

**Jewett City Department of Public Utilities
Board of Commissioners
Meeting Minutes
August 12, 2020**

The regular meeting of the Board of Public Utilities Commissioners was held via telephone conference in the office of the DPU on Wednesday, August 12, 2020, at 4:35 pm.

Due to the continued circumstances of the COVID-19 virus pandemic in the State of Connecticut and Governor Lamont's order standing that no one is to meet with over twenty-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 with Comm. Throwe and Comfort present. Also, on telephone conference was Timothy Sharkey, Borough Warden; and 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 JULY 8, 2020:

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

AGENDA #3 READING OF COMMUNICATIONS:

Miscellaneous statements were enclosed for the Commissioners information.

AGENDA #4 REPORTS OF OTHER COMMISSIONERS:

Chairman Demicco stated that he attended the Borough of Jewett City Warden and Burgesses meeting via telephone conference.

Comm. Throwe stated that he attended the CMEEC Governance Committee meeting on July 31, 2020 via telephone conference.

AGENDA #5 RATIFY VERBAL DECISION ON CMEEC MEMBER DELEGATION:

After some discussion, Chairman Demicco made the motion to ratify the verbal decision to change Kenneth S. Sullivan, Director of Utilities, to a voting delegate from an alternate delegate retroactive to January 2020. The motion was seconded with all in favor.

AGENDA #6 BOROUGH SERVICES REPORT:

Director Sullivan reviewed the 2019-20 Borough Services Report that was included with the Board Book. He stated that a copy was sent to the Borough of Jewett City office. Also enclosed and reviewed was the Fiscal Year KWhrs Loss Report for 2019-20.

AGENDA #7 RATIFY POLICY COVID-19 VIRUS PROTOCOL:

After some discussion and review, Chairman Demicco made the motion to ratify the new policy that was adopted on July 17, 2020 entitled 'COVID-19 Protocol'. The motion was seconded with all in favor.

AGENDA #8 SEWER UPDATE:

Director Sullivan informed the Commissioners that the part-time employee has finished his summer work and is has gone back to school. He stated that he sent a thank you letter for allowing him to work for JCDPU.

Director Sullivan informed the Board that Leo has been helping at the WWTP with the flow sensors and RT Engineering is working on the grinders in the headworks building.

Director Sullivan stated that everything else has been running well at the WWTP, the chemical analysis associated with the DMR's and MOR's are showing good numbers and are within permit requirements.

Chairman Demicco asked if there was any tropical storm damage at the WWTP. Director Sullivan stated that all was well there.

AGENDA #9 OTHER BUSINESS:

Director Sullivan explained to the Commissioners that staff had talked with a representative at the Jewett City Savings Bank about interest rates on our accounts. They suggested changing some accounts to Business Money Market accounts that would yield higher interest rates than what they are currently in. All Commissioners agreed that this is a good business practice to find better interest rates and to proceed with changing any and all accounts that would qualify at the Jewett City Savings Bank.

Director Sullivan informed the Commissioners that the State of Connecticut Partnership for Insurance coverage will be changing from Oxford Health Care to Anthem and that the rates would be increasing by approximately \$56.00 per month per participant as of October 1, 2020.

AGENDA #7 ADDRESS PUBLIC CONCERNS:

Director Sullivan stated that he had none at this time.

Chairman Demicco stated he wanted to extend a thank you to the crews for working long hours during and after Tropical Storm Isaias. Director Sullivan stated that there were spotty outages and all were back on within twenty-four hours. He also stated that he would be sending in information to Todd Babbitt by Friday for possible submission to FEMA.

After many issues being discussed regarding Eversource's outages outside our service territory, Director Sullivan suggested the possibility of calling them and offering them mutual aid only after our customers are back on.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 5:04 pm. The motion was seconded with all in favor.

Respectfully submitted,

Debra L. Bingell
Secretary to the Board