

South Central Connecticut Regional Water Authority
Minutes of the June 18, 2020 Meeting
Via Remote Access

A regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, June 18, 2020 via remote access. Chairman DiSalvo presided.

Present: Authority–Messrs. DiSalvo, Borowy, Cermola, Curseaden, and Ms. Sack
Management – Mss. Discepolo, Kowalski, Nesteriak, Reckdenwald and Messrs. Bingaman, Norris and Singh
RPB – Mr. Rescigno
Staff – Mrs. Slubowski

The Chair called the meeting to order at 12:30 p.m.

Mr. Bingaman, the RWA’s President and Chief Executive Officer, reviewed the Safety Moment distributed to members.

At 12:31 p.m., on motion made by Mr. Borowy, seconded by Ms. Sack, and unanimously carried, the Authority voted to recess the meeting to meet as the Environmental, Health and Safety Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 1:00 p.m., the Authority reconvened.

Chair DiSalvo removed Item #4, *Accounts Receivable Update – May 2020*, from the consent agenda for discussion after Item E, *Finance*.

On motion made by Ms. Sack, seconded by Mr. Cermola, and unanimously carried, the Authority voted to approve, adopt, or receive, as appropriate:

1. The minutes of its May 21, 2020 meeting.
2. Capital budget authorization for July 2020.

RESOLVED, that the Vice President of Finance and Controller is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$1,400,000 for the month of July 2020 for transfer from the Construction Fund for capital expenditures. Each such requisition shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn, pursuant to such requisition, is a proper charge to the Construction Fund. Such requisitions are approved notwithstanding the fact that amounts to be withdrawn for a particular project may exceed the amount indicated for such month and year in the current Capital Improvement Budget, but will not cause the aggregate amount budgeted for fiscal year 2021 for all Capital Improvement Projects to be exceeded. In the absence of the Vice President of Finance and Controller, the Executive Vice-President and Chief Financial Officer or the Vice-President – Asset Management are authorized to sign in her place.

3. Key Performance Indicators for the period ended May 31, 2020.
4. FY 2021 RPB Weighted Vote Calculation.
5. FY 2021 Application Schedule.
6. RPB Dashboard Quarterly Report.
7. Derby Tank Project Update.
8. North Cheshire Development Update.

Borowy Aye
Cermola Aye
Curseaden Aye
DiSalvo Aye
Sack Aye

Ms. Kowalski, RWA's Vice President of Finance and Controller, reviewed the Year-end Financial Report for the fiscal year ended May 31, 2020, which included:

- Balance sheet
- Statement of revenues, expenses, and changes in net position
- Maintenance test
- Operating and maintenance expenses
- Capital budget
- Investment earnings report

She also noted that there is still quite a bit of uncertainty regarding the economic impacts of COVID-19

Ms. Kowalski distributed to Authority members a memorandum dated June 18, 2020, regarding "Distribution of Fiscal Year 2020 Revenue Fund Balance and General Fund Balance per Section 404D of the *General Bond Resolution*." She reported on funds available for allocation, which included: the General Fund, the Growth Fund and the Construction Fund.

Mr. Cermola moved for adoption of the following resolution:

WHEREAS, the Vice President of Finance and Controller has and will make certain transfers from the Revenue Fund as required by Section 404D of the General Bond Resolution; and

WHEREAS, the balance remaining in the Revenue Fund after taking into account such transfers as of year-end is approximately \$14,821,425 and pursuant to the General Bond Resolution will be deposited to the General Fund.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that after such transfer is made to the General Fund, the balance of the General Fund is approximately \$25,469,645; and

BE IT FURTHER RESOLVED, that \$5,500,000 is deposited in the General Fund.

Mr. Curseaden seconded the motion and, after discussion, the Chair called for the vote:

Borowy Aye
Cermola Aye
Curseaden Aye
DiSalvo Aye
Sack Aye

Mr. Cermola moved for adoption of the following resolution:

WHEREAS, pursuant to section 410 of the General Bond Resolution, the Authority may apply any moneys in the General Fund to any lawful purpose of the Authority.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Regional Water Authority that the Vice-President of Finance and Controller is hereby authorized and directed to transfer and pay over from the General Fund, \$8,571,425 to the Construction Fund.

Mr. Borowy seconded the motion and, after discussion, the Chair called for the vote:

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Mr. Cermola moved for adoption of the following resolution:

WHEREAS, pursuant to Section 410 of the General Bond Resolution, the Authority may apply any moneys in the General Fund to any lawful purpose of the Authority.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Regional Water Authority that the Vice-President of Finance and Controller is hereby authorized and directed to transfer from the General Fund, \$750,000 to the Growth Fund.

Mr. Borowy seconded the motion. The Chair called for a vote:

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Kowalski described proposed revisions to the fiscal year 2021 Capital Budget totaling \$1,372,690, resulting in an amended capital budget totaling \$19,647,000 (excluding state and redevelopment and the growth fund). Ms. Sack moved for adoption of the following resolution:

RESOLVED, that the proposed revisions to the Capital Budget for the Authority for the 2021 fiscal year presented to this meeting, including a revised plan of capital improvements for the 2021 through 2025 fiscal years, is hereby adopted and ordered to be filed with the records and the U.S. Bank National Association pursuant to Section 614 for the General Bond Resolution.

Mr. Borowy seconded the motion. The Chair called for a vote:

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Management provided Authority members with an update on the status of accounts receivable and strategic collection activity at the end of the COVID-19 pandemic.

Authority members reported on recent Representative Policy Board committee meetings and assignments were made for attendance at the third quarter 2020 RPB committee meetings.

Ms. Nesteriak, RWA's Senior Vice President of Operations and Business Strategy, provided an update of operations at the RWA, which included:

- Zero cases of COVID-19 at RWA office
- PPE
- Phase one soft opening and employee resources
- 90 Sargent Drive/Treatment Plants status and cleaning
- Expansion of the Residential Assistance Program

Mr. Kowalski provided an update of the COVID-19 Key Metrics Data Tracking Chart, which included:

- Year-over-year production and consumption
- Cash collections
- Overtime budget update
- System-wide and current consumption
- Production and rainfall

Mr. Norris, the RWA's Vice President of Asset Management, provided a recreation program update, which included:

- Permits to date
- Purchases and renewals
- Discounts
- Revenue

Mr. Bingaman reported on a meeting earlier in the month with the Dean of School of Business at Southern Connecticut State University to discuss the status of the Public Utility Management Program, which included:

- Enrollment
- Recruitment efforts
- SCSU program staffing
- Final certification status
- Conscious Capitalism Program

At 2:21 p.m., Mr. Rescigno withdrew from the meeting. On motion made by Ms. Sack, seconded by Mr. Curseaden, and unanimously carried, the Authority voted to go into executive session to discuss COVID-19 related concessions. Present in executive session were Authority members and Mss. Discepolo, Kowalski, Nesteriak, Reckdenwald, Slubowski, and Messrs. Bingaman, Norris and Singh.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 2:35 p.m., the Authority came out of executive session and the meeting adjourned.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Kevin Curseaden, Secretary