

**JEWETT CITY DEPARTMENT OF PUBLIC UTILITIES**

**BOARD OF COMMISSIONERS'  
ELECTRIC DIVISION MEETING MINUTES**

**February 12, 2025**

The electric division regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday February 12, 2025, at 4:30 PM.

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

Chairman Demicco announced the meeting in session at 4:34 PM with Commissioners Ken Comfort, Timothy Sharkey, and Elier Alvarado, Director of Utilities, present. Also in attendance was Todd Sklodosky recording, and members of the public.

**AGENDA ITEM #2 APPOINT CHAIRMAN FOR THE BOARD FOR THE UPCOMING CALENDAR YEAR.**

Commissioner Comfort motioned to appoint Louis Demicco as Chairman. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM #3 APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 6, 2025.**

Commissioner Comfort made the motion to approve the minutes of the regular meeting on January 6, 2025. Motion seconded with All **in favor; motion carried.** Comm. Sharkey abstained.

**AGENDA ITEM # 4 READING OF COMMUNICATIONS.**

No communications for this session.

**AGENDA ITEM #5 REPORTS FROM OTHER COMMISSIONERS.**

Chair. Demicco made mention that he attended two CMEEC meetings, the Borough meeting and the regular risk management meeting.

**AGENDA ITEM # 6 DISCUSS AND TAKE APPROPRIATE ACTION ON TWO PROPOSED CHANGES TO PAID HOLIDAYS.**

Director Alvarado discussed changing the floating holiday from being taken on one's birthday to anytime throughout the calendar year. He also proposed adding Juneteenth as a holiday to align with federal holidays. Mention was made of associated costs for the changes. Chair.

Demicco made mention of union contracts that Director Alvarado will address with the unions. Chair Demicco made the motion to accept the proposed changes with eliminating the dates of all holidays since most change year-to-year. Motion seconded with All **in favor**; **motion carried**.

**AGENDA ITEM # 7 DISCUSS CHANGE TO EXEMPT STATUS FOR PROPERTY TAXES AT THE OFFICE BUILDING.**

Director Alvarado explained that the office building is now tax exempt from property taxes and the cost savings associated with the change.

**AGENDA ITEM # 8 DISCUSS AND TAKE APPROPRIATE ACTION ON THE REVISED CONFIDENTIALITY AGREEMENT.**

Director Alvarado stated the unions had not agreed on the previous agreement until verbiage was amended. With some discussion on when the Board members may speak with employees Comm. Sharkey made the motion to adopt the new verbiage. Motion seconded with All **in favor**; **motion carried**.

**AGENDA ITEM # 9 DISCUSS AND TAKE APPROPRIATE ACTION ON SOLAR INCENTIVES POLICY.**

No action taken.

**AGENDA ITEM # 10 RATIFY CONFLICT OF INTEREST POLICY.**

Director Alvarado made mention that the first part of the USDA application is completed which prompted the ratification of the policy due to USDA requirements. Chair. Demicco made the motion to ratify the policy as presented. Motion seconded with All **in favor**; **motion carried**.

**AGENDA ITEM # 11 DISCUSS AND TAKE APPROPRIATE ACTION ON BOARD OF COMMISSIONERS' GUIDELINES POLICY.**

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

**AGENDA ITEM # 12 OTHER BUSINESS.**

Director Alvarado made mention of a better way of aligning the rates with renaming the rates for certain rate classes. Example of savings at the wastewater treatment plant and cost savings were made mention. Upon clarification provided by Director Alvarado after questions Chair. Demicco made the motion to approve the change. Motion seconded with All **in favor**; **motion carried**.

Comm. Sharkey made mention of buying the ball field building. Director Alvarado advised that Eversource is not willing to sell the property.

Discussions of the Rt. 164 bent pole were mentioned. Director Alvarado briefed that McPhee Electric has been contracted out and the installation is currently in progress.

**AGENDA ITEM # 13 ADDRESS PUBLIC CONCERNS.**

No mention of public concerns for this session.

**AGENDA ITEM # 14 EXECUTIVE SESSION WITH THE FULL BOARD, AND DIRECTOR ELIER ALVARADO.**

Chair. Demicco made the motion to enter into the executive session at 5:03 PM. Motion seconded with All **in favor; motion carried.** Regular session was re-entered at 5:11 PM. (No motions were made in the Executive Session.)

**AGENDA ITEM # 1 NEW BUSINESS.**

Chair. Demicco made the motion to accept Amy Frocello's contract dated February 18, 2025, and approved an appreciation award for Linda Reagan. Motion seconded with All **in favor; motion carried.**

**AGENDA ITEM # 16 ADJOURN.**

Chair. Demicco made the motion to adjourn the meeting at 5:14 PM. Motion seconded with All **in favor; motion carried.**

Respectfully submitted by,



---

Todd A. Sklodosky  
Secretary to the Board