

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
May 12, 2021**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, May 12, 2021, at 4:30 pm.

Due to the continued circumstances of the COVID-19 virus pandemic in the State of Connecticut and Governor Lamont's recommendation of social distancing for inside meetings, it was agreed by all that this meeting be held via telephone conference to continue with safety precautions.

Chairman Demicco called the meeting to order with Comm. Throwe and Comfort present by telephone. Also, in attendance via telephone was Timothy Sharkey, Borough Warden; with Kenneth S. Sullivan, Director of Utilities and the secretary in the office.

AGENDA #2 APPROVE THE MINUTES OF THE REGULAR BOARD MEETING HELD ON APRIL 12, 2021 AND THE SPECIAL MEETING OF APRIL 29, 2021:

Comm. Comfort made the motion to approve the April 12, 2021, regular meeting minutes as written and presented prior to the meeting. The motion was seconded with all in favor. Comm. Comfort made the motion to approve the April 29, 2021 special board meeting as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #3 READING OF COMMUNICATIONS:

Director Sullivan mentioned that the Talcott Resolution quarterly statement was enclosed for their information.

AGENDA #4 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he, by phone conference, attended the Borough of Jewett City Board meeting and multiple CMEEC meetings in April. Chairman Demicco asked Warden Sharkey if there were any other meetings, and Warden Sharkey mentioned that there is a special meeting of the Borough on Thursday, asking for approval of the Warden to sign the contract for the flood prevention wall at the waste water treatment plant. He stated that if anyone would like to attend to let him know.

Comm. Throwe stated that he will be attending the Governance Committee meeting via telephone conference.

AGENDA #5 CMEEC MEETING ATTENDANCE AND COMPENSATION:

Director Sullivan explained to the Commissioners that the member utilities of CMEEC get compensated when they attend at least 65% of CMEEC meetings and their decision to accept this is required to be reflected in Board Meeting Minutes. After some discussion, Chairman Demicco made the motion to approve and accept that the Jewett City Department of Public Utilities Commissioners are willing to accept compensation from CMEEC for attending at least 65% of CMEEC Meetings. The motion was seconded with all in favor.

AGENDA #6 SEWER UPDATE:

Director Sullivan stated that all is well with our chemical prospective pertaining to permit levels. He also informed the Commissioners that the WWTP is showing a high number of failures. He stated that one issue is that we need to change from city water to plant water at a cost of approximately \$17,953.00. After converting to plant water (instead of city water), the HVAC system in the main office will need replacing at a cost of approximately \$35,000.00. Director Sullivan suggested using the approximate total from available funds in the Capital Replacement or Buy-In Fees Account. All agreed that staff look into which account would be a better choice and table this decision to the next board meeting.

AGENDA #7 READING OF COMMUNICATIONS RECEIVED FROM CT MUNICIPAL EMPLOYEES RETIREMENT SYSTEM:

Enclosed for the Commissioner's information was a letter from the Connecticut Municipal Employees Retirement System stating that they have authorized a new monthly contribution rate for the employer to be effective July 1, 2021 to June 30, 2022 at 16.44%. It also states that the employee shares were increasing to 3.75% during the same time frame.

AGENDA #8 OTHER BUSINESS:

Director Sullivan informed the Board that he had received a letter from the Borough of Jewett City that they would also be hiring Charles Costello as auditor for the 2020-21 Audit Year.

Chairman Demicco asked if the DPU men have received the light for the Ashland Street dam. Director Sullivan stated they had and it's been installed.

He also stated that he had received a letter from the Borough of Jewett City thanking them for changing the light.

AGENDA #9 ADDRESS PUBLIC CONCERNS:

It was noted that compliments from the people have come in regarding the new light at the Ashland Street Dam.

Chairman Demicco asked what the savings amount has been since installing the LED Street Lights in town. Director Sullivan stated that there have been a few failures and the maintenance has been high, but he feels that there has been a 20% savings overall.

It was asked why the decorative lamps that have been removed due to accidents have not been fixed yet. Director Sullivan stated that the Town has no more lamps in stock so replacement has not been completed. Warden Sharkey stated that he had talked with Todd Babbit about this and he thought there was one more in stock. Warden Sharkey asked him to speak with Director Sullivan. Director Sullivan stated that he hasn't heard from Todd, and he would have the men check the stock.

Chairman Demicco asked the Director when he would be putting up the flags for Memorial Day. Director Sullivan stated that he has talked with the men about this and it would depend on the weather.

AGENDA #10 EXECUTIVE SESSION:

With no further business, Chairman Demicco made the motion to move the meeting into Executive Session at 4:49 pm and asked Warden Sharkey, the Director, and the secretary to leave the meeting. The motion was seconded with all in favor.

The above is respectfully submitted by:

Debra L. Bingell
Secretary to the Board

The meeting was moved back into regular session at 4:52 pm. Director Sullivan was asked to come back into the meeting.

Comm. Throwe made the motion to approve the Director's salary increase of 3.5%. Comm. Comfort seconded the motion, with all in favor.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:54 pm. The motion was seconded by Comm. Comfort with all in favor.

Kenneth Sullivan
Acting Secretary to the Board