



NORWICH BOARD OF PUBLIC UTILITIES' COMMISSIONERS  
REGULAR MEETING

June 27, 2017

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A Regular Meeting of the Norwich Board of Public Utilities' Commissioners was held on Tuesday, June 27, 2017 in the 2<sup>nd</sup> Floor Board Room of Norwich Public Utilities (NPU) located at 16 South Golden Street, Norwich.

Item 1. The Meeting was called to order at 6:00 p.m. by Chairman Pro Tem Grace Jones.

Present: Chairman Pro Tem Grace Jones and Commissioners Steven Becker, Stewart Peil, Michael Goldblatt and Robert Staley. Also in attendance were: General Manager John Bilda and NPU Staff Members Chris LaRose, Steve Sinko, Kerri Kemp, Jeff Brining, Laura Huren and Chris Riley.

Chairman Pro Tem Jones welcomed Commissioners Goldblatt and Staley to the Board and asked all Board members to introduce themselves.

- Organization of the Board. Commissioner Peil, seconded by Commissioner Becker moved to nominate Chairman Pro Tem Jones as Chairman of the Board. Unanimously approved.
- Commissioner Becker, seconded by Commissioner Goldblatt moved to nominate Commissioner Peil as Vice Chairman of the Board. Unanimously approved.
- Commissioner Goldblatt, seconded by Commissioner Becker moved to nominate Commissioner Staley as Secretary of the Board. Unanimously approved.

Item 2. Fifteen-Minute Public Comment Period. The following residents offered comments to the Board on the Ethics Commission's recommendations. Scott Harrington, 219 Walpole Street, Chris Dixon, 15 Parkwood Drive, Joanne Philbrick, 10 Elm Avenue, Linda Bertleson, 24 Manwaring Road. Chairman Jones thanked each for their comments.

Item 3. Minutes of the Regular May Meeting held on Tuesday, May 23, 2017. Vice Chairman Peil, seconded by Commissioner Becker moved to approve the Minutes of the Regular May Meeting held on Tuesday, May 23, 2017. Voted in favor: Chairman Jones, Vice Chairman Peil and Commissioner Becker. Abstained: Secretary Staley and Commissioner Goldblatt. Motion passed.

Chairman Jones then welcomed Mayor Hinchey to the meeting. Mayor Hinchey gave an update to the Board on current projects and welcomed both Secretary Staley and Commissioner Goldblatt to the Board. Informative.

Item 4. NPU Leadership Team Update. The Board discussed updates from the Leadership Team. Discussion followed. Informative.

Item 5. Strategic Presentations. NPU 101. General Manager Bilda and his staff presented the Board with and overview of NPU's operations. Discussion followed. Informative.

Item 6. Financial Report. Informative.

Commissioner Becker, seconded by Vice Chairman Peil moved to recess the Board Meeting and enter into the Sewer Authority Meeting at 8:11 p.m. Unanimously approved.

The Board Meeting resumed at 8:16 p.m.

Item 7. General Business. Review of Ethics Commissions Recommendations. General Manager Bilda stated that he would like to discuss the recommendations in two parts: the first regarding changes made per the Ethics Commission's recommendations and the second in Executive Session as a personnel issue. He then stated in response to the Ethics Commission's recommendations:

- All Leadership staff has completed all required ethics training
- Board Governance has been revised
- All employee travel is now reviewed
- New travel guidelines have been established
- A travel portal has been developed
- CMEEC retreat policy, code of ethics and sanctions with the CEO are being addressed

Discussion with the Board followed. Informative.

Item 8. Executive Session – To Discuss Confidential Trade Secret & Commercially Valuable Confidential or Proprietary Information Not Subject to Inspection or Public Disclosure Pursuant to Section 1-210[5] and 7-232a of the CT General Statutes. This information is commercially valuable, confidential and proprietary and is not subject to public disclosure, pursuant to Public Act No. 98-212 as it relates to personnel matters.

Vice Chairman Peil, seconded by Commissioner Goldblatt, moved to enter into Executive Session at 8:27 p.m. Unanimously approved. General Manager Bilda was asked to stay for Executive Session.

The Board came out of Executive Session at 9:19 p.m. No votes were taken.

Secretary Staley, seconded by Commissioner Goldblatt moved that in the interest of resolving the recommendations of the Ethics Commission in the context of the limitations of employee contracts, we follow the example of the City Council and hire legal counsel to advise us on appropriate responses. Furthermore, we resolve to plan to finalize the review by September in hopes the NPU can continue its focus on outstanding service. Unanimously approved.

The next Regular Meeting is scheduled to be held on Tuesday, July 25, 2017.

Commissioner Becker, seconded by Vice Chairman Peil moved to adjourn the Meeting at 9:22 p.m.

Attest:

Robert Staley  
Secretary