

**South Central Connecticut Regional Water Authority
Minutes of the November 19, 2020 Meeting**

A regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, November 19, 2020, via remote access. Chair DiSalvo presided.

Present: Authority Members Present – Messrs. DiSalvo, Borowy, Cermola, Curseaden, and Ms. Sack
Long Wharf Partners LLC: Mr. Gershman
Management – Mss. Collins, Kowalski, Reckdenwald, Nesteriak, and Messrs. Bingaman, Norris, and Singh
RPB –Mr. Oslander
Staff – Mrs. Slubowski

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

Ms. Reckdenwald, RWA’s Senior Vice President of Corporate Services, reviewed the Safety Moment distributed to members.

At 12:34 p.m., on motion made by Mr. Cermola, seconded by Mr. Borowy, and unanimously carried, the Authority voted to go into executive session to discuss negotiations related to real estate acquisition. Present in executive session were the Authority members, Mss. Collins, Kowalski, Reckdenwald, Nesteriak, Slubowski and Messrs. Bingaman, Gershman, Norris and Singh.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 1:06 p.m., Mr. Gershman withdrew from the meeting.

At 1:21 p.m., the Authority came out of executive session. On motion made by Mr. Cermola, seconded by Mr. Borowy, and unanimously carried, the Authority voted to recess the meeting to meet as the Strategic Planning Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 2:31 p.m., Mr. Oslander entered the meeting.

At 2:44 p.m., the Authority reconvened.

Chair DiSalvo stated it would be appropriate to remove Item #6, *2021 Calendar Year regular meeting dates*, from the Consent Agenda for further discussion. On motion made by Mr. Borowy, seconded by Mr. Curseaden, and unanimously carried, the Authority:

1. Approved minutes of its October 8, 2020 and October 15, 2020 meetings.
2. Approved the Capital Budget Authorization for December 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 \$1,650,000 for the month of December 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shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn pursuant to such requisition is a proper charge to the Construction Fund.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 Financial Services, the Vice-President of Asset Management is authorized to sign in her place.

3. Received Capital Budget Transfer Notifications for November 2020.
4. Received Monthly Financial Report for October 2020.
5. Received the Accounts Receivable update for October 2020.
6. Approved a Bid Exemption for Xylem Pumps and Equipment.
7. Received the Derby Tank Update.
8. Received the North Cheshire Update.
9. Approved the DePodesta Property - OSWA Grant Agreement Resolutions.

Borowy Aye
Cermola Aye
Curseaden Aye
DiSalvo Aye
Sack Aye

Authority members reviewed and revised the RWA Committees 2021 calendar year regular meeting dates.

Ms. Reckdenwald reported on a Seventh Amendment to the Authority Voluntary Investment Plan (401K). This amendment will address and amend an operational defect related to vesting of employer contributions to the Union plan. Mr. Curseaden moved for adoption of the following resolutions:

RESOLVED, that the Authority Voluntary Investment Plan be, and it hereby is, amended by the Seventh Amendment, effective as of the dates set forth therein; and be it

FURTHER RESOLVED, that the Chairperson of the Authority be, and he hereby is, authorized, empowered and directed to execute the Seventh Amendment to the Authority Voluntary Investment Plan on behalf of the Authority, and the appropriate officers of the Authority are authorized, empowered and directed to take any and all additional action which they deem necessary or appropriate in order to implement the same.

Mr. Cermola seconded the motion. After discussion, the Chair called for the vote:

Borowy Aye
Cermola Aye
Curseaden Aye
DiSalvo Aye
Sack Aye

Ms. Kowalski, RWA's Vice President of Finance Services, provided a review of the proposed FY 2022 budget schedule. The Authority set the date of its special meeting to review the proposed budget for April 1, 2021.

Ms. Nesteriak, RWA's Executive Vice President and Chief Operating Officer, reported on activities over the past month, which included:

- Status of COVID at RWA
- Contact tracing
- Isolation efforts/remote work
- Disinfection and increased cleaning procedures

Ms. Kowalski provided an update of cash receipts and billing post-COVID. She reported that the impacts of COVID on cash collections are not as severe as expected but that there is still uncertainty of the effects of the pandemic. She stated that cash collections are being monitored on a weekly basis.

Authority members reported on recent RPB Committee meetings.

Mr. Bingaman:

- Commented on a cross function team to review and discuss the potential acquisition of a Connecticut-based water testing laboratory. Mr. Bingaman also commented on a non-core strategy project involving Amane Advisors. The work includes analyzing target segments, prioritizing non-core areas for emphasis and development of a high level strategic road map and timeline for priority initiatives.
- Advised the Authority of recruitment for key positions within the organization and status of progress with a potential lab acquisition.
- Reported on a second Good-to-Great session with the Leadership Team to discuss the future of the RWA.
- Discussed a contingency plan for unanticipated critical capital requirements and/or a need to conserve internally generated funds, which interim financing was previously approved by the Authority and the RPB.
- Provided an update on the RWA's Communications and Outreach team liaison program with municipal leaders, RPB members, health department representatives and fire officials in the 15 districts served by the RWA.
- Communicated that the Fiscal Year 2020 Annual Report was filed and a copy can be found on the RWA Website.

At 3:11 p.m., on motion made by Ms. Sack, seconded by Mr. Curseaden, and unanimously carried, the meeting adjourned.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Respectfully submitted,

South Central Connecticut Regional Water Authority
November 19, 2020

Kevin Curseaden, Secretary