



NORWICH BOARD OF PUBLIC UTILITIES' COMMISSIONERS
&
SEWER AUTHORITY OF THE CITY OF NORWICH

REGULAR MEETINGS
June 29, 2021

The Regular Meeting of the Norwich Board of Public Utilities' Commissioners and the Sewer Authority of the City of Norwich was held on Tuesday, June 29, 2021 by Webex and 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, Commissioner Michael Goldblatt and Commissioner William Warzecha. Also in attendance were General Manager Chris LaRose, Steve Sinko, Jeff Brining, Michele Addabbo, Laura Huren, Chris Riley, John Covey, Barry Ellison, Brenda Button, Eric McDermott, Larry Sullivan, Mary Lou Rychling and Ruth Swift.

Item 2. Fifteen-Minute Public Comment Period. Paula Licitra, Norwich Woods LLC., asking for a response to her recent request for clarification on a legal matter.

Item 3. Minutes of the Regular Board of Public Utilities' Commissioners Meeting and Sewer Authority of the City of Norwich, held on Tuesday, May 25, 2021. Motion to approve made by Commissioner Warzecha, seconded by Secretary Goldblatt. Unanimously approved.

Item 4. Information and Updates Provided to the Board in advance of the meeting.

- Leadership Team Update
- Retirement Update
- Covid 19 Financial Update

Item 5. Action Items. Country Side Water Main Project Resolution. Jeff Brining spoke to the Board regarding the status of the Country Side Water Main Project. Discussion followed. Vice Chairman Peil, seconded by Commissioner Warzecha moved to approve the following Resolution. Unanimously approved.

Norwich Board of Public Utilities' Commissioners Resolution

RESOLUTION APPROVING AMENDMENTS INCREASING THE APPROPRIATION AND WATER REVENUE BOND AUTHORIZATION TO \$997,500 TO FINANCE ADDITIONAL COSTS FOR THE PLANNING, ACQUISITION, AND CONSTRUCTION OF A WATER MAIN AND SERVICE LINES FOR THE COUNTRYSIDE DRIVE ASSOCIATION AND RECOMMENDING THE CITY COUNCIL APPROVE SUCH AMENDMENTS TO THE COUNTRYSIDE DRIVE ASSOCIATION WATER MAIN AND SERVICE LINE BOND ORDINANCE.

Resolved, the Board of Public Utility Commissioners (the "Board") having considered:

1. Requirements for the construction of a water main and service lines for the Countryside Drive Association (the "Project"),
2. An Ordinance proposed to be adopted by the Council of the City of Norwich (the "Council") entitled:

AN ORDINANCE INCREASING THE APPROPRIATION FROM \$750,000 TO \$997,500 FOR THE PLANNING, ACQUISITION, AND CONSTRUCTION OF A WATER MAIN AND SERVICE LINES FOR THE COUNTRYSIDE DRIVE ASSOCIATION, INCREASING THE AUTHORIZATION FROM \$750,000 TO \$997,500 FOR THE ISSUANCE OF REVENUE BONDS OF THE CITY SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO (the "Amending Ordinance" attached hereto)

which will amend the Project bond ordinance as adopted by the Council on January 6, 2020, to increase the appropriation and water revenue secured bond issuance authorization from \$750,000 to \$997,500,

3. The Joint Resolution of the City of Norwich, Connecticut and the Board of Public Utility Commissioners of the City of Norwich, Water System General Revenue Bond Resolution approved by the City Council on August 7, 2000 and the Board on July 17, 2000, as amended, (the "General Resolution"),

all of which are in connection with planning, design, acquisition, and construction of (i) a water main on Lawler Lane from the existing Norwich Public Utilities water main on Canterbury Turnpike and Lawler Lane, (ii) a water main on Sunrise Street and Evergreen Street looping back onto Canterbury Turnpike, and (iii) service lines from the new mains to the premises currently served by the Countryside Drive Association community well system which will be abandoned as part of the project, including, but not limited to, all related site work, easements, land acquisition, materials, installation and deployment costs, and such additional improvements as may be accomplished within said appropriation provided herein, and including all administration, advertising, printing, legal, and financing costs as more fully set forth in the Amending Ordinance and the Ordinance, "as amended", both attached hereto (hereafter the "Project"),

