



NORWICH BOARD OF PUBLIC UTILITIES' COMMISSIONERS
SPECIAL MEETING
December 19, 2019

The Special December Meeting of the Norwich Board of Public Utilities' Commissioners was held on Thursday, December 19, 2019, in the 2nd Floor Board Room of Norwich Public Utilities (NPU), 16 South Golden Street, Norwich.

Item 1. The Meeting was called to order at 6:00 p.m. by Chairman Robert Staley.

Present: Chairman Robert Staley, Vice Chairman Stewart Peil, Secretary Steven Becker, Commissioner Michael Goldblatt and Commissioner William Warzecha. Also in attendance were: General Manager Chris LaRose, and NPU staff members Steve Sinko, Kerri Kemp, Jeff Brining, Larry Sullivan, Marylou Rychling, Chris Riley, Ruth Swift, Laura Huren and Elier Alvarado.

Item 2. Fifteen-Minute Public Comment Period. None.

Item 3. Minutes of the Regular November Meeting, held on Tuesday, November 19, 2019. Vice Chairman Peil, seconded by Commissioner Warzecha moved to approve the Minutes of the Regular November Meeting held on Tuesday, November 19, 2019. Voted in favor: Chairman Staley. Abstained: Secretary Becker and Commissioner Warzecha.

Item 4. NPU Leadership Team Update. Informative.

Item 5. Financial Report. Finance & Audit Review. Commissioner Goldblatt gave an update on the December 19th meeting. Informative.

Utility Cost of Service Study Progress. Laura Huren updated the Board on the Cost of Service Study. Informative.

Item 6. Strategic Presentations. None.

Item 7. Action Items. 2020 Finance & Audit Subcommittee Meeting Schedule. Commissioner Goldblatt, seconded by Commissioner Warzecha moved to approve the 2020 Finance & Audit Subcommittee Meeting Schedule. Unanimously approved.

2020 Economic Development Subcommittee Meeting Schedule. Vice Chairman Peil, seconded by Commissioner Goldblatt, moved to approve the 2020 Economic Development Subcommittee Meeting Schedule. Unanimously approved.

Item 8. General Business. Fitchville Water Main Break. General Manager LaRose provided an update on a recent water main break of Fitchville Road. Both General Manager LaRose and the Board were complimentary on the considerable efforts by NPU crews in the field.

CMEEC Update. Vice Chairman Peil updated the Board on the new CMEEC CEO, who will start on January 6, 2020.

Countryside Water Project Update. General Manager LaRose updated the Board on the project, which was approved by the Commission on the City Plan. The project will be reviewed and considered by City Council in January.

Secretary Becker, seconded by Commissioner Goldblatt moved to recess the Board Meeting at 6:17 p.m. and enter into the Sewer Authority Meeting. Unanimously approved.

The Board Meeting resumed at 7:05 p.m.

Item 9. 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 public disclosure, pursuant to Public Act No. 98-212; and,

To Discuss Personnel Matters of an Employee(s) and/or Public Official, pursuant to Chapter 14, Section 1-200 (6) (A) of the Connecticut Statutes. Secretary Becker, seconded by Commissioner Goldblatt moved to enter into Executive Session at 7:06 p.m. Unanimously approved. General Manager LaRose, Steve Sinko, Kerri Kemp, Chris Riley and Elier Alvarado were asked to stay for Executive Session.

The Board came out of Executive Session at 8:14 p.m.

Item 10. Action Item. Meter Technician Job descriptions. Vice Chairman Peil, seconded by Commissioner Warzecha moved to approve the Meter Technician job descriptions. Unanimously approved.

The next Regular Meeting is scheduled to be held on Tuesday, January 28, 2020.

Vice Chairman Peil, seconded by Commissioner Warzecha moved to adjourn the Meeting at 8:15 p.m.

Attest:

Steve Becker
Secretary