



DRAFT

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

July 6, 2010

The Special Meeting of the Norwich Board of Public Utilities' Commissioners was held on Tuesday, July 6, 2010 in the Board Room of Norwich Public Utilities located at 16 South Golden Street, Norwich.

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

Present: Chairman James Sullivan, Secretary Frank Demicco, Commissioner Alan Remondi and Commissioner Larry Goldman. Vice Chairman Diana Boisclair joined the meeting at 6:35 p.m. Also in attendance were: General Manager John Bilda; NPU Staff Members Steve Sinko, Chris LaRose, Kerri Kemp and Michele Addabbo.

Item 2. Fifteen-Minute Public Comment Period. Commissioner Sullivan asked if there were any comments from the public. The following citizen addressed the Commission:

Keith Ripley, 9 Meadow Lane, - Mr. Ripley commented that he knew NPU has a great relationship with the Fire Department, and asked the Board to please consider that if NPU had excess material or equipment, to touch base with them to see if they could possibly utilize it. He stated that the library has undergone severe cuts, and asked the Board to help reduce their costs, and to continue to extend a hand to all people in the City. Chairman Sullivan responded by saying that there was no better relationship in the City than NPU and the Fire Department. He encouraged Mr. Ripley to bring the same concerns and comments to the people who run the library. He added that recently he was approached by a Council member, thanking him for the manner in which NPU considered his recent request, and was told that the spirit of cooperation was evident. Commissioner Sullivan said that this sets the tone for all interactions going forward.

Item 3. Minutes of the Regular May Meeting, held on Tuesday, May 25, 2010. Commissioner Goldman, seconded by Commissioner Remondi moved to approve the Minutes of the Regular May Meeting, which was held on Tuesday, May 25, 2010. Unanimously approved.

Item 6h. Other. Stonybrook Upgrade Presentation. A presentation was made by Richard Pierce of Wright-Pierce Engineers regarding the Stonybrook Upgrade. Board discussion followed.

Item 4. Action Items. Approval of three (3) Signatory Resolutions for the State of Connecticut Drinking Water Revolving Fund. Chairman Sullivan seconded by Secretary Demicco, made a motion to approve the following resolutions:

RESOLUTION

Resolved, that John F. Bilda, in his capacity as General Manager, is duly authorized to enter into an Agreement between Norwich Public Utilities and the State of Connecticut for loan funds from the Drinking Water State Revolving Fund for the purpose of designing and constructing new transmission main, installing new water metering equipment, and installing an in-line microturbine at the Deep River Reservoir and Water Treatment Facility.

RESOLUTION

Resolved, that John F. Bilda, in his capacity as General Manager, is duly authorized to enter into an Agreement between Norwich Public Utilities and the State of Connecticut for loan funds from the Drinking Water State Revolving Fund for the purpose of designing and constructing an upgraded pumping station and constructing and/or installing water storage tanks, energy efficient pumps and drives, and other such energy efficient equipments as defined in the design documents at the Deep River Reservoir and Water Treatment Facility.

RESOLUTION

Resolved, that John F. Bilda, in his capacity as General Manager, is duly authorized to enter into an Agreement between Norwich Public Utilities and the State of Connecticut for loan funds from the Drinking Water State Revolving Fund for the purpose of constructing lagoons and backwash stream force main lines, constructing and/or installing pumps, filters, and other energy efficient equipments as defined in the design documentation at the Stony Brook Reservoir and Water Treatment Facility.

All three resolutions were unanimously approved.

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

- a) Financial Reports: The June 2010 financial statements were presented to the Board for their information. Informative.
- 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) Customer Communications Calendar. Informative.
- c) Energy Efficiency Update. Informative.
- d) Construction Status Report. Informative.
- e) ConnSMART Update. Informative.
- f) Control Room Update. General Manager Bilda discussed future NPU renovations with the Board.
- g) PGA/PPA. There were no changes to the PGA or PPA this month.
- h) Other.

• City Council Presentation: General Manager Bilda and the Board discussed a possible tour of NPU's facilities with the City Council.

- Financial Dashboard Update: Steve Sinko provided the Commission with a presentation on Financial Dashboards.
- Stonybrook Upgrade Presentation: see above.
- Organization Design: General Manager Bilda updated the Board on NPU's operational organization. Discussion by the Board followed.
- Gas System Expansion: General Manager Bilda discussed the possible expansion of NPU's gas system, and the opportunity to include the projects for public financing on a November referendum. The Board directed General Manager Bilda to pursue this financing option.

Secretary Demicco seconded by Commissioner Goldman, moved to approve the following resolution:

RESOLUTION

Resolved, that John F. Bilda, in his capacity as General Manager, is duly authorized to prepare and present to the City Council a Bond ordinance to be included on the November ballot, for the bonding of 3 million dollars for the purpose of financing gas main extensions to serve new customers.

This resolution was unanimously approved.

Chairman Sullivan, seconded by Secretary Demicco moved to recess the Board meeting at 7:29 p.m. to enter into the Sewer Authority Meeting. Unanimously approved.

The meeting resumed at 7:35 p.m.

Item 7. Executive Session. Commissioner Goldman seconded by Vice Chairman Boisclair, moved to enter into Executive Session at 7:35 p.m. 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. Unanimously approved. General Manager Bilda and staff members Chris LaRose, Steve Sinko and Consultant Jim Beshia from Albany Engineering were asked by the Board to stay for the purpose of providing proprietary information. Commissioner Sullivan excused himself from the meeting at 8:16 p.m.

The Board arose from Executive Session at 8:33 p.m.

There were no votes taken during Executive Session.

Item 8. Other Business. None.

Item 9. The next Regular Meeting is scheduled to be held on Tuesday, July 27, 2010.

Commissioner Goldman, seconded by Vice Chairman Boisclair moved to adjourn the Meeting at 8: 34 p.m.

Attest:

Frank Demicco
Secretary