

**Jewett City Department of Public Utilities  
Board of Commissioners  
Meeting Minutes  
January 8, 2020**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, January 8, 2020, at 4:30 pm.

Comm. Demicco called the meeting to order with Comm. Throwe and Comfort present. Also, in attendance was James Barnie; Timothy Sharkey, Borough Warden; and Kenneth S. Sullivan, Director of Utilities.

**AGENDA #2 APPROVE THE MINUTES OF THE REGULAR MONTHLY BOARD MEETING HELD ON DECEMBER 11, 2019:**

Comm. Comfort made the motion to approve and accept the minutes of the regular board meeting held on December 11, 2019, as written and distributed prior to the meeting. The motion was seconded with all in favor.

**AGENDA #3 DISCUSS AND TAKE APPROPRIATE ACTION TO APPOINT A CHAIRPERSON FOR CALENDAR YEAR 2020:**

Comm. Comfort made the motion to nominate Comm. Louis Demicco to be Chairman of the Board of Public Utilities Commissioners for calendar year 2020. Comm. Throwe seconded the motion, with all in favor, the motion passed.

**AGENDA #4 APPROVE RESOLUTION APPOINTING REPRESENTATIVES AND ALTERNATES TO THE CMEEC BOARD:**

After some discussion, Comm. Throwe made the motion to appoint Comm. Louis Demicco III and Kenneth Sullivan as Representatives of the Borough of Jewett City Department of Public Utilities on the Board of Directors of CMEEC for terms of one (1) year each, effective January 1, 2020 and expiring December 31, 2020 with Louis Demicco III designated officially to represent the Commission and to vote on its behalf at the Annual Meetings of the CMEEC Board of Directors. In the event of Louis Demicco III's absence, Kenneth Sullivan is authorized to vote in his place. The motion was seconded with all in favor.

Chairman Demicco made the motion to appoint Richard Throwe and Kenneth Comfort to serve as Alternate Representatives of the Borough of Jewett City Department of Public Utilities Commissioners to the CMEEC Board of Directors for one-year term each effective January 1, 2020 through December 31, 2020, with Alternate Representatives serving with full force and effect of the Representative. The motion was seconded with all in favor.

**AGENDA #5 READING OF COMMUNICATIONS:**

Director Sullivan read a Thank You note from the Slater Library for the donation to them via the Neighborhood Assistance Act.

**AGENDA #6 RATIFY VERBAL DECISION TO CONTRIBUTE TO THE SLATER LIBRARY, VIA THE NEIGHBORHOOD ASSISTANCE ACT, TO SUPPORT ENERGY UPGRADES AT THE LIBRARY:**

Director Sullivan explained that the approval came through for the JCDPU to donate funds to the Slater Library, for their upgrades to become more energy efficient, through the Neighborhood Assistance Act. He stated that due to prior verbal approval, a motion was in order to take the funds from the electric division capital replacement fund with the knowledge that the amount would be reimbursed when the State of Connecticut reviews the amended gross earnings tax returns and sends us back the money previously paid through those taxes. Chairman Demicco made the motion to pay the Slater Library donation through the electric division Capital Replacement Fund. The motion was seconded with all in favor. Comm. Comfort made the motion to approve the donation to Slater Library via the Neighborhood Assistance Act. The motion was seconded. With two 'aye' motions and one 'abstained' motion, the motion passed.

**AGENDA #7 REPORTS OF OTHER COMMISSIONERS:**

Chairman Demicco stated that he attended the CMEEC meeting at which a new Chief Executive Officer was welcomed.

**AGENDA #8 SEWER UPDATE:**

Director Sullivan informed the Board that RT Engineering had come in to meet and review a service maintenance plan for the Waste Water Treatment Facility and what needs to be addressed. He also stated that the grant writer for the Borough of Jewett City and the State of CT are talking about a grant for the Waste Water Treatment Facility's flood prevention plan. Director Sullivan stated that he brought them to the plant for a tour. He stated that JCDPU has done everything that can be done to be shovel ready for the project and it is now in the hands of the State of CT.

**AGENDA #9 RATIFY VERBAL DECISION APPROVING PAUL BURGESS LLC TRAINING PROPOSAL FOR WASTEWATER AND ELECTRIC DIVISION PLANTS:**

Chairman Demicco made the motion to ratify the verbal decision to hire Paul Burgess to do the training for the SPCC Plans and Tier II submittals at a total cost not to exceed \$2,000.00. The motion was seconded with all in favor.

**AGENDA #10 OTHER BUSINESS:**

Director Sullivan stated that he has received from PURMA a form asking if the JCDPU would like to purchase Terrorism Insurance Coverage under our plan. He also stated that we have not purchased this coverage in the past. After some discussion, all agreed to take no action for coverage.

**AGENDA #11 ADDRESS PUBLIC CONCERNS:**

Mr. Barnie stated that he was glad to hear that the wall at the WWTP is going forward.

Mr. Barnie also stated that the low-income housing project on Route 164 has secured half of their funding needed.

Director Sullivan stated that the Pleasant View Condos are progressing, the linemen have been verifying that construction is following the plans that the JCDPU had previously created.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:50 pm. The motion was seconded with all in favor.

Respectfully submitted,

Debra L. Bingell  
Secretary to the Board