

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
December 13, 2023**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, December 13, 2023, at 4:30 pm.

Chairman Demicco called the meeting to order with Comm. Comfort and Comm. Derusha present. Also, in attendance was Warden Tim Sharkey and Kenneth Sullivan, Director of Utilities.

AGENDA #2 APPROVE THE MINUTES OF THE MEETING OF NOVEMBER 8, 2023:

Comm. Comfort made the motion to approve the minutes of the regular meeting held on November 8, 2023, as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #3 APPROVE THE MINUTES OF THE PUBLIC HEARING OF NOVEMBER 21, 2023:

Comm. Comfort made the motion to approve the minutes of the Public Hearing held on November 21, 2023, as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #4 APPROVE THE MINUTES OF THE SPECIAL MEETING OF DECEMBER 7, 2023:

Comm. Comfort made the motion to approve the minutes of the special meeting held on December 7, 2023, as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #5 READING OF COMMUNICATIONS:

Director Sullivan stated that enclosed were:

- 1) Talcott Resolution's Quarterly Statement for July 1, 2023 through September 30, 2023 for our pension fund.
- 2) The copy of Virtus Investment Partner's quarterly dividend check for shares held for the pension fund which is deposited into our pension checking account.
- 3) Talcott Resolution's confirmation dated November 29, 2023 for additional funds for our pension plan we sent to them and deposited into our account.

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 REPLACE FAILED BOILER AT THE GARAGE ON WATER STREET:

Director Sullivan updated the Commissioners on the progress at the garage and that there was an extra cost that was incurred after the verbal request for funds. He also stated that Jason Snide had replaced the boiler and has completed the job. After some discussion, Chairman Demicco made the motion to ratify the verbal decision to approve \$15,000.00 maximum for replacing the failed boiler at the JCDPU garage on Water Street. The motion was seconded with all in favor.



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Chairman Demicco made the motion to approve an additional \$2,000.00 to the garage boiler replacement job and the whole project is not to exceed \$17,000.00, due to the extra work that presented itself. The motion was seconded with all in favor.

AGENDA #8 RATIFY THE APPROVAL OF THE LIGHTING RETRO-FIT JOB AT GRISWOLD HIGH SCHOOL:

Director Sullivan explained that the retro-fit lighting project at the Griswold High School would be funded first through our Conservation and Load Management account at CMEEC and gifted to them as an incentive for the project and paid directly to T&T Electrical. He also explained that the second amount of \$201,400.00 would be withdrawn from our Member Trust Fund held at CMEEC and be paid directly to T&T Electrical, but these funds would be repaid through the Griswold Board of Education's agreement to pay monthly payments for the next 84 months at the finance rate of 3.5%. Director Sullivan stated that this is not the first time we have financed the Griswold Board of Education.

Chairman Demicco made the motion to ratify the verbal decision to use \$108,400.00 out of conservation funds to gift the school and then finance \$201,400.00 at 3.5% for 84 months out of our Member Trust Fund that is held at CMEEC. The motion was seconded with all in favor.

AGENDA #9 SEWER UPDATE:

Director Sullivan stated that our auditor, Chuck Costello, reviewed the CT Municipal Employees Retirement System's (CMERS) suggestion that we participate in the pick-up of the employee's share of contributions. Mr. Costello had explained that it would allow the employees not be taxed on their contributions until after they retire, which at that time may be at a lower tax bracket. After some discussion, Chairman Demicco made the motion to participate in the tax deferral of employee's contribution to CMERS and that the CMERS Member Contribution Pick-up Election Form be signed. The motion was seconded with all in favor.

Director Sullivan stated that the user rate increase of 9.75% would be reflected on the January 1, 2024 sewer bills, but is not close to cover the needs of the plant.

Director Sullivan mentioned that the WWTP is running but there is still equipment in need of major repairs and was hoping that the CT Bonding initiative of \$680,000.00 would be approved.

Director Sullivan stated that he was expecting Congressman Joe Courtney to come for a tour of the WWTP and talk about the needed funds to pay for updating equipment at the plant.

AGENDA #10 ADDRESS PUBLIC CONCERNS:

Director Sullivan informed the Board that he heard from Peter Testa regarding the flood wall and also stated that the cost to build it has gone up. He stated that the bid they had from the lowest bidder last time is above the amount the State CBDG funding would cover. Warden Sharkey stated that he was asked to go to the area towns and ask for the money. Warden Sharkey stated that he went to the Town of Griswold and was told they didn't have that money for funding the flood wall and he stated that he went to the Town of Lisbon and was told that they didn't have those funds either. Warden Sharkey stated that it was now back in the State's hands to approve the funding.

AGENDA #11 OTHER BUSINESS:

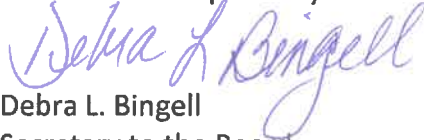
Director Sullivan mentioned that for the February 14, 2023 meeting there may not be a quorum in attendance and requested another date to hold the meeting. All agreed that Thursday, February 15, 2023 would be acceptable. The secretary is to post the meeting change notice.



Director Sullivan asked the Board if appreciation awards could be given to the employees. He stated that a total not to exceed \$1,275.00 be approved. Chairman Demicco made the motion to approve appreciation awards be given to the employees with the total cost not to exceed \$1,275.00. The motion was seconded with all in favor.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the Board Meeting at 4:48 pm. The motion was seconded with all in favor.

The above is respectfully submitted by:



Debra L. Bingell
Secretary to the Board