hereby authorizes, approves and ratifies: 1) the Amending Ordinance and the Ordinance, "as amended", and recommends its adoption to the City Council, and the General Resolution which it approves and ratifies, 2) the Project, 3) entering into Project Loan and Subsidy Agreement with respect to the Project including any amendment, as applicable, and 4) entering into all other agreements and contracts necessary to implement the Project herein authorized, including, but not limited to, any water service or benefit assessment agreement with a maximum term of not more than 20 years. The General Manager is authorized on behalf of the Board to enter into a loan agreement and such other contracts with such additions, revisions and deletions as in his judgment are in the best interest of the Board, including a schedule to fund a debt service reserve fund, and to revise the General Resolution, including the addition of information, completion of schedules, or such other changes as may facilitate the project and its financing, provided, the full faith and credit of the City shall not be pledged to secure the bonds authorized to finance the Project. The Board specifically authorizes and approves the Project, the issuance of up to \$997,500 of water system revenue bonds (inclusive of any prior PLOs and any outstanding IFOs, if any), the pledge established by the General Resolution, the delegation to the General Manager of authority and responsibility, the terms and conditions of issuing debt, all as set forth therein, and covenants to establish the rates necessary to pay the bonds and to comply with the provisions and requirements therein. The Board recommends that the City Council take all action necessary to approve the Project and its financing, including approval of the Amending Ordinance.

Council's Amending Ordinance

AN ORDINANCE INCREASING THE APPROPRIATION FROM \$750,000 TO \$997,500 FOR THE PLANNING, ACQUISITION, AND CONSTRUCTION OF A WATER MAIN AND SERVICE LINES FOR THE COUNTRYSIDE DRIVE ASSOCIATION, INCREASING THE AUTHORIZATION FROM \$750,000 TO \$997,500 FOR THE ISSUANCE OF REVENUE BONDS OF THE CITY SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AUTHORIZING THE CITY AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORWICH:

Section 1. An Ordinance adopted January 6, 2020, entitled "AN ORDINANCE APPROPRIATING \$750,000 FOR THE PLANNING, ACQUISITION, AND CONSTRUCTION OF A WATER MAIN AND SERVICE LINES FOR THE COUNTRYSIDE DRIVE ASSOCIATION AND AUTHORIZING THE ISSUANCE OF \$750,000

REVENUE BONDS OF THE CITY SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO” (the “Prior Ordinance”), which ordinance is hereby ratified, confirmed and adopted, is amended to increase the appropriation and bond authorization therein by \$247,500, from \$750,000 to \$997,500. The changed portions of the Prior Ordinance set forth in cross marks representing deletions and bold representing additions is as follows:

Section 2. The title of the Ordinance is amended to read as follows:

AN ORDINANCE APPROPRIATING ~~\$750,000~~ **\$997,500** FOR THE PLANNING, ACQUISITION, AND CONSTRUCTION OF A WATER MAIN AND SERVICE LINES FOR THE COUNTRYSIDE DRIVE ASSOCIATION AND AUTHORIZING THE ISSUANCE OF ~~\$750,000~~ **\$997,500** REVENUE BONDS OF THE CITY SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO

Section 3. Section 1 of the Prior Ordinance is amended to read as follows:

“Section 1. The sum of ~~\$750,000~~ **\$997,500** is appropriated for the planning, design, acquisition, and construction of (i) a water main on Lawler Lane from the existing Norwich Public Utilities water main on Canterbury Turnpike and Lawler Lane, (ii) a water main on Sunrise Street and Evergreen Street looping back onto Canterbury Turnpike, and (iii) service lines from the new mains to the premises currently served by the Countryside Drive Association community well system which will be abandoned as part of the project, including, but not limited to, all site work, easements, land acquisition, materials, installation and deployment costs, and such additional improvements as may be accomplished within said appropriation provided herein, and including all administration, advertising, printing, legal, and financing costs (hereafter the “Project”) as shall be determined by the Norwich Department of Public Utilities (the “Department”). Said appropriation shall be inclusive of state and federal grants in aid thereof. The Department is authorized to enter into contracts, expend the appropriation and implement the Project herein authorized.”

