



**DRAFT**

N O R W I C H  
BOARD OF PUBLIC UTILITIES' COMMISSIONERS  
SPECIAL MEETING

March 2, 2010

---

The Special Meeting of the Norwich Board of Public Utilities' Commissioners was held on Tuesday, March 2, 2010 in the 2<sup>nd</sup> Floor Board Room at the NPU's office located at 16 South Golden Street, Norwich.

Item 1. The Meeting was called to order at 6:00 p.m. by Vice Chairman Diana Boisclair.

Present: Chairman James Sullivan (by conference phone), Vice Chairman Diana Boisclair, Secretary Frank Demicco, Commissioners Alan Remondi and Larry Goldman. Also in attendance were: General Manager John Bilda; NPU Staff Members Steve Sinko, Kerri Kemp, Michael LaLima, Michele Addabbo and Jeanne Kurasz.

Item 2. Fifteen Minute Comment Period. No members of the public were present.

Item 3. Minutes of the Regular January Meeting, held on Tuesday, January 26, 2010. Commissioner Remondi, seconded by Commissioner Goldman moved to approve the Minutes of the Regular Meeting, which was held on Tuesday, January 26, 2010, as amended. Unanimously approved.

Item 4. Action Items.

- a) Approval of Job Description – Accounting Manager. Commissioner Alan Remondi seconded by Commissioner Larry Goldman, moved to approve the Job Description of Accounting Manager as presented. Unanimously approved.
- b) Transco Power Sales Agreement Extension. Informative. No action taken.

Item 5. Performance Reports. The following performance reports were provided to the Commissioners for their review:

- a) Financial Reports: The January 2010 financial statements were presented to the Board for their information. General Manager Bilda discussed both the budget and two year plan process. Steve Sinko presented a draft of the Policy and Procedure Manual to the Board for their review.
- b) Collections Reports: Informative.
- c) Customer Satisfaction Indicators: Informative.

Item 6. NPU Tactical Information. The following tactical reports were provided to the Commissioners for their review:

- a) Operations & Construction Report. Informative.
- b) Water Division Report. Informative.
- c) Customer Communications Calendar. Informative.
- d) Energy Efficiency Initiatives. Informative.
- e) Construction Status Report. Informative.
- f) Control Room Update. Informative.

- g) PGA/PPA. There are no changes to the PGA or PPA this month.
- h) ARRA Stimulus Grants. Informative.
- i) Other.
  - ConnSMART Project Update. Informative.
  - General Manager Bilda presented a Request for Information to the Board regarding Google Fiber for Communities.

Item 7. Executive Session. The Board did not enter into executive session.

Item 8. Other Business. None.

Item 9. The next Regular Meeting is scheduled for Tuesday, March 23, 2010.

Commissioner Remondi, seconded by Commissioner Goldman, moved to adjourn the Meeting at 6:30 p.m. Unanimously approved.

Attest:

Frank Demicco  
Secretary