

**Jewett City Department of Public Utilities  
Board of Commissioners  
Meeting Minutes  
March 11, 2020**

The regular meeting of the Board of Public Utilities Commissioners was held in the office of the DPU on Wednesday, March 11, 2020, at 4:30 pm.

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

**AGENDA #2 APPROVE THE MINUTES OF THE REGULAR MONTHLY BOARD MEETING HELD ON FEBRUARY 12, 2020:**

Comm. Comfort made the motion to approve the minutes of the regular monthly board meeting held on February 12, 2020 as written and distributed prior to the meeting. The motion was seconded with all in favor.

**AGENDA #3 READING OF COMMUNICATIONS:**

Enclosed was a copy of the Virtus Investment dividend received that has been deposited into the pension checking account.

**AGENDA #4 REPORTS OF OTHER COMMISSIONERS:**

Comm. Throwe stated that there is a Governance Meeting coming up at CMEEC.

Chairman Demicco stated that he has Audit and Legislative Meetings at CMEEC and had attended the Borough of Jewett City meeting regarding the flood wall at the Wastewater Treatment Facility.

**AGENDA #5 REATIFY VERBAL DECISION TO WAIVE BUY-IN AND TIE-IN FEES FOR NEW SENIOR CENTER:**

After some discussion, Chairman Demicco made the motion to waive the Buy-In and Tie-In Fees for sewer connection to the new Senior Center being built on Taylor Hill. The motion was seconded with all in favor.

**AGENDA #6 SEWER UPDATE:**

Director Sullivan stated that everything is running well at the wastewater treatment plant.

Director Sullivan informed the Commissioners that he attended a meeting in Hartford with Warden Sharkey at which they were asked questions regarding the flood wall, where the water would go, and if the neighbors had been contacted about the intent to build this wall. Director Sullivan stated that CLA Engineering would be working to determine where the water would go when the flood wall was installed. He also stated that they were told that criteria would need to be satisfied with NEPA and also with Connecticut CEPA. He stated that the JCDPU would work with the State of CT so that when we go for the permit everything is in place to build. Director Sullivan stated that this project should be grant eligible for the costs. He also stated that a Hydrology Study might cost \$25,000.00 but said that this may or may not be required.

Director Sullivan informed the Commissioners that the Sewer Treatment Division Budget has been started and asked them for a date that is good for them to hold a special meeting to take action on it. After some discussion, the Board agreed that April 20, 2020 at 5:00 pm would be good for them.

**AGENDA #7 RATIFY 37 RUSSELL CHARGES REDUCED TO 19 (FROM 98) LETTER TO TIE TRAILER INTO COLLECTION SYSTEM PER POLICY:**

Director Sullivan referenced the enclosed policies that state properties inside the borough limits should be tied into the waste water system. After some discussion regarding 37 Russell Street not being connected to the sewer main but having a septic system, Chairman Demicco made the motion to ratify the verbal decision to reduce the sewer charges from 98 units to 19 units and to notify the owner that his properties is within the borough and should be tied into the waste water system as soon as possible. The motion was seconded with all in favor.

**AGENDA #8 RATIFY VERBAL DECISION TO WRITE-OFF UNCOLLECTABLE ACCOUNTS FOR SEWER DIVISION:**

After some discussion, Comm. Comfort made the motion to ratify the verbal decision to write off uncollectable accounts in the sewer division in the total amount of \$1,040.25 and as stated that they were too old to pursue through a collection agency. The motion was seconded with all in favor.

**AGENDA #9 OTHER BUSINESS:**

Director Sullivan informed the Commissioners that he has finalized the contract with the Griswold School System regarding LED light retrofitting in the Griswold Elementary School. He stated that \$75,000.00 would be gifted to the project JCDPU would finance the Griswold School System for the balance of \$199,540.00 plus interest at 3.5% over a seven-year period. He also stated that the project should begin in the middle of April.

Director Sullivan stated that new buildings were being built on Pleasant View with about six apartments in each.

Director Sullivan stated that he has seen cars being moved into the new dealership on Route 12 in Lisbon and that they may be opening soon.

Director Sullivan stated that there is some progress being made on the new senior center on Taylor Hill.

**AGENDA #10 ADDRESS PUBLIC CONCERNS:**

There were no public concerns at this meeting.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:52 pm. The motion was seconded with all in favor.

Respectfully submitted,

Debra L. Bingell  
Secretary to the Board