

NORWICH BOARD OF PUBLIC UTILITIES’ COMMISSIONERS

&

SEWER AUTHORITY OF THE CITY OF NORWICH

REGULAR MEETINGS

May 23, 2023

The Regular Meeting of the Norwich Board of Public Utilities’ Commissioners and the Sewer Authority of the City of Norwich was held on Tuesday, May 23, 2023, 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 Stewart Peil.

Present: Chairman Stewart Peil, Secretary William Warzecha and Commissioner Robert Staley. Vice Chairman Ashon Avent joined the meeting at 6:07 p.m. Absent: Commissioner Michael Goldblatt. NPU staff in attendance were General Manager Chris LaRose, Steve Sinko, Jeff Brining, Michele Addabbo, Eric McDermott, Tom Holmes, Mary Lou Rychling, Laura Huren, Val Kent, Larry Sullivan, Chris Riley, John Covey, Scott Caron, Dave Poore, Barry Ellison, Tom Finn, Shayleen Alfieri and Kylie Brear.

Item 2. Countryside Drive Water Assessment Public Hearing. Chairman Peil opened the Public Hearing at 6:18 p.m and asked for any public comment. Mark Perkins from Countryside Drive Homeowner Association thanked NPU for moving his neighborhood to city water. Chairman Peil then asked two times for any comments from the public. Hearing none, the public hearing was closed.

Item 3. Fifteen-Minute Public Comment Period. Joanne Philbrick spoke to the Board regarding NPU’s customer service and communication regarding the Kentucky Derby. John Jones spoke to the Board regarding a water main installation.

Item 4. Approval of the Minutes of the Regular Board of Public Utilities’ Commissioners Meeting and Sewer Authority of the City of Norwich, held on Tuesday, April 25, 2023.  Secretary Warzecha asked for a clerical change on the agenda to read the next meeting will be held on Tuesday, June 27, 2023. Motion to approve made by Commissioner Staley, seconded by Secretary Warzecha. Unanimously approved.

Item 5. Information and Updates provided to the Board in advance of the meeting.

* Leadership Team Update. Discussion followed.
* Financial Update. Discussion followed.

Item 6. Light Up Navajo Update. Eric McDermott and Tom Holmes spoke to the Board regarding the Navajo Reservation and the collaboration between the Navajo Tribal Utility Authority and the American Public Power Association. Discussion followed.

Item 7. Finance and Audit Subcommittee Update. Postponed to June meeting.

Secretary Warzecha, seconded by Commissioner Staley moved to amend the agenda to include Economic Development Subcommittee updated. Unanimously approved. Commissioner Staley gave an update to the Board and commented on NPU’s lack of involvement in the Kentucky Derby.

Item 8. CMEEC Update. Chairman Peil updated the Board on CMEEC activity. Informative.

Item 9. Strategic Presentations.

* Countryside Drive Water Assessment. Mary Lou Rychling and Mike Andreana from Pullman & Conley presented the Board with information on the Countryside Drive Water Assessment process. Discussion followed.
* Sewer Plant Bid and Impact to Water Quality. Craig Wagner of CDM Smith spoke to the Board regarding water quality and the WWTP upgrade. Discussion followed.
* Efficiency Programs. Jeff Brining spoke to the Board regarding NPU’s Efficiency Programs. Discussion followed.

Item 10. Action Items.

* Countryside Assessments Resolution. Commissioner Staley, seconded by Secretary Warzecha moved to approve the Countryside Drive Water Assessment below. Unanimously approved.

**NORWICH PUBLIC UTILITIES**

**BOARD OF PUBLIC UTILITIES COMMISSIONERS**

**RESOLUTION TO APPROVE A SCHEDULE OF BENEFIT ASSESSMENTS RELATED TO THE COUNTRYSIDE DRIVE ASSOCIATION WATER MAIN AND TO APPROVE INSTALLMENT PAYMENTS**

**WHEREAS**, the Norwich Public Utilities (“NPU”) desires to levy benefit assessments as to certain properties in the City of Norwich, Connecticut (the “City”) to finance the extension of a water main and other improvements to properties in the City within the Countryside Drive Association (the “Benefit Assessments”);

**WHEREAS,** pursuant to an amended ordinance approved by the City Council on August 16, 2021 and the executed Property Owner Water Service Agreement relating to each of the Countryside Drive Association parcels set forth in **Schedule A** attached hereto, the maximum principal amount of the benefit assessments will be $2,800; and

**WHEREAS**, with the public hearing concerning the Benefit Assessments having been held on May 23, 2023, NPU’s Board of Public Utilities Commission (the “Board”)now seeks to approve the schedule of Benefit Assessments.

**NOW, THEREFORE, BE IT RESOLVED** that NPU’s Board hereby approves the schedule of Benefit Assessments, attached hereto as **Schedule A**, in order for NPU to finance the extension of a water main and other improvements to the properties within the Countryside Drive Association (the “Project”); and it is hereby

**FURTHER RESOLVED**, that the property owners shall have the option to make installment payments for a period of up to twenty (20) years in 240 equal monthly principal installment payments of $11.67, plus 2.000% interest on the outstanding balance, commencing in October 2023 and continuing to September 2043, to satisfy their obligation as a result of the Benefit Assessments for the Project.

**SCHEDULE A**

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| --- | --- | --- |
| **Property Owner** | **Property Address** | **Assessment Amount** |
| Shirley Ann O’Sullivan | 69 Lawler Lane, Norwich CT | $2,800 |
| Nancy A. Ziemski | 73 Lawler Lane, Norwich CT | $2,800 |
| Andrew St. Jean | 77 Lawler Lane, Norwich CT | $2,800 |
| Mark T. & Susan A. Perkins | 81 Lawler Lane, Norwich CT | $2,800 |
| John P. Jr. & Carolyn L. Levangie | 85 Lawler Lane, Norwich CT | $2,800 |
| Robert D. & Diane P. Groner | 89 Lawler Lane, Norwich CT | $2,800 |
| Sharon L. Fox | 97 Lawler Lane, Norwich CT | $2,800 |
| Robert A. & Kirsti A. Zarn | 101 Lawler Lane, Norwich CT | $2,800 |
| Raoul R. & Sheila B. Danis | 2 Evergreen Street, Norwich CT | $2,800 |
| Albert J. Cote | 6 Evergreen Street, Norwich CT | $2,800 |
| Marie B. Kalinowski | 14 Evergreen Street, Norwich CT | $2,800 |
| Peggy Pellett | 18 Evergreen Street, Norwich CT | $2,800 |
| James N. & Diane M. Fowler | 22 Evergreen Street, Norwich CT | $2,800 |
| Michael D. Gregoire | 30 Evergreen Street, Norwich CT | $2,800 |
| Iris Wilson | 31 Evergreen Street, Norwich CT | $2,800 |
| Estate of Ralph Jarmon & Debra Y. Jarmon | 63 Sunrise Street, Norwich CT | $2,800 |

Item 11. Other Business. No other business was discussed.

Commissioner Staley, seconded by Secretary Warzecha moved to adjourn the meeting at 7:41 p.m. Unanimously approved.

The next Regular Meetings are scheduled to be held on Tuesday, June 27, 2023.

Attest:

William Warzecha Secretary