

**Representative Policy Board  
Finance Committee  
South Central Connecticut Regional Water District**

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**AGENDA**

**Regular Meeting of Monday, December 12, 2022 at 5:00 p.m.**

1. Safety Moment
2. Approval of Minutes - November 14, 2022 meeting
3. Review RPB Dashboard Report alternative
4. Consider and act on recommendation to the RPB for RPB Dashboard Report alternative
5. Review FY 2024 Budget schedule
  - a. Confirm date of special meeting for FY 2024 Budget Review – Monday, April 17, 2022 at 5:00 p.m.
6. Quarterly Report on RPB Approved Projects
7. New Business
8. Adjourn

**Note:** As a reminder, the next meeting of the Finance Committee will be held on Monday, January 9, 2023 at 5:00 p.m. (regular meeting).

<p><b>**Members of the public may attend the meeting via remote access using instructions at the top of the agenda. To view meeting documents, please visit <a href="https://tinyurl.com/yc2d3mhc">https://tinyurl.com/yc2d3mhc</a>. For questions, contact the board office at 203-401-2515 or by email at <a href="mailto:jslubowski@rwater.com">jslubowski@rwater.com</a></b></p>
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# SAFETY MOMENT

## DECEMBER – HOLIDAY STRESS

The holiday season brings with it a mix of joy and stress for workers; 51 percent say they are more cheerful at work this time of year, but 35 percent feel more work related pressure. Among the factors that employees reported increasing stress levels:

- Balancing work and holiday obligations (32%)
- Taking time off and returning to heavier workloads (23%)
- Having smaller staff than usual because of time off (18%)
- Buying gifts for co-workers and contacts (11%)
- Attending holiday office parties (8%)

### To alleviate or prevent job-related stress:

- Before leaving work, list priorities for the next day. Keep a separate list for off-the-job to dos.
- Ask for help if you have too much work. Your supervisor might consider solutions such as adjusting deadlines or delegating.

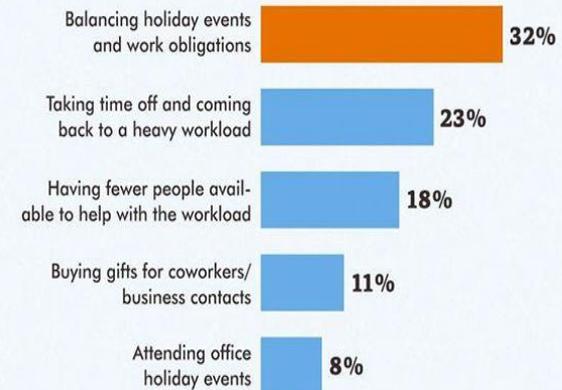


Tap Into  
Safety



Regional Water Authority

Which aspect of the holiday season is most stressful for you on the job?



Other: 8%

Service – Teamwork – Accountability – Respect – Safety

Safety is a core company value at the Regional Water Authority .  
It is our goal to reduce workplace injuries to zero.

Regional Water Authority

**Representative Policy Board  
Finance Committee  
South Central Connecticut Regional Water District  
Via Remote Access**

**MINUTES**

**Regular Meeting of Monday, November 14, 2022 at 5:00 p.m.**

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**ATTENDEES:**     **Committee Members Present:** Tim Slocum, Charles Havrda, Jay Jaser, Vincent Marino, and Michelle Verderame

**Committee Members Absent:** Tom Clifford

**RPB:** Naomi Campbell, Brian Eitzer, Bob Harvey, Greg Malloy, Joe Oslander, and Mario Ricoszi

**FMA:** Catherine LaMarr

**Management:** Larry Bingaman, Rochelle Kowalski, Sunny Lakshminarayanan, and Jim Hill

**OCA:** Jeffrey Donofrio

**Staff:** Jennifer Slubowski

Chair Slocum called the meeting to order at 5:00 p.m. He reviewed the Safety Moment distributed to members.

At 5:01 p.m., on motion made by Mr. Jaser, seconded by Mr. Havrda, and unanimously carried, the committee voted to convene in executive session pursuant to G.S. Section 1-200(6)(E) to discuss matters covered by Section 1-210 subsection b #'s 5 B, pertaining to commercial and financial information. Present in executive session were committee members, Messrs. Bingaman, Donofrio, Eitzer, Harvey, Hill, Lakshminarayanan, Malloy, Oslander, and Ricoszi and Mss. Campbell, Kowalski, LaMarr, and Slubowski.

