

**JEWETT CITY DEPARTMENT OF PUBLIC UTILITIES**  
**BOARD OF COMMISSIONERS'**  
**ELECTRIC DIVISION MEETING MINUTES**

**January 06, 2025**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Monday January 6, 2024, at 4:30 PM.

**AGENDA ITEM #1 CALL TO ORDER:**

Chairman Demicco announced the meeting in session at 4:34 PM with Commissioner Ken Comfort via telecom, and Elier Alvarado, Director of Utility, present. Commissioner Tim Sharkey was absent. Also in attendance was Linda Reagan and Todd Sklodosky recording. Public attendance was Jim Derusha.

**AGENDA ITEM #2 OFFICIAL ANNOUNCEMENT OF THE RETIREMENT OF DIRECTOR KEN SULLIVAN.**

Chairman Demicco announced the submittal of retirement by Director Sullivan. Mention was made of his outstanding accomplishments.

**AGENDA ITEM #3 WELCOME AND CONGRATULATE TIM SHARKEY TO THE BOARD OF COMMISSIONERS.**

Welcome of new Commissioner Timothy Sharkey was mentioned.

**AGENDA ITEM #4 APPROVE THE MINUTES OF THE MEETING OF DECEMBER 19, 2024.**

Chair. Demicco made the motion to approve the minutes of the regular meeting on December 19, 2024. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 5 READING OF COMMUNICATIONS.**

No communications for this session.

**AGENDA ITEM #6 REPORTS FROM OTHER COMMISSIONERS.**

Chair. Demicco made mention that he will be attending a legislative and a Borough meeting in the coming days.

**AGENDA ITEM # 7 DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATED TERMS AND CONDITIONS OF SERVICE RULES AND REGULATIONS POLICY.**

Director Alvarado discussed policies to change the wording with the rate charge to align with how we conduct business today. Chair. Demicco made the motion to adopt the change as presented. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 8 DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSED METER DEPOSITS POLICY.**

Director Alvarado discussed mitigating the bad debt policy for a 10% increase to high risk customers. There were two options proposed with a suggestion to adopt the second option. Questions from the Board were answered to clarify that the DPU maintains a list of high risk customers and that the new policy would just be for new or returning customers. Chair. Demicco made the motion to adopt the second option policy as presented. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 9 DISCUSS AND TAKE APPROPRIATE ACTION ON A NEW CREDIT CARD POLICY.**

Director Alvarado discussed a new credit card policy. Chair. Demicco made the motion to adopt the new policy as presented. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 10 DISCUSS AND TAKE APPROPRIATE ACTION IF NEEDED REGARDING THE ANNUAL PERCENTAGE RATE FOR CUSTOMER METER DEPOSITS.**

Mention was made of the \$.05 interest rate at Jewett City Savings Bank. No action was required due to the same prior rates.

**AGENDA ITEM # 11 DISCUSS AND TAKE APPROPRIATE ACTION ON SUGGESTED REQUEST FOR PROPOSAL.**

With the discussion of replacing auditor(s) every six years Chair. Demicco made the motion to present the RFP to new auditing firms. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 12 RATIFY THE UPDATED CONFIDENTIALITY POLICY.**

Chair. Demicco made the motion to ratify the policy. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 13 OTHER BUSINESS.**

Mention was made that the holiday lights are still up due to being short staffed, but the lights are turned off. Also mentioned was the bent street pole and how it became that way were discussed. The pole will be replaced in the near future with a thicker pole.

**AGENDA ITEM # 14 ADDRESS PUBLIC CONCERNS.**

No mention of public concerns for this session.

**AGENDA ITEM # 15 EXECUTIVE SESSION WITH THE FULL BOARD, DIRECTOR ELIER ALVARADO, LINDA REAGAN AND TODD SKLODOSKY FOR THE PURPOSE OF DISCUSSING CONN. GEN. STAT. SECTION 1-210 (B) (2) EMPLOYEE AND COMPANY SENSITIVE INFORMATION.**

Chair. Demicco made the motion to enter into the executive session at 4:53 PM. Motion seconded with All **in favor; motion carried.** Regular session was re-entered at 5:00 PM. (No motions were made in the Executive Session.)

**AGENDA ITEM # 16 NEW BUSINESS.**

Director Alvarado discussed adding Juneteenth as another holiday as it is a federal holiday. Also discussed was changing the paid birthday off and making it a floating holiday to be used within the calendar year.

There was much discussion on performing a rate study due to our rates being significantly lower than other utility providers. More discussions will be held in the next Board meeting.

**AGENDA ITEM # 17 ADJOURN.**

Chair. Demicco made the motion to adjourn the meeting at 5:10 PM. Motion seconded with All **in favor; motion carried.**

Respectfully submitted by,



Todd A. Sklodosky  
Secretary to the Board