



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

September 28, 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, September 28, 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 6:04 p.m. by Chairman Robert Staley.

Present: Chairman Robert Staley, Vice Chairman Stewart Peil, Secretary Michael Goldblatt and Commissioner Ashon Avent. Commissioner William Warzecha joined the meeting at 6:30 p.m. Also in attendance were General Manager Chris LaRose, Steve Sinko, Jeff Brining, Michele Addabbo, Laura Huren, Chris Riley, Eric McDermott, John Covey, Mary Lou Rychling, Ruth Swift and Brenda Button. NCDC President Kevin Brown was also present by phone.

Item 2. Minutes of the Regular Board of Public Utilities' Commissioners Meeting and Sewer Authority of the City of Norwich, held on Tuesday, August 31, 2021. Motion to approve made by Secretary Goldblatt, seconded by Vice Chairman Peil. Unanimously approved.

Secretary Goldblatt, seconded by Vice Chairman Peil moved to move Action Item Business Park North Option Extension to the next item of discussion.

Item 8. Action Item. Business Park North Option Extension. Chairman Staley spoke to the Board regarding providing funding to NCDC to extend their option for the potential purchase of the property for a second business park in Norwich ("Business Park North"). Kevin Brown provided additional detail to the Board on progress made in the due diligence currently underway at the property and requested the Board approve the extension of the option. Discussion followed. Secretary Goldblatt, seconded by Vice Chairman Peil moved to approve the following resolution:

Norwich Board of Public Utilities Commission Resolution

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDMENT TO THE FUNDING AGREEMENT WITH NORWICH COMMUNITY DEVELOPMENT CORPORATION AND ANY RELATED DOCUMENTS, AND DETERMINING OTHER MATTERS IN ORDER TO FUND ECONOMIC DEVELOPMENT ACTIVITIES IN THE CITY OF NORWICH

WHEREAS, NPU believes it is in its interests to promote economic development in the City of Norwich in order to generate expanded utility consumption and increased revenue; and

WHEREAS, NPU has historically promoted and supported economic development efforts in the City of Norwich and the surrounding Greater Norwich region, including its annual funding of Norwich Community Development Fund ("NCDC") operations and activities from moneys in NPU's Economic Development Fund; and

WHEREAS, NCDC's primary purpose is to promote economic growth and development in the Greater Norwich region; and

WHEREAS, in connection with its purpose, NCDC regularly identifies and evaluates potential economic development projects in the Greater Norwich region; and

WHEREAS, NPU and NCDC originally entered into a Funding Agreement in July of 2019 (the "Funding Agreement") to further their cooperation in various economic development efforts.

NOW THEREFORE, BE IT RESOLVED, the Norwich Board of Public Utilities Commission (the "Board") hereby authorizes, approves, and ratifies:

1. That the General Manager of NPU is authorized to enter into, on behalf of NPU, the Funding Agreement Amendment and any other agreements, documents, certificates or writings that the General Manager, in his discretion, believes are necessary and appropriate to carry out the intent of the Funding Agreement Amendment and this resolution.
2. That the aggregate total amount of funding to be made by NPU under the Funding Agreement, as amended by the Funding Agreement Amendment, shall be increased by \$75,000.
3. That these resolutions be placed in the records of NPU along with the minutes of the meetings of the Board and that the Secretary of the Board is hereby authorized to certify that the foregoing resolutions have been adopted at a duly convened meeting of the Board.

Item 3. Fifteen-Minute Public Comment Period. None.

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

- Leadership Team Update. Discussion followed.
- Covid 19 Financial Update. Informative.

Item 5. Strategic Plan Quarterly Update. Informative.

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

Item 7. Economic Development Subcommittee Update. Chairman Staley provided the Board with an update of the subcommittee meeting earlier that week. Discussion followed.

Secretary Goldblatt left the meeting at 6:51 p.m.

Item 8. Action Items. Board & Sewer Authority Draft 2022 Meeting Schedule. Commissioner Warzecha, seconded by Commissioner Avent moved to approve the Board & Sewer Authority Draft 2022 Meeting Schedule. Unanimously approved.

Economic Development Subcommittee Draft 2022 Meeting Schedule. Commissioner Avent, seconded by Commissioner Warzecha moved to approve the Economic Development Subcommittee Draft 2022 Meeting Schedule. Unanimously approved.

Finance & Audit Subcommittee Draft 2022 Meeting Schedule. Commissioner Warzecha, seconded by Vice Chairman Peil moved to approve the Finance & Audit Subcommittee Draft 2022 Meeting Schedule. Unanimously approved.

Item 9. Strategic Presentations. Natural Gas Supply Update. Steve Sinko presented the Board with information on global and national factors impacting NPU's natural gas supply. Discussion followed.

Sewer Assessment Roadmap Schedule. Laura Huren updated the Board on the sewer assessment roadmap schedule. Discussion followed.

Item 10. 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.

Commissioner Avent, seconded by Commissioner Warzecha moved to enter into Executive Session at 7:16 p.m. Unanimously approved. General Manager LaRose, Steve Sinko, Jeff Brining and Chris Riley were asked to stay for Executive Session.

The Board came out of Executive Session at 7:43 p.m. Vice Chairman Peil, seconded by Commissioner Warzecha moved to adjourn the meeting at 7:44 p.m. Unanimously approved.

The next Regular Meetings are scheduled to be held on Tuesday, October 26, 2021.

Attest:

Michael Goldblatt
Secretary