Section 4. Section 2 of the Prior Ordinance is amended to read as follows:

“Section 2. The estimated useful life of the Project is twenty years. The total estimated cost of the Project is ~~\$750,000~~ **\$997,500**. ~~\$750,000~~ **\$997,500** of the total Project cost is estimated to be financed by or through a **combination of (i) the State of Connecticut pursuant to its Clean Water Fund Program (as hereinafter defined), through grants and a subsidized interest loan, (ii) other state and federal grants, and (iii) additional moneys from the City or the Department.** The Project is a general benefit to the City of Norwich and its general governmental purposes.”

Section 5. Subsection (iii) [third sentence] and (v) of Section 3 of the Prior Ordinance are amended to read as follows:

“(iii) . . . The City may issue Clean Water Fund Obligations in one or more series and in such denominations as the Issuer Officials shall determine, provided that the total of all such Clean Water Fund Obligations, bonds and notes issued and appropriation expended pursuant to this ordinance shall not exceed ~~\$750,000~~ **\$997,500**. . . .”

“(v) any combination of bonds, temporary notes, notes, or obligations as set forth in the preceding subsections may be issued, provided that the total, aggregate principal amount thereof outstanding, and including the amount of grant funding obtained pursuant to a Project Grant and Project Loan Agreement, at any time shall not exceed ~~\$750,000~~ **\$997,500**.”

Section 6. The amount of \$997,500 is substituted for the amount \$750,000 in the Prior Ordinance unless otherwise provided herein.

Section 7. The City Clerk shall cause an ordinance incorporating all amendments into one complete text to be prepared, labeled “As Amended” at the top, and filed with the minutes of the Meeting at which the Amending Ordinance is adopted.

Section 8. This Amending Ordinance shall be effective upon adoption by the City Council and its approval by the Board.

AS AMENDED

AN ORDINANCE APPROPRIATING \$997,500 FOR THE PLANNING, ACQUISITION, AND CONSTRUCTION OF A WATER MAIN AND SERVICE LINES FOR THE COUNTRYSIDE DRIVE ASSOCIATION AND AUTHORIZING THE ISSUANCE OF \$997,500 REVENUE BONDS OF THE CITY SECURED SOLELY BY WATER REVENUE TO MEET SAID APPROPRIATION, AND AUTHORIZING THE CITY AND DEPARTMENT OF PUBLIC UTILITIES TO ENTER INTO GRANT AND LOAN AGREEMENTS AND A JOINT RESOLUTION WITH THE STATE OF CONNECTICUT WITH RESPECT THERETO

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORWICH:

The sum of \$997,500 is appropriated for the planning, design, acquisition, and construction of (i) a water main on Lawler Lane from the existing Norwich Public Utilities water main on Canterbury Turnpike and Lawler Lane, (ii) a water main on Sunrise Street and Evergreen Street looping back onto Canterbury Turnpike, and (iii) service lines from the new mains to the premises currently served by the Countryside Drive Association community well system which will be abandoned as part of the project, including, but not limited to, all site work, easements, land acquisition, materials, installation and deployment costs, and such additional improvements as may be accomplished within said appropriation provided herein, and including all administration, advertising, printing, legal, and financing costs (hereafter the "Project") as shall be determined by the Norwich Department of Public Utilities (the "Department"). Said appropriation shall be inclusive of state and federal grants in aid thereof. The Department is authorized to enter into contracts, expend the appropriation and implement the Project herein authorized.

