



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

February 28, 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, February 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, Vice Chairman Ashon Avent, Secretary William Warzecha, Commissioner Michael Goldblatt and Commissioner Robert Staley. NPU staff in attendance were General Manager Chris LaRose, Steve Sinko, Jeff Brining, Michele Addabbo, Eric McDermott, Chris Riley, Mary Lou Rychling, Larry Sullivan, Laura Huren, Ruth Swift, Dave Poore and John Covey.

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, January 24, 2023. Motion to approve made by Secretary Warzecha, seconded by Commissioner Staley. Unanimously approved.

Commissioner Staley, seconded by Secretary Warzecha moved to modify the agenda to include the Audit Results presentation. Unanimously approved.

Ronald Nosseck, CPA from Clifton Larson Allen, LLP. spoke to the Board regarding the FY22 audit results of NPU. Discussion followed.

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

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

Item 5. Finance and Audit Subcommittee Update. Commissioner Goldblatt updated the Board on the F&A Subcommittee meetings. Discussion followed.

Item 6. CMEEC Update. Chairman Peil updated the Board on CMEEC activity. Informative.

Item 7. Strategic Presentations.

- Cost of Service Study Schedule. Laura Huren spoke to the Board regarding the cost of service schedule. Discussion followed.
- Property Release to the City. General Manager LaRose discussed the release of the Erin and White property with the Board. Discussion followed.

- Gas & Electric Revenue Presentation. Laura Huren presented the Board with information regarding the impact of the warm winter weather. Discussion followed.

Item 8. 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 Staley, seconded by Secretary Warzecha moved to enter into Executive Session at 7:19 p.m. Unanimously approved. 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 8:07 p.m. No votes were taken in Executive Session.

Item 9. Action Items. Job Description Approval. Commissioner Staley, seconded by Secretary Warzecha moved to approve the Chief Control Room Operator job description. Unanimously approved.

Property Release Resolution. Secretary Warzecha, seconded by Commissioner Staley moved to approve the following Resolution. Unanimously approved.

RESOLUTION AUTHORIZING NORWICH PUBLIC UTILITIES (NPU) TO RELINQUISH ITS CUSTODIAL OBLIGATIONS FOR THE PROPERTY LOCATED 12-20 ERIN AND WHITE STREETS, 12 WHITE STREET, 14-16-18 WHITE STREET AND 20 WHITE STREETS IN NORWICH AND RETURN COMPLETE OWNERSHIP BACK TO THE CITY OF NORWICH.

WHEREAS, Norwich Public Utilities (NPU) has historically utilized the parcels of City-owned land in the area of Erin and White Streets as a ‘lay-down’ area for its equipment and materials; and

WHEREAS, NPU also utilizes a rear lot at its Wastewater Treatment Plant on Falls Avenue for similar purposes; and with the start of its major upgrade of the facility, NPU is in need of additional lay-down space; and

WHEREAS, Over the past several months, the City Manager has been in discussions and negotiations with a private entity that could readily utilize this property for similar purposes and return it to the City’s tax rolls; and

WHEREAS, NPU is likely to secure additional / adequate lay-down space on another City-owned parcel of land; and

WHEREAS, the proposed change in NPU’s custodial obligations for the property in question will create no significant operational, financial, or safety-related issues for the organization, its customers or the City; and

WHEREAS, NPU can manage the administrative issues related to the change in its obligations in an efficient manner through continued discussions and collaboration with the City of Norwich.

NOW THEREFORE, BE IT RESOLVED, the Norwich Board of Public Utilities’ Commissioners (the “Board”) hereby authorizes, approves and ratifies:

1. That the General Manager of NPU is authorized to continue and complete discussions with the City of Norwich to facilitate the change in its custodial obligations for the properties located at 12-20 Erin and White Streets, 12 White Street, 14-16-18 White Street and 20 White Street in Norwich and return complete ownership back to the City of Norwich.
2. That the General Manager of NPU shall coordinate this administrative change with the City Manager and any other appropriate City entities.
3. That the General Manager of NPU shall provide the Board with regular updates on this issue as necessary or appropriate going forward.
4. That these resolutions be placed in the records of NPU along with the minutes of the meeting 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 10. Other Business. No other business was discussed.

Secretary Warzecha, seconded by Commissioner Staley moved to adjourn the meeting at 8:13 p.m. Unanimously approved.

The next Regular Meetings are scheduled to be held on Tuesday, March 28, 2023.

Attest:

William Warzecha
Secretary