At 5:58 p.m., the committee came out of executive session. No votes were taken in, or as a result of, executive session.

At 5:58 p.m., on motion made by Mr. Marino, seconded by Mr. Jaser, and unanimously carried, the committee voted to convene in executive session pursuant to G.S. Section 1-200(6)(E) to discuss matters covered by Section 1-210 subsection b #'s 5 B, pertaining to commercial and financial information. Present in executive session were committee members, Messrs. Bingaman, Donofrio, Eitzer, Harvey, Hill, Lakshminarayanan, Malloy, Oslander, and Ricoszi and Mss. Campbell, Kowalski, LaMarr, and Slubowski.

At 6:43 p.m., the committee came out of executive session. No votes were taken in, or as a result of, executive session.

On motion made by Mr. Jaser, seconded by Mr. Havrda, and unanimously carried, the committee approved the minutes of its October 3, 2022 meeting.

Committee members reviewed the proposed 2023 calendar year meeting dates. On motion made by

Mr. Jaser, and seconded by Mr. Havrda, and unanimously carried, the committee voted to approve the proposed calendar year 2023 regular meeting dates for the Finance Committee.

As there was no new business, at 6:45 p.m. on motion made by Mr. Havrda, seconded by Mr. Marino, and unanimously carried, the meeting adjourned.

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Timothy Slocum, Chairman

**Representative Policy Board  
Dashboard Metric - 1Q FY23**

Metrics	Quarter ended 8/31/21 (1Q FY 2022)	Quarter ended 5/31/22 (4Q FY 2022)	Quarter ended 8/31/22 (1Q FY 2023)
<b>Customer/Stakeholders</b>			
<i>Combined Customer Satisfaction &amp; Reputation (Note 1)</i>	Target: 96% +/-2%	Target: 96% +/-2%	Target: 96% +/-2%
	Results: 93.1%*	Results: 93.1%*	Results: 93.1%*
	*Period ending March 2020, most recent available	*Period ending March 2020, most recent available	*Period ending March 2020, most recent available
<i>Underlying Credit Rating</i>	<b>S&amp;P rating AA-</b> , affirmed 10/2019	<b>S&amp;P rating AA-</b> , affirmed 12/2021	<b>S&amp;P rating AA-</b> , affirmed 12/2021
	<b>Moody's rating Aa3</b> , affirmed 10/2019	<b>Moody's rating Aa3</b> , affirmed 12/2021	<b>Moody's rating Aa3</b> , affirmed 12/2021
<i>Water Rates</i>	Update to be provided with the next Official Statement	Update to be provided with the next Official Statement	Update to be provided with the next Official Statement (update was provided in 2Q FY 2022)
<b>Financial Metrics (Note 2)</b>			
<i>Accrued Metered Water Revenues to Budget (000 omitted)</i>	Budget: \$28.384 million	Budget: \$104.060 million	Budget: \$29.159 million
	Result: <b>\$30.324 million</b>	Result: <b>\$106.964 million</b>	Result: <b>\$33.339 million</b>
<i>Other Net Revenues to Budget (Note 2)</i>	Budget: \$1.409 million	Budget: \$5.916 million	Budget: \$1.297 million
	Result: <b>\$1.470 million</b>	Result: <b>\$5.539 million</b>	Result: <b>\$1.484 million</b>
<i>O&amp;M Expenditures to Budget (Note 3)</i>	Budget: \$14.750 million	Budget: \$59.741 million	Budget: \$16.337 million
	Result: <b>\$13.335 million</b>	Result: <b>\$57.595 million</b>	Result: <b>\$13.913 million</b>
<i>Capital Expenditures to Budget (Note 4)</i>	Budget: \$4.749 million	Budget: \$30.792 million	Budget: \$7.246 million
	Result: <b>\$3.986 million</b>	Result: <b>\$29.581 million</b>	Result: <b>\$5.616 million</b>
<i>Cash Collections (Water and Fire Service)</i>	Budget: \$30.247 million	Budget: \$116.629 million	Budget: \$32.351 million
	Result: <b>\$32.896 million</b>	Result: <b>\$125.810 million</b>	Result: <b>\$34.704 million</b>
<i>Coverage</i>	Budget: 1.14 w/draw	Budget: 1.14 w/draw	Budget: 1.14 w/o draw
	Projected: <b>1.14 w/o draw</b>	Projected: <b>1.40 w/o draw</b>	Projected: <b>1.16 w/o draw</b>