The estimated useful life of the Project is twenty years. The total estimated cost of the Project is \$997,500. \$997,500 of the total Project cost is estimated to be financed by or through a combination of (i) the State of Connecticut pursuant to its Clean Water Fund Program (as hereinafter defined), through grants and a subsidized interest loan, (ii) other state and federal grants, and (iii) additional moneys from the City or the Department. The Project is a general benefit to the City of Norwich and its general governmental purposes.

To meet said appropriation:

bonds of the City or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the twentieth year after their date (or such longer term as may be authorized). Said bonds may be issued in one or more series as determined by the City Manager, the Comptroller - acting on behalf of the City herein - and General Manager City of Norwich Department of Public Utilities - acting on behalf of the Department and the Board of Public Utilities Commissioners (hereafter the "Board") herein - (the "Issuer Officials") and the amount of bonds of each series to be issued shall be fixed by the Issuer Officials in the amount necessary to meet the Issuer's share of the cost of the Project determined after considering the estimated amount of the State and Federal grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denomination of \$1,000 or a whole multiple thereof, or, be combined with other bonds of the Issuer and such combined issue shall be in the denomination per aggregate maturity of \$1,000 or a whole multiple thereof, be issued in bearer form or in fully registered form, be executed in the name and on behalf of the City by the facsimile or manual signatures of the Issuer Officials bear the City seal or a facsimile thereof, be certified by a bank or trust company designated by the Issuer Officials, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company designated by the Issuer Officials and be approved as to their legality by Bond Counsel. They shall bear such rate or rates of interest as shall be determined by the Issuer Officials. The issuance of such bonds in one or more series, the aggregate principal amount of bonds to be issued, the annual installments of principal, redemption provisions, if any, the date, time of issue and sale and other terms, details and particulars of such bonds shall be determined by the Issuer Officials, in accordance with the Joint Resolution. In the case of Parity Indebtedness as defined in the Joint Resolution between the City of Norwich and the Board (as hereinafter defined as the "Joint

Resolution”), the Issuer Officials, shall also determine the revenues and property to be pledged for payment of such Parity Indebtedness; or

temporary notes of the City may be issued in one or more series pursuant to Section 7-244a of the General Statutes of Connecticut, as amended. The amount of such notes to be issued, if any, shall be determined by the Issuer Officials, and they are hereby authorized to determine the date, maturity, interest rate, form and other details and particulars of such notes, and to sell, execute and deliver the same; or

(iii) interim funding obligations and project loan obligations or any other obligations of the City (hereinafter “Clean Water Fund Obligations”) evidencing an obligation to repay any portion of the costs of the Project determined by the State of Connecticut Department of Environmental Protection, Public Health or other department as applicable to be eligible for funding under Section 22a-475 et seq. of the Connecticut General Statutes, as the same may be amended from time to time (the “Clean Water Fund Program”). The General Manager City of Norwich Department of Public Utilities (the “General Manager”) is authorized in the name and on behalf of the City and the Board to apply for and accept any and all Federal and State loans and/or grants-in-aid of the Project and is further authorized to expend said funds in accordance with the terms hereof and in connection therewith to contract in the name of the Department with engineers, contractors and others. The City may issue Clean Water Fund Obligations in one or more series and in such denominations as the Issuer Officials shall determine, provided that the total of all such Clean Water Fund Obligations, bonds and notes issued and appropriation expended pursuant to this ordinance shall not exceed \$997,500. The Issuer Officials are hereby authorized to determine the amount, date, maturity, interest rate, form and other details and particulars of such interim funding obligations and project loan obligations, subject to the provisions of the Clean Water Fund Program, and to execute and deliver the same. Clean Water Fund Obligations shall be secured solely from a pledge of water system revenues; or

(iv) promissory notes, bonds or other obligations made payable to the United States of America to meet any portion of the costs of the Project determined by the federal government, including acting through the Rural Utility Service of the United States Department of Agriculture (“USDA”) or other federal program or agency, to be eligible for loan and/or grant monies; or

(v) any combination of bonds, temporary notes, notes, or obligations as set forth in the preceding subsections may be issued, provided that the total, aggregate principal amount thereof outstanding, and including the amount of grant funding obtained pursuant to a Project Grant and Project Loan Agreement, at any time shall not exceed \$997,500.

