



FINANCE & AUDIT SUBCOMMITTEE MEETING
MEETING MINUTES

February 11, 2025

The Finance & Audit Subcommittee of Norwich Public Utilities (NPU) was held on Tuesday, February 11, 2025, by Teams and in the 2nd Floor Board Room of NPU at 16 South Golden Street, Norwich.

Item 1. The Meeting was called to order at 1:02 p.m. by Commissioner Robert Staley.

Present: Secretary William Warzecha, Commissioner Robert Staley. NPU staff in attendance were General Manager Chris LaRose, Jeff Brining, Steve Sinko, Larry Sullivan, Valerie Kent, Shayleen Alfieri, Mary Lou Rychling, Laura Huren, Chris Riley, David Poore, Tom Finn and Simone Oliva.

Item 2. Approval of the minutes. Commissioner Robert Staley made a motion to approve the minutes of February 4, 2025, meeting. The motion was seconded by William Warzecha. Unanimously approved.

Item 3. Budget Driver Presentations

- a. Water Division Budget Drivers. Larry Sullivan provided an overview of the budget drivers; discussion followed, informative.
- b. Wastewater Division Budget Drivers. Larry Sullivan provided an overview of the budget drivers; discussion followed, informative.
- c. Administrative Budget Drivers. Laura Huren provided an overview of the finance budget drivers, Board Expenses, and IT. Tom Finn provided an update for Purchasing. Dave Poore provided an update for GIS. Shayleen Alfieri provided an update for Customer Service. Mary Lou Rychling provided an update for Metering and Revenue Assets along with Fleet and Safety. Chris Riley provided an update for Communications/PR. Discussion followed. Informative.

Item 4. Laura Huren provided an update around the Draft Cash Management Policy and handed out a packet for the group to review. Discussion followed. Informative.

Item 5. Laura Huren provided an update around the budget schedule and reviewed the timeline. Discussion followed. Informative.

Commissioner Robert Staley, seconded by Secretary William Warzecha, moved to adjourn the meeting at 2:20pm. Unanimously approved.

The next Regular Meeting of the Finance & Audit Subcommittee is scheduled for Tuesday, May 6, 2025.

Attest:

William Warzecha
Secretary