**Representative Policy Board  
Dashboard Metric - 1Q FY23**

Metrics	Quarter ended 8/31/21 (1Q FY 2022)	Quarter ended 5/31/22 (4Q FY 2022)	Quarter ended 8/31/22 (1Q FY 2023)
<i>Draw Requirement</i>	Budget: \$922 thousand	Budget: \$922 thousand	Budget: \$0 million
	Projected: <b>\$0 million</b>	Projected: <b>\$0 million</b>	Projected: <b>\$0 million</b>
<b>System Metrics</b>			
<i>Average Daily Production (Draft) to Budget (MG/D)/Prior Year (Note 5)</i>	Prior Year: 56.883 MGD	Prior Year: 45.181 MGD	Prior Year: 53.416 MGD
	Result: <b>53.416 MGD</b>	Result: <b>43.329 MGD</b>	Result: <b>55.730 MGD</b>
<i>Disinfection By-products (6)</i>	Target: 90%	Target: 100%	Target: 100%
	Result: <b>100%*</b>	Result: <b>100%*</b>	Result: <b>100%*</b>
	* As of June 30, 2021, updated	* As of March 31, 2022, updated	* As of June 30, 2022, updated
<i>Net Unaccounted For Water (annualized)</i>	Target: 10.0%	Target: 10.0%	Target: 10.0%
	Result: <b>11.64%</b> for the annualized period of June 2020 to May 2021	Result: <b>13.52%</b> for the annualized period of March 2021 to February 2022	Result: <b>13.85%</b> for the annualized period of June 2021 to May 2022
<i>Reservoir Levels (% full)</i>	<b>92% vs. 74% LTA</b>	<b>96% vs. 93% LTA</b>	<b>74% vs. 74% LTA</b>

Notes:

Note 1: Metric is Northeast Average for Customer Billing & Payment

Note 2: Excludes impact of governmental accounting standards for pension and opeb and may include expenses from non-revenue fund sources

Note 3: Does not include common "non-core" expense or RWA subsidiaries

Note 4: Excludes State and Redevelopment, Growth Fund, and contingency

Note 5: FY 2022 and FY 2023 is vs. prior year

Note 6: Target is 100% representing being at least 10% below the maximum drinking water thresholds on annual rolling average

Representative Policy Board

Dashboard Metric - 1Q FY23 - Revised Metrics

Metrics	Quarter ended 8/31/21 (1Q FY 2022)	Quarter ended 5/31/22 (4Q FY 2022)	Quarter ended 8/31/22 (1Q FY 2023)
<b>Financial Metrics</b>			
<i>Coverage</i>	Budget: 1.14 w/draw	Budget: 1.14 w/draw	Budget: 1.14 w/o draw
	Projected: <b>1.14 w/o draw</b>	Projected: <b>1.40 w/o draw</b>	Projected: <b>1.16 w/o draw</b>
<i>Draw Requirement</i>	Budget: \$922 thousand	Budget: \$922 thousand	Budget: \$0 million
	Projected: <b>\$0 million</b>	Projected: <b>\$0 million</b>	Projected: <b>\$0 million</b>
<i>Capital Expenditures to Budget (Note 1)</i>	Budget: \$4.749 million	Budget: \$30.792 million	Budget: \$7.246 million
	Result: <b>\$3.986 million/9.9% of total fiscal year budget</b>	Result: <b>\$29.581 million/96.1%</b>	Result: <b>\$5.616 million/10.3% of total fiscal year budget</b>
<i>Aged Account Receivables - Total Water (Note 2)</i>	Feb 2020: \$6,659,551	Feb 2020: \$6,659,551	Feb 2020: \$6,659,551
	Aug. 2021: <b>\$9,181,780 (+37.9%)</b>	May 2022: <b>\$8,893,501 (+33.5%)</b>	Aug. 2022 : <b>\$8,951,804 (+34.4%)</b>
<i>Aged Account Receivables - Residential (Note 2)</i>	Feb 2020: \$5,833,160	Feb 2020: \$5,833,160	Feb 2020: \$5,833,160
	Aug. 2021: <b>\$8,674,250 (+48.7%)</b>	May 2022: <b>\$8,435,718 (+44.6%)</b>	Aug. 2022 : <b>\$8,449,516 (+44.9%)</b>
<i>Pension Market Values (Note 3)</i>	Aug. Mkt Value: <b>\$73,111,077</b>	May Mkt. Value: <b>\$67,311,833</b>	Aug. Mkt Value: <b>\$66,527,775</b>
	June 2021 Mkt. Value: <b>\$71,696,963</b>	See above	June 2022 Mkt. Value: <b>\$63,189,971</b>
	June Return: <b>22.98%</b>	May Return: <b>Negative 4.9%</b>	June Return: <b>Negative 10.6%</b>
	Actuarial Return Assumption: <b>6.75%</b>	Actuarial Return Assumption: <b>6.75%</b>	Actuarial Return Assumption: <b>6.75%</b>

