

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
May 13, 2020**

The regular meeting of the Board of Public Utilities Commissioners was held via telephone conference from the office of the DPU on Wednesday, May 13, 2020, at 4:30 pm.

Due to the continued circumstances of the COVID-19 virus pandemic in the State of Connecticut and Governor Lamont's order still standing that no one is to meet with over five persons in the same room with no less than six feet apart, the meeting was held by telephone conference. A roll call was taken by telephone. Chairman Demicco called the meeting to order, taking a roll call with Comm. Throwe and Comfort present. Also, on telephone conference was Timothy Sharkey, Borough Warden; with Kenneth S. Sullivan, Director of Utilities and the secretary in the Board room.

AGENDA #2 APPROVE THE MINUTES OF THE REGULAR MONTHLY BOARD MEETING HELD ON APRIL 8, 2020 AND THE SPECIAL MEETINGS OF APRIL 20, 2020:

Comm. Comfort made the motion to approve the minutes of the regular monthly board meeting held on April 8, 2020 as written and presented prior to the meeting. The motion was seconded with all in favor.

Comm. Comfort made the motion to approve the minutes of the special board meeting held on April 20, 2020 at 5:00 pm as written and presented. The motion was seconded with all in favor.

Chairman Demicco made the motion to approve the minutes of the emergency special board meeting held on April 8, 2020 at 5:02 pm as written and presented prior to the meeting. The motion was seconded with all in favor.

AGENDA #3 READING OF COMMUNICATIONS:

Miscellaneous communications previously sent to the commissioners regarding Talcott Resolution reports was noted.

AGENDA #4 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that via telephone conference he attended the Town of Griswold and Borough of Jewett City meetings that included coronavirus information and the budget for the Borough of Jewett City.

Comm. Throwe stated there was no Governance Committee meeting held.

AGENDA #5 DISCUSS AND TAKE APPROPRIATE ACTION ON AUDIT PROPOSAL FROM COSTELLO COMPANY, LLC:

Director Sullivan stated that he received the proposals from Costello Company, Inc to do the 2019-20 fiscal year end audits for the electric division for \$8,300.00 and the sewer division for \$6,700.00, which is no increase from last year.

After some discussion, Comm. Throwe made the motion to approve and hire Costello Company, LLC to do the electric division audit for Fiscal Year 2019-20 in the amount of \$8,300.00. The motion was seconded with all in favor.

Chairman Demicco made the motion to approve and hire Costello Company, LLC to do the sewer division audit for Fiscal Year 2019-20 in the amount of \$6,700.00. The motion was seconded with all in favor.

AGENDA #6 SEWER UPDATE:

Director Sullivan stated that everything is running pretty well at the WWTP, including the DMR's reports are in line with no violations. He also stated that the UV system has been turned on for additional disinfecting.

Director Sullivan also mentioned that Chairman Demicco has been helping with sending us mask supplies along with receiving some from the Town of Griswold when they have extras.

Director Sullivan informed the Board that John Hagstrom has been helping with manholes on Main Street for preparation work because of the milling and paving work that will be done starting next week. He stated that with the need to replace a few frames on the manholes, he would contact the State to request reimbursement of the cost.

Director Sullivan informed the Board that the flood wall at the WWTP is largely at a standstill with the grant paperwork still being filled out and the timeframe was April 2-18, 2020 to send it in. Warden Sharkey stated that Peter Testa, Grant Coordinator, told him that the forms were all set to go. Chairman Demicco stated that he is hopeful something will happen with this application. Director Sullivan stated that he will follow up with Miguel Rivera.

AGENDA #7 OTHER BUSINESS:

Director Sullivan stated that at the time of the agenda preparation there was nothing he was aware of.

Director Sullivan mentioned that with the milling work starting next week, we'll have to hold off putting the flags up due to the big trucks milling, the flags may get ruined.

AGENDA #8 ADDRESS PUBLIC CONCERNS:

Warden Sharkey stated that he forwarded an email from First Selectman Todd Babbitt regarding the mill work starting May 18, 2020 and end around June 8, 2020.

Warden Sharkey mentioned that new flags had been ordered and were coming in to replace the previously damaged flags and that the Town of Griswold is to reimburse some of the cost.

Director Sullivan stated that last summer eight or nine flags were taken down or damaged by big trucks.

Director Sullivan stated that there are decorative lamps still down due to being hit by vehicles. He told the Board that he would talk to First Selectman Todd Babbitt about plans to replace them.

Chairman Demicco asked if there was a chance the office would be opening on May 20, 2020?

Director Sullivan stated that he was not planning on May 20th but will talk with other municipalities to ask what their plans are. He also stated that when we open customers and employees will be required to wear masks and only one customer at a time will be allowed in the office.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:51 pm. The motion was seconded with all in favor.

Respectfully submitted,

Debra L. Bingell
Secretary to the Board