



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

December 20, 2022

The Regular Meeting of the Norwich Board of Public Utilities' Commissioners and the Sewer Authority of the City of Norwich was held on Tuesday, December 20, 2022, 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 6:03 p.m. by Chairman Stewart Peil.

Present: Chairman Stewart Peil, Vice Chairman Ashon Avent and Secretary William Warzecha, Commissioner Robert Staley joined the meeting remotely at 6:15 p.m. and Commissioner Michael Goldblatt joined the meeting at 6:18 p.m. NPU staff in attendance were General Manager Chris LaRose, Steve Sinko, Jeff Brining, Michele Addabbo, Chris Riley, John Covey, Ruth Swift, Larry Sullivan, Eric McDermott, Barry Ellison, Laura Huren, Tom Finn and Dave Poore.

Item 2. Fifteen-Minute Public Comment Period. No members of the public were present for the public comment period.

Item 3. Minutes of the Regular Board of Public Utilities' Commissioners Meeting and Sewer Authority of the City of Norwich, held on Tuesday, November 29, 2022. Motion to approve made by Secretary Warzecha, seconded by Vice Chairman Avent. Unanimously approved.

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

- Leadership Team Update. Discussion followed.
- Financial Update. Informative.
- Strategic Plan Dashboard. Informative.

Item 5. CMEEC Update. Chairman Peil updated the Board on CMEEC activity. Informative.

Item 6. Strategic Presentations.

- Natural Gas Pipeline Capacity Opportunities. Steve Sinko provided the Board with information on natural gas pipeline capacity opportunities. Discussion followed.
- Lebanon Tank Lease/Purchase. General Manager LaRose and Steve Sinko spoke to the Board regarding the Lebanon Tank lease/purchase. Discussion followed.
- 2022 Accomplishments. General Manager LaRose updated the Board on NPU's 2022 accomplishments. Discussion followed.

Item 7. 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 Goldblatt, seconded by Vice Chairman Avent moved to enter into Executive Session at 7:27 p.m. Motion passed. General Manager LaRose, Steve Sinko, Jeff Brining and Michele Addabbo were asked to stay for the Executive Session.

The Board came out of Executive Session at 8:06 p.m.

Item 8. Action Items.

- Resolution Purchasing Lebanon Tank Property. Secretary Warzecha, seconded by Vice Chairman Avent moved to approve the following resolution. Unanimously approved.

RESOLUTION AUTHORIZING THE CITY OF NORWICH DEPARTMENT OF PUBLIC UTILITIES, ON BEHALF OF THE CITY OF NORWICH, TO EXERCISE AN OPTION TO PURCHASE LEASED PREMISES IN THE TOWN OF LEBANON, CONNECTICUT

WHEREAS, the City of Norwich, Connecticut (the “City”), acting by and through the Department of Public Utilities (“NPU” or “Lessee”) entered into a lease agreement with the Town of Lebanon, Connecticut (the “Town” or “Lessor,” together with NPU, the “Parties”) on April 28, 2014 (the “Lease Agreement”) for the right to use and occupy a certain parcel of real property located in the Town, as more specifically described in the Exhibits A & A-1 attached hereto (the “Leased Premises”) and to construct certain improvements, including a water tank, and other facilities at the Leased Premises (the “Facility”); and

WHEREAS, section 2(a) of the Lease Agreement states that the lease shall expire on the day before the tenth (10th) anniversary of the commencement date (the “Term”); and

WHEREAS, on January 31, 2015, the Parties entered into a supplement to the Lease Agreement (the “Supplemental Agreement”) which established certain pertinent dates under the Lease Agreement, including May 1, 2014 as the “Commencement Date” of the Lease Agreement; and

WHEREAS, as such, the Lease Agreement is set to expire on the day before the tenth (10th) anniversary of the Commencement Date, which is April 30, 2024, and

WHEREAS, section 2(a) of the Lease Agreement further states that the Lease Agreement will automatically renew for a period of ten (10) years unless the Lessee provides notice to the Lessor of its intent not to renew on or before the date which is one year prior to the expiration of the current Term, which is April 30, 2023 (the “Notice Deadline”); and

WHEREAS, section 2(b) of the Lease Agreement states that “[u]pon the expiration of the Term or sooner termination of the Lease, the City of Norwich may, at its election, purchase the Leased Premises from Lessor for a purchase price of One Dollar (\$1.00) (the “Purchase Option”);” and

WHEREAS, NPU, acting by and through the City, intends to exercise the Purchase Option, and provide written notice of same to the Lessor prior to the Notice Deadline.

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 exercise the Purchase Option contained in the Lease Agreement and enter into, on behalf of NPU, any documents in order to accomplish the acquisition of the Leased Premises.
2. That the General Manager of NPU shall provide the Lessor with written notice of NPU’s intent not to renew the Lease Agreement and of its intent to exercise the Purchase Option prior to the Notice Deadline.
3. That, in accordance with the Lease and the Charter of the City, the Leased Premises shall be purchased in the name of the City for the benefit of NPU.
4. 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.

- Authorizing Resolution Natural Gas Capacity. Commissioner Goldblatt, seconded by Vice Chairman Avent moved to approve the following resolution. Unanimously approved.

RESOLUTION

BE IT RESOLVED that Christopher LaRose, in his capacity as General Manager, serves as the Chief Executive Officer for the City of Norwich Department of Public Utilities and is duly authorized by the City of Norwich Board of Public Utilities Commissioners to pursue additional pipeline capacity of 1,000 dekatherms per day on the Repurposing to Ramapo (R2R) expansion project of Millennium Pipeline Company, LLC.

Item 9. Other Business. Secretary Warzecha, seconded by Vice Chairman Avent moved to approve a 5-year employment contract for General Manager LaRose. Unanimously approved.

Commissioner Goldblatt, seconded by Secretary Warzecha moved to adjourn the meeting at 8:15 p.m. Motion passed.

The next Regular Meetings are scheduled to be held on Tuesday, January 24, 2022.

Attest:

William Warzecha
Secretary