Bonds, temporary notes, or water assessment notes, Clean Water Fund Obligations and federal obligations all as set forth in section 3 are hereafter referred to as “Bonds.” The Bonds shall be water revenue bonds of the City, the payment of principal and interest on which shall be secured solely by revenues derived from the operation of the water system, including use charges, connection charges, benefit assessments or any combination thereof, investment income derived there from, or other property of the water system or revenue derived from the operation of the water system in accordance with the Joint Resolution. Each of the Bonds shall recite to the effect that every requirement of law relating to its issue has been duly complied with, that such Bond is within every debt and other limit prescribed by law, that such Bond does not constitute a general obligation of the City for which its full faith and credit is pledged, and that such Bond is payable solely from revenues, assessments, charges or property of the water system specifically pledged therefore.

The bonds authorized to be issued by section 3 shall be, issued and secured pursuant to the Joint Resolution approved by the City Council on August 7, 2000, and the Board on July 17, 2000, as amended, and as supplemented by various supplemental Resolutions adopted pursuant to the Joint Resolution, and which is hereby ratified, confirmed and approved in its entirety, including without limitation, the rate and revenue covenants therein. The Board irrevocably agrees to comply with the provisions of the Joint Resolution, including Supplemental Resolutions, including but not limited to: to set, establish and collect and maintain rates and revenue as necessary to continually comply with the terms, conditions and covenants of the General Resolution. The City irrevocably agrees to comply with the provisions of the General Resolution. In order to implement the provisions of the Joint Resolution the City and the Board may enter into an indenture of trust with a bank and trust company which indenture may contain provisions customarily included in revenue bond financings, including provisions of a similar nature to those in the Joint Resolution and which are necessary, convenient or advisable in connection with the issuance of the Bonds and their marketability. The Issuer Officials are hereby authorized to execute and deliver on behalf of the City and the Board an indenture in such final form and

containing such terms and conditions as they shall approve, and their signatures on any such indenture shall be conclusive evidence of their approval as authorized hereby.

The Issuer Officials on behalf of the City and the Board are authorized to agree to additional terms and to delete or change existing terms and otherwise amend the form of Joint Resolution in order to obtain State or federal funding, provide better security for the bonds, correct any matter, cure any ambiguity or defect or otherwise benefit the Issuer in their judgment. Such additional or different terms may include restrictions on the use of water funds or fund balance or water operations, coverage ratios, additional or changed reserve requirements, identification and pledge of revenues securing the Bonds, providing for the form of the Bonds, conditions precedent to the issuance of Bonds and additional Bonds, the establishment and maintenance of funds and the use and disposition there from, including but not limited to accounts for the payment of debt service, the payment of operating expenses, debt service reserve and other reserve accounts, providing for the issuance of subordinated indebtedness, defining an event of default and providing for the allocation of revenues in such event, credit enhancement, providing for a pledge and allocation of water revenues to pay for obligations issued by third parties, and provisions of a similar and different nature to those in the Joint Resolution and which are necessary, convenient or advisable in connection with the issuance of the Bonds and their marketability, and to obtain the benefits of any state or federal grant or low interest loan program, including but not limited to the Clean Water Fund and Federal Department of Agriculture Programs. The Issuer Officials are hereby authorized, in addition to the General Resolution, to execute and deliver on behalf of the Issuer and the Board an indenture of trust in such final form and containing such terms and conditions as they shall approve, and their signatures on any such indenture shall be conclusive evidence of their approval as authorized hereby.