**Representative Policy Board**

**Dashboard Metric - 1Q FY23 - Revised Metrics**

Metrics	Quarter ended 8/31/21 (1Q FY 2022)	Quarter ended 5/31/22 (4Q FY 2022)	Quarter ended 8/31/22 (1Q FY 2023)
<b>System Metrics</b>			
<i>Average Daily Production (Draft) to Budget (MG/D)/Prior Year (Note 5)</i>	Prior Year: 56.883 MGD	Prior Year: 45.181 MGD	Prior Year: 53.416 MGD
	Result: <b>53.416 MGD</b>	Result: <b>43.329 MGD</b>	Result: <b>55.730 MGD</b>
<i>Disinfection By-products (6)</i>	Target: 90%	Target: 100%	Target: 100%
	Result: <b>100%*</b>	Result: <b>100%*</b>	Result: <b>100%*</b>
	* As of June 30, 2021, updated	* As of March 31, 2022, updated	* As of June 30, 2022, updated
<i>Net Unaccounted For Water</i>	Target: 10.0%	Target: 10.0%	Target: 10.0%
<i>(annualized)</i>	Result: <b>11.64%</b> for the annualized	Result: <b>13.52%</b> for the annualized	Result: <b>13.85%</b> for the annualized
	period of June 2020 to May 2021	period of March 2021 to February 2022	period of June 2021 to May 2022

Notes:

Note 1: Excludes State and Redevelopment, Growth Fund, and contingency/reserve. Percentage is of fiscal year budget

Note 2: Reflects aged receivables over 90 days - total water and total residential. Comparison is to pre-pandemic level

Note 3: Fiscal year-end based on audited financials. Other quarters based on latest available reports and net returns

**SUMMARY SCHEDULE OF IMPORTANT DATES  
FISCAL 2023 PROJECTIONS AND FISCAL 2024 BUDGET REQUESTS**

	<u>2022-2023</u>	
	Nov 4	Management begins capital budgetary process by requesting project managers to complete capital budget input forms
	Dec 2	Management begins O & M budgetary process by requesting projections for FY23 payroll through May 31, 2023
	Dec to Feb	Finance requests budget managers to project FY23 and FY24 O&M expenses and revenue
	Mar 13	Management-approved FY24 capital and operating budgets are <i>expressed mailed</i> to the Authority
A	Mar 30 or Mar 31	Management discusses FY24 capital budget with the Authority, anticipating that the Authority will approve distribution of preliminary capital budget to the RPB. <b>(special meeting)</b>
A	Mar 30 or 31	Management discusses FY24 operating budget with the Authority, anticipating that the Authority will approve distribution of preliminary operating budget to the RPB. <b>(special meeting)</b>
	Apr 3 or 4	Management <i>express mails</i> the Authority's preliminary budgets to the RPB and Office of Consumer Affairs
	Apr 17 to Apr 21	Meet with OCA to discuss budgets – if requested
R	Apr 17 to Apr 21	RPB Finance Committee meets with management <b>(special meeting)</b>
R	Apr 17 to Apr 21	Land Use Committee and Consumer Affairs Committee meet with management <b>(special meeting)</b>
R	***	Prior to Finance Committee meeting on 5/8/22 (regular meeting), the chairs of the Land Use Committee and Consumer Affairs Committee convey their comments to the Finance Committee
R	May 8	RPB Finance Committee (regular meeting) meets to comment on the budget (other RPB members are invited to attend)
A & R	May 25	Regular full RPB meeting with Authority in attendance -- Finance Committee makes its recommendation regarding the FY24 budgets to the full RPB
A	May 25	Authority reviews and approves operating and capital budgets. <b>(meet after RPB Board meeting)</b>
	May 30	Management sends approved budgets to Trustee
R		RPB / Finance Committee meetings
A		Authority meetings

