



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

March 26, 2024

The Regular Meeting of the Norwich Board of Public Utilities' Commissioners and the Sewer Authority of the City of Norwich was held on Tuesday, March 26, 2024, by Teams/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 6:05 p.m. by Chairman Stewart Peil.

Present: Chairman Stewart Peil, Commissioner Robert Staley, and Secretary William Warzecha; Commissioner Michael Goldblatt joined the meeting at approximately 6:15 pm and Vice Chairman Ashon Avent joined the meeting at approximately 6:20 pm. NPU staff in attendance were General Manager Chris LaRose, Steve Sinko, Jeff Brining, Michele Addabbo, Barry Ellison, Laura Huren, Larry Sullivan, Ruth Swift, John Covey, Eric McDermott, , Chris Riley, Mary Lou Rychling, David Poore, and online Tom Finn, Shayleen Alfieri online.

Item 2. Fifteen Minute Public Comment Period. There were no public comments.

Item 3. Board re-appointment and Election of Officers. Chairman Peil notified the Board of the recent re-appointment of Vice Chairman Ashon Avent by the Norwich City Council. As the NPU bylaws require that the Board be reconstituted with the appointment or reappointment of any Commissioner, Chairman Piel indicated that he would accept a motion to approve the current slate of officers to serve for the next twelve months:

- | | |
|---------------------------------|---------------|
| • Commissioner Stewart Piel | Chairman |
| • Commissioner Ashon Avent | Vice Chairman |
| • Commissioner William Warzecha | Secretary |

The motion was made by Commissioner Warzecha, Seconded by Commissioner Michael Goldblatt. Unanimously approved.

Chairman Piel then suggested re-nominating the same individuals to the following committees, subcommittees and boards:

- NPU Economic Development Subcommittee: Commissioner Bob Staley, Chairman; Commissioner William Warzecha; Commissioner Ashon Avent;
- NPU Audit and Finance Subcommittee: Commissioner Michael Goldblatt, Chairman; Commissioner Bob Staley; Commissioner William Warzecha;

- NPU Board Representative to NCDC Board: Commissioner Bob Staley; and
- NPU Representatives to CMEEC Board: Commissioner Steward Piel, NPU General Manager Chris LaRose, alternate Commissioner Bob Staley

Motion made by Commissioner Bill Warzecha, seconded by Commissioner Bob Staley; unanimously approved.

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, February 27, 2024. Motion to approve the minutes made by Commissioner Avent, seconded Commissioner Bill Warzecha, who abstained from the vote. Otherwise, unanimously approved.

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

- Financial Update; informative.
- Leadership Team Update; informative

Item 6. Economic Development Subcommittee Update. Commissioner Staley provided a brief update on the most recent meeting of the Economic Development Subcommittee. Informative.

Item 7. Strategic Presentations:

- Budget Presentation: Laura Huren provided a presentation on the FY 25 NPU Budget. Discussion on a number of budget-related items between the NPU Board and staff followed. Informative.
- Project Funding Discussion: General Manager Chris LaRose and Larry Sullivan provided an explanation of three funding agreements between NPU and the State of Connecticut. Resolutions on these agreements were to be considered by the Board. Informative.
- Economic Impact Report Update: Chris Riley provided a presentation on the economic impact of NPU programs, operations and activities on the City of Norwich and its residents beyond the 10% annual payment to the City. Informative.
- Sewer Plant Construction Update: Larry Sullivan provided presentation on the initial progress at the sewer plant since the groundbreaking of the project in November, 2023. Informative.

Item 8. Actions. Discussion and votes on resolutions related to three NPU projects:

- Greenville Sewer Lining Project Resolution. Motion by Commissioner Avent, seconded by Commissioner Warzecha. Unanimously approved.
- Shipping Street Pump Station Resilience Project Resolution. Motion by Commissioner Staley, seconded by Commissioner Avent. Unanimously approved.
- Bean Hill Electric Substation Flood Resilience Project Resolution. Motion by Commissioner Warzecha, seconded by Commissioner Staley. Unanimously approved.

Item 9. Executive Session. Commissioner Warzecha moved to enter to Executive Session, seconded by Commissioner Avent at 7:55 p.m. Unanimously approved. General Manager LaRose, Steve Sinko, Jeff Brining, and Chris Riley were asked to stay for the 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.

- No votes taken during executive session.

The Board came out of Executive Session at 8:17 p.m.