The issue of the Bonds aforesaid and of all other bonds or notes of the City heretofore authorized but not yet issued, as of the effective date of this Ordinance, would not cause the indebtedness of the City to exceed any debt limit calculated in accordance with law.

Said Bonds shall be sold by the Issuer Officials in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the Bonds shall be sold upon sealed proposals at not less than par and accrued interest on the basis of the lowest not or true interest cost to the City. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the Bonds are sold by negotiation, the Issuer Officials, are authorized to execute a purchase agreement on behalf of the City and Board containing such terms and conditions as they deem appropriate and not inconsistent with this Ordinance.

Resolution of Official Intent to Reimburse Expenditures with Borrowings. The City of Norwich (the "Issuer") hereby expresses its official intent pursuant to section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and after the date of passage of this Resolution in the maximum amount and for the capital project defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the Issuer. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later date the Regulations may authorize. The Issuer hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Comptroller, and General Manager City of Norwich Department of Public Utilities or their designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

It is hereby found and determined that it is in the public interest to issue all, or a portion of, the Bonds, Notes or other obligations of the City authorized to be issued herein as qualified private activity bonds, or with interest that is includable in gross income of the holders thereof for purposes of federal income taxation. The Issuer Officials are hereby authorized to issue and utilize without further approval any financing alternative currently or hereafter available to municipal government pursuant to law, including but not limited to any "tax credit bond," or "tax advantaged bond".

The General Manager is authorized on behalf of the Board and the City to enter into a loan and subsidy agreement and such other contracts and agreements necessary to implement the Project herein authorized, including, but not limited to, any water service or benefit assessment agreement with a maximum term of not more than 20 years, with such additions, revisions and deletions as in his judgment are in the best interest of the Board and the City, including the addition of information, completion of schedules, or such other changes as may facilitate the Project and its financing.

This Ordinance shall be effective upon adoption by the City Council and its approval by the Board.

Sewer Connection Fee Hardship Payment Plan Resolution. Laura Huren spoke to the Board regarding the Sewer Connection Fee Hardship Payment Plan Resolution. Discussion followed. Secretary Goldblatt, seconded by Commissioner Warzecha moved to approve the following Resolution. Unanimously approved.

WHEREAS, the Sewer Authority of the City of Norwich approved a Sewer Capital Connection Fee on September 27, 2005, which is governed by a policy that was last edited and approved on June 25, 2019 (hereinafter, the "Policy"), which Policy assessed a connection charge due and payable in the amount of \$2,500 for each new or expanded Equivalent Dwelling Unit (EDU) that connected to the municipal sewer system; and

WHEREAS, the connection charge, as set forth in the Policy, is due and payable in full upon issuance of a Sewer Connection Permit and certificate of occupancy; and

WHEREAS, the Sewer Authority recognizes the economic and financial hardship that having to pay this connection charge in one lump sum payment can cause to residential customers at the time of connection to the sewer system.

NOW THEREFORE BE IT RESOLVED that we, the Sewer Authority of the City of Norwich, do hereby approve and institute the Norwich Public Utilities Sewer Capital Connection Fee – Residential Hardship Payment Plan Policy ("Hardship Policy"). The Hardship Policy is intended to allow qualifying customers, under the limited circumstances set forth in the Hardship Policy itself, to enter into a monthly installment payment plan arrangement with Norwich Public Utilities in lieu of requiring the connection charge to be paid in one lump sum upon issuance of the Sewer Connection Permit.

