

**JEWETT CITY DEPARTMENT OF PUBLIC UTILITIES**

**BOARD OF COMMISSIONERS'  
MEETING MINUTES**

**October 10, 2024**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday October 10, 2024, at 4:30 pm.

**AGENDA ITEM #1 CALL TO ORDER:** Chairman Demicco announced the meeting in session at 4:30PM with Commissioner James Derusha, Commissioner Ken Comfort via telecom, and Kenneth Sullivan, Director of Utilities, present. Also in attendance was Linda Reagan and Todd Sklodosky, recording.

**AGENDA ITEM #2 APPROVE THE MINUTES OF THE SPECIAL MEETING OF SEPTEMBER 11, 2024, AND THE REGULAR MEETING OF SEPTEMBER 11, 2024.**

Chairman Demicco made the motion to accept the special meeting minutes of September 11, 2024. Commissioner Derusha seconded. All in favor; **motion carried.**

Chairman Demicco made the motion to accept the regular meeting minutes of September 11, 2024. Commissioner Derusha seconded. All in favor; **motion carried.**

**AGENDA ITEM #3 READING OF COMMUNICATIONS.**

None at this time.

**AGENDA ITEM #4 REPORTS OF OTHER COMMISSIONERS**

Chairman Demicco made mention that he has attended a CMEEC meeting. He also made mention that he attended the regular Borough meeting and that the Risk Management meeting was canceled.

**AGENDA ITEM # 5 SEWER UPDATE.**

Director Sullivan reported many small successes. The Aerator motor on Ditch #1 has had PM work performed by Piela Electric, the coupling (which sits in between the motor and gearbox and was found to be completely destroyed) has been replaced, the motor has been reinstalled and was test run. It ran flawlessly for 2.5hrs. Previously, that motor was tripping offline every 35 minutes - it no longer does that. Tentative switching of ditches is scheduled for October 29, 2024. Commissioner Derusha asked the question of how often ditches need to be switched. Director Sullivan replied every two to three years. Director Sullivan has a call out to NPU for

assistance from their mechanic(s) to remove the two failed mixers and associated gearboxes on ditch #2 and to replace with new mixers and gearboxes that have been previously purchased. Should hear from NPU within one week.

Board members asked how the new employee, Benjamin Ducharme, is doing. Director Sullivan advised that he is doing well and appears to be a good find with some added mechanical skills that he came with from past employment experience.

Director Sullivan briefed the Board that Kats Pump Service fabricated a new part that will allow the gate in the post anoxic zone on the backside of ditch #1 to be raised and lowered successfully. That was another initiative that had to be completed before the switching of ditches could occur. The present UV System will be removed in Dec 2024 / Jan 2025 timeframe and all parties are aware that the new UV system has to be installed and fully functional by May 2025.

#### **AGENDA ITEM #6 OTHER BUSINESS.**

The American Public Power Association (APPA) membership renewal was mentioned by Linda Reagan. Director Sullivan expressed his recommendation to keep the membership not to exceed a \$2,500.00 fee. Chairman Demicco made the motion to renew. Commissioner Derusha seconded. All in favor; **motion carried.**

#### **AGENDA ITEM # 7 PUBLIC CONCERNS.**

No public concerns were mentioned.

Chairman Demicco made the motion at 4:53PM to enter executive session.

#### **AGENDA ITEM # 8 EXECUTIVE SESSION.**

The meeting was moved back into regular session at 5:34 p.m.

Chairman Demicco made the motion to accept the signing of the contracts for Administrative Assistant/Office Manager, Linda Reagan and Director, Kenneth Sullivan. Commissioner Comfort seconded. All in favor; **motion carried.**

With no further business, Chairman Demicco made the motion to adjourn the meeting at 5:36 p.m. Commissioner Comfort seconded. All in favor; **motion carried.**

Respectfully submitted by,



Todd A. Sklodosky  
Secretary to the Board