact that this “made-up-entity for illustration only” would tie in at only (1) location.

Selectmen had some other very generic questions and all of those questions were answered. In response to one of those questions, Mike Lalima, Chairman of the Griswold WPCA, mentioned the Intermunicipal Agreement that presently exists between the Town of Griswold and the Jewett City DPU. Mr. Lalima indicated that the Intermunicipal Agreement might shed some additional light on related questions.

It was asked that the Jewett City DPU please forward to the Selectmen a copy of the Intermunicipal Agreement between the Town of Griswold and the Jewett City DPU.

It was decided that a follow-up discussion would be needed and this item would be put on the agenda of the next regular Jewett City DPU board meeting which will be held, April 10, 2024.

Motion to adjourn the meeting at 5:00pm was made by Chairman Demicco. Seconded by Commissioner Ken Comfort. All in favor; motion carried.

Submitted by,



Linda Reagan (Acting Secretary)