Sewer Capital Connection Fee – Residential Hardship Payment Plan Policy

Pursuant to Chapter 103 of the Connecticut General Statutes and the Sewer Regulations, Norwich Public Utilities (NPU) has adopted a Sewer Capital Connection Fee ("Sewer Capital Connection Fee") for new connections and the increase of existing discharge to the Norwich sewer system ("Sewer System"). NPU has established a Sewer Capital Connection Fee Policy (revised on July 1, 2019), which incorporates the attached Connection Fee Schedule (hereinafter, collectively the "Policy"). For purposes of this Residential Hardship Payment Plan Policy, the same definitions set forth in Section 7 of the Policy shall apply. Applicants that are connecting to the Sewer System are responsible for the Sewer Capital Connection Fee as defined in the Policy. In accordance with the Sewer Capital Connection Fee Policy, payment for the Sewer Capital Connection Fee is to be received in full, prior to connection to the Sewer System. Understanding that in certain special circumstances, the lump-sum payment in full of the Sewer Capital Connection Fee may present a financial hardship to an Applicant, NPU is establishing this Policy that will allow a two-year payment plan process only under very limited circumstances as set forth herein.

For Applicants who seek to connect a residential Facility or Multi-unit Residential Facility of less than six (6) units to the Sewer System and who claim that payment of the Sewer Capital Connection Fee in a lump sum will present a financial hardship, such Applicants must do the following to NPU's satisfaction, in addition to complying with all requirements of the Policy to the extent they do not conflict with payment under the two-year payment plan:

- Execute an Affidavit in which the Applicant explains, under penalties of perjury, that financial hardship warrants their qualification for payment of the Sewer Capital Connection Fee under the two-year payment plan; and
- Execute the Sewer Capital Connection Fee Agreement acknowledging and agreeing that NPU will place a lien on the subject property for the amount of the Sewer Capital Connection Fee, which Agreement shall acknowledge that the Applicant agrees to the following in relevant part: (1) the Applicant's obligation to pay the Sewer Capital Connection Fee in equal monthly installment payments over the course of no more than a 24-month period; and (2) that in the event a monthly payment becomes delinquent, any outstanding balance will be subject to a penalty calculated at 1.5% per month, until the balance is brought current.

The NPU Sewer Authority authorizes NPU to offer this payment plan to any residential Applicant whose Facility or Multi-unit Residential Facility (of fewer than six (6) units) is subject to the Sewer Capital Connection Fee and who has submitted the required documentation as set forth in the Policy and in this Hardship Policy.

Item 6. CMEEC Update. Vice Chairman Peil gave an update to the Board regarding recent meetings of CMEEC. Informative.

Item 7. Finance & Audit Subcommittee Update. Secretary Goldblatt gave an update to the Board on the last Finance & Audit Subcommittee meeting. Informative.

Item 8. Gas Supply Contract. Steve Sinko updated the Board on the gas supply contract. Discussion followed.

Item 9. CEN Public Wi-Fi. John Covey updated the Board on the Connecticut Education Network Wi-Fi Project. Discussion followed.

Item 10. Energy Efficiency Plan. General Manager LaRose and Jeff Brining spoke to the Board regarding enhancements to NPU's Energy Efficiency Programs. Discussion followed.

Item 11. New Customer Bill Statement Update. Jeff Brining presented the Board with the most recent NPU newsletter which includes a summary of the new customer bill. Discussion followed.

Item 12. Strategic Plan Discussion/Q2 Update. General Manager LaRose discussed the strategic plan and associated proposals. Discussion followed.

Item 13. ARPA/Infrastructure Bill Update. Laura Huren and Larry Sullivan updated the Board on potential funding for NPU that may be available through the American Rescue Plan Act. Discussion followed.

Item 14. 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 CT General Statutes.

Secretary Goldblatt, seconded by Vice Chairman Peil moved to enter into Executive Session at 7:29 p.m. Unanimously approved. General Manager LaRose, Steve Sinko, Jeff Brining and John Covey were asked to stay for Executive Session.

The Board came out of Executive Session at 8:20 p.m. No votes were taken.

Vice Chairman Peil, seconded by Commissioner Warzecha moved to adjourn the meetings at 8:21 p.m. Unanimously approved.

The next Regular Meetings are scheduled to be held on Tuesday, July 27, 2021.

Attest:

Michael Goldblatt
Secretary