**Note:** Good Friday is April 7th, Easter is April 9<sup>th</sup>, Passover is from Wed. (evening) April 5<sup>th</sup> through Thursday (last day) April 13th.

Other holidays include January 16<sup>th</sup> Martin Luther King Day, February 13<sup>th</sup> Lincoln's Birthday, February 20<sup>th</sup> Presidents Day, Memorial Day is May 29<sup>th</sup>.

**South Central Connecticut Regional Water Authority**  
 90 Sargent Drive, New Haven, Connecticut 06511-5966 203-562-4020  
 http://www.rwater.com

**TO:** Tim Slocum  
1285 Lilac Court  
Cheshire, CT 06410

**DATE:** December 8, 2022

**RE:** Quarterly Update of RPB  
Approved Projects

**ATTN:** \_\_\_\_\_

We are sending you  Enclosed  Under Separate Cover via  E-Mail  Hand Delivery the following items:

- Prints     Shop Drawings     Data Sheets     RPB Report  
 Sketches     Specifications     Brochures     \_\_\_\_\_

COPIES	PREPARED BY	REFERENCE NO.	DESCRIPTION
1		September - November 2022	Quarterly Report

**THESE ARE TRANSMITTED:**

- As Requested     For Your Information     \_\_\_\_\_  
 For Your Use     For Review and Comment

**Remarks:** Enclosed please find the second quarter Fiscal Year 2023 status report of all RPB-approved projects.

Very truly yours,

Regional Water Authority



\_\_\_\_\_  
 Sunny Lakshminarayanan, P.E.  
 Vice President – Engineering & Env. Services

- Copies to:** David Borowy  
Kevin Curseaden  
Anthony DiSalvo  
Suzanne Sack  
Catherine LaMarr  
Mario Ricoszi  
Larry Bingaman  
Rochelle Kowalski  
 \_\_\_\_\_

**STATUS OF RPB-APPROVED PROJECTS  
SECOND QUARTER FISCAL YEAR 2023 REPORT  
SEPTEMBER - NOVEMBER 2022**

*Ansonia-Derby Tank*

Date of Initial Approval by the RPB: November 2012  
Date Re-approved by the RPB: February 2019  
Amount Initially Approved by the RPB: \$4,900,000  
Revised Amount Approved by the RPB: \$5,100,000  
Amount Expended to Date: \$2,058,308  
Estimated Final Cost of Project: \$5,540,000  
Scheduled Completion: February 2020  
Anticipated Completion: August 2023

During the quarter, the contractor on the project, Guerrera Construction and their subcontractor, DN Tanks, submitted tank drawings, which were reviewed and returned. The contractor performed test pits in the street in preparation for the permanent tie-in, which is anticipated to occur in December.

*West River Water Treatment Plant Improvements*

Date Approved by the RPB: March 2021  
Amount Approved by the RPB: \$16,300,000  
Amount Expended to Date: \$8,374,860  
Estimated Final Cost of the Project: \$17,000,000  
Scheduled Completion: September 2023  
Anticipated Completion: September 2023

During the quarter, the contractor, The Associated Construction Company, continued site work excavation, completed all concrete slab and walls for the DAF flocculation tanks, conducted hydrostatic testing of the concrete tanks, and applied waterproofing on exterior walls. The contractor also began backfilling in preparation for scaffolding erection for CMU block and brick wall installation. They continued work on the on-site hypochlorite generation system, and pour concrete pads for the external electrical transformer and generator. Filter underdrain installation and media replacement work was initiated for Filter NO. 2, as well as replacement of booster pumps and control panels. The contractor also cored and connected the DAF 36-inch discharge piping into the existing filter building and began preparation for the core and tie-in into the flash mixer basin for the DAF influent piping.

*Lake Gaillard Water Treatment Plant Clarifier, Recycle Pump