

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
April 13, 2022**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, April 13, 2022, at 4:30 pm.

Due to recent COVID, it was agreed to hold this meeting via telephone conference. A roll call was taken. Chairman Demicco called the meeting to order with Comm. Comfort and Comm. Throwe were present by telephone. Also, in attendance was Tim Sharkey, Borough Warden. Kenneth Sullivan, Director of Utilities and the secretary were in the DPU office.

AGENDA #2 APPROVE THE MINUTES OF THE REGULAR BOARD MEETING HELD ON MARCH 9, 2022:

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

AGENDA #3 READING OF COMMUNICATIONS:

Director Sullivan explained that enclosed for the Commissioners information were:

A copy of the annual Connecticut Retirement Services Division letter stating the increase in both the employer and employee percentages to be withheld starting July 2022.

AGENDA #4 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he attended some CMEEC meetings including the Regular Board meeting, a meeting held with the First Selectwoman regarding the sewer extensions, and the Borough of Jewett City monthly Board Meeting.

AGENDA #5 DISCUSS AND TAKE APPROPRIATE ACTION ON SETTING BOROUGH ALLOTMENT FOR NEXT FISCAL YEAR:

After some discussion regarding CMEEC rates, Chairman Demicco made the motion to approve \$110,000.00 as the annual allotment to the Borough of Jewett City to be paid in four installments in July, October, January, and April if funds permit. The motion was seconded with all in favor.

Also, Chairman Demicco made the motion to approve reimbursing the Borough of Jewett City the amount paid for the borough street lighting usage costs and waive penalties that may apply. The motion was seconded with all in favor.

AGENDA #6 DISCUSS AND TAKE APPROPRIATE ACTION ON CUSTOMER ACCOUNT INFORMATION LOG POLICY:

Director Sullivan explained the reason this policy was adopted in the past and stated that because the new software through NISC's iVUE keeps track of user timestamps, this policy is no longer needed. Comm. Comfort made the motion to remove this policy from both division's policy manuals. The motion was seconded with all in favor.

AGENDA #7 DISCUSS AND TAKE APPROPRIATE ACTION ON PENALTIES POLICY:

Director Sullivan explained to the Board that the enclosed revised policy has all the details of how penalties are applied and suggested omitting the third paragraph of the old policy and accepting





the amended policy. After some discussion, Chairman Demicco made the motion to accept the revised policy as presented. The motion was seconded with all in favor.

AGENDA #8 DISCUSS AND TAKE APPROPRIATE ACTION ON PROPOSAL FOR 2022 AUDITING SERVICES:

Director Sullivan explained that he has received the enclosed proposals from Costello Company, LLC to provide professional auditing services for both the electric and sewer divisions. He stated that the fees for both have increased.

After some discussion, Chairman Demicco made the motion to approve hiring Costello Company, LLC to audit the electric division financials for Fiscal Year 2021-22 at the cost of \$9,100.00. The motion was seconded with all in favor.

Chairman Demicco made the motion to approve hiring Costello Company, LLC to audit the sewer division financials for Fiscal Year 2021-22 at the cost of \$7,400.00. The motion was seconded with all in favor.

AGENDA #9 SEWER UPDATE:

Director Sullivan stated that our sludge removal company, Synagro, would be increasing their pricing and that we could see an additional \$5,800.00 cost going back to January 1, 2022, for this calendar year. He explained that another item coming into discussion is some material that is found in sludge, called PFAS, and is now being considered hazardous material in some states, which would not be easy to dispose of. He informed the Board that Synagro is the only company in the area to transport sludge and that we will have to absorb the associated cost.

Director Sullivan stated he would be proposing a user fee rate increase for July 1, 2022 billing. He stated that the proposed increase is at 6.4% pending the public hearing.

AGENDA #10 OTHER BUSINESS:

Director Sullivan informed the Commissioners that on there was no other business at this time.

AGENDA #11 ADDRESS PUBLIC CONCERNS:

Director Sullivan stated that he had nothing further for this meeting.

Warden Sharkey mentioned that he heard from the Trooper Goulart had talked to him about contacting the gentleman that lived on Palmer Avenue.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:46 pm. The motion was seconded with all in favor.

Respectfully submitted:



Debra L. Bingell
Secretary to the Board