Commissioner Staley seconded by Secretary Warzecha moved to adjourn the meeting at 8:17 p.m. Unanimously approved.

The next Regular Meetings are scheduled to be held on Tuesday, April 23, 2024.

Attest:

William Warzecha
Secretary

Norwich Board of Public Utilities Commission Resolution

RESOLUTION AUTHORIZING THE SPENDING OF UP TO \$650,000 ON THE BEAN HILL SUBSTATION FLOOD RESILIENCE PROJECT DEVELOPMENT AND ACCEPTING A GRANT IN THE AMOUNT OF \$650,000 FROM THE STATE OF CONNECTICUT DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION TO FUND THE COSTS OF THE PROJECT

WHEREAS, Norwich Public Utilities (“NPU”) believes it is in its interests to plan and develop projects that will help the City of Norwich (the “City”) become more resilient to the effects of climate change; and

WHEREAS, the Bean Hill Substation Flood Resilience Project Development will include the creation and advancement of a conceptual design to formally address flooding issues at the Bean Hill substation, such project to include site studies and selection, preliminary designs including plans and specifications, permitting needs, community engagement to support the project, federal grant writing, and all other costs necessary or appropriate for the project, including planning, design, engineering, surveys, inspecting, administrative, advertising, printing and legal costs associated therewith (the “Project”); and

WHEREAS, the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) is offering a grant to NPU from its Climate Resilience Fund in the amount of \$650,000 (the “Grant”) to fund the costs of the Project; and

WHEREAS, DEEP’s Climate Resilience Fund is intended to support climate resilience planning at regional, municipal, and neighborhood-level scales, and to support resilience project scoping and development; and

WHEREAS, NPU seeks approval to: 1) spend up to \$650,000 on the Project; and 2) fund the Project with the Grant.

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

1. That the total amount of spending on the Project shall not exceed \$650,000.
2. That NPU is authorized to apply for and accept a grant from DEEP in the amount of \$650,000 to fund the costs of the Project.
3. That Christopher LaRose, the General Manager, or any designee of the General Manager, of NPU is authorized to enter into, on behalf of NPU, any agreements, contracts, engagement letters, documents, certificates or writings that the General Manager, in his discretion, believes are necessary and appropriate to carry out the Project and the intent of these resolutions, including, but not limited to, any and all documents required by DEEP.

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.

APPROVED AT A MEETING OF THE BOARD HELD ON MARCH 26, 2024.



William Warzecha
William Warzecha
Secretary, Norwich Board of Public Utilities
Commission

Sewer Authority of the City of Norwich Resolution

RESOLUTION AUTHORIZING THE SPENDING OF UP TO \$2,200,000 ON THE GREENVILLE SEWER LINE PROJECT, ACCEPTING A MAXIMUM GRANT IN THE AMOUNT OF \$1,600,000 FROM THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY TO PARTIALLY FUND THE COSTS OF THE PROJECT AND AUTHORIZING NORWICH PUBLIC UTILITIES TO FUND THE BALANCE OF THE COSTS OF THE PROJECT

WHEREAS, Norwich Public Utilities (“NPU”) believes it is in its interests to rehabilitate the sewer lines in the Greenville area of the City of Norwich (the “City”); and

WHEREAS, the rehabilitation of the sewer lines in the Greenville area will include, but not be limited to, the rehabilitation of such sewer lines with a Cured-In-Place Pipe liner, and all other costs necessary or appropriate for the project, including planning, design, engineering, surveys, inspecting, administrative, advertising, printing and legal costs associated therewith (the “Project”); and

WHEREAS, the Project will extend the longevity of the existing sanitary sewer collection system and allow for the continuance of proper functionality of the sanitary sewer collection system to convey sanitary and combined sewer flows from the Greenville area to the Wastewater Treatment Plant; and

WHEREAS, the rehabilitation efforts will help address and reduce inflow and infiltration into the sanitary sewer collection system; and

WHEREAS, the United States Environmental Protection Agency (“EPA”) is offering a grant equal to 80% of all eligible Project costs, subject to a maximum grant amount of \$1,600,000, with a commitment from NPU to fund the balance of the Project costs; and

WHEREAS, NPU seeks approval to: 1) spend up to \$2,200,000 on the Project; 2) fund the Project with grant funds from the EPA in a maximum amount of \$1,600,000; and 3) fund the balance of the Project costs with its own funds.

NOW THEREFORE, BE IT RESOLVED, the Sewer Authority of the City of Norwich (the “Sewer Authority”) hereby authorizes, approves, and ratifies:

1. That the total amount of spending on the Project shall not exceed \$2,200,000.
2. That NPU is authorized to apply for and accept a grant from the EPA in an amount equal to 80% of all eligible Project costs, subject to a maximum grant amount of \$1,600,000.
3. That NPU is authorized to fund the balance of the Project costs with its own funds.
4. That the General Manager, or any designee of the General Manager, of NPU is authorized to enter into, on behalf of NPU, any agreements, contracts, engagement letters,

documents, certificates or writings that the General Manager, in his discretion, believes are necessary and appropriate to carry out the Project and the intent of these resolutions, including, but not limited to, any and all documents required by the EPA.

5. That these resolutions be placed in the records of NPU along with the minutes of the meetings of the Sewer Authority and that the Secretary of the Sewer Authority is hereby authorized to certify that the foregoing resolutions have been adopted at a duly convened meeting of the Sewer Authority.

APPROVED AT A MEETING OF THE SEWER AUTHORITY HELD ON MARCH 26, 2024.



William Warzecha

William Warzecha
Secretary, Sewer Authority of the City of Norwich

Sewer Authority of the City of Norwich Resolution

RESOLUTION AUTHORIZING THE SPENDING OF UP TO \$550,000 ON THE SHIPPING STREET PUMP STATION RESILIENCE PROJECT DEVELOPMENT, ACCEPTING A GRANT IN THE AMOUNT OF \$485,000 FROM THE STATE OF CONNECTICUT DEPARTMENT OF ENERGY AND ENVIRONMENTAL PROTECTION TO PARTIALLY FUND THE COSTS OF THE PROJECT AND AUTHORIZING NORWICH PUBLIC UTILITIES TO FUND THE BALANCE OF THE COSTS OF THE PROJECT

WHEREAS, Norwich Public Utilities (“NPU”) believes it is in its interests to plan and develop projects that will help the City of Norwich (the “City”) become more resilient to the effects of climate change; and

WHEREAS, the Shipping Street Pump Station Resilience Project Development will include the development of design studies to relocate the pump station and related sewer mains out of the floodway of the Thames River in the City, including, but not limited to, site studies and selection, project scoping activities, feasibility analyses, field studies, and all other costs necessary or appropriate for the project, including planning, environmental and engineering studies, surveys, inspecting, administrative, advertising, printing and legal costs associated therewith (the “Project”); and

WHEREAS, the State of Connecticut Department of Energy and Environmental Protection (“DEEP”) is offering a grant to NPU from its Climate Resilience Fund in the amount of \$485,000 (the “Grant”) to fund the costs of the Project; and

WHEREAS, DEEP’s Climate Resilience Fund is intended to support climate resilience planning at regional, municipal, and neighborhood-level scales, and to support resilience project scoping and development; and

WHEREAS, NPU seeks approval to: 1) spend up to \$550,000 on the Project; 2) fund the Project with grant funds from DEEP in the amount of \$485,000; and 3) fund the balance of the Project costs with its own funds.

NOW THEREFORE, BE IT RESOLVED, the Sewer Authority of the City of Norwich (the “Sewer Authority”) hereby authorizes, approves, and ratifies:

1. That the total amount of spending on the Project shall not exceed \$550,000.
2. That NPU is authorized to apply for and accept a grant from DEEP in the amount of \$485,000 to fund the costs of the Project.
3. That NPU is authorized to fund the balance of the Project costs with its own funds.
4. That Christopher LaRose, the General Manager, or any designee of the General Manager, of NPU is authorized to enter into, on behalf of NPU, any agreements, contracts,

engagement letters, documents, certificates or writings that the General Manager, in his discretion, believes are necessary and appropriate to carry out the Project and the intent of these resolutions, including, but not limited to, any and all documents required by DEEP.

5. That these resolutions be placed in the records of NPU along with the minutes of the meetings of the Sewer Authority and that the Secretary of the Sewer Authority is hereby authorized to certify that the foregoing resolutions have been adopted at a duly convened meeting of the Sewer Authority.

APPROVED AT A MEETING OF THE SEWER AUTHORITY HELD ON MARCH 26, 2024.



William Warzecha

William Warzecha
Secretary, Sewer Authority of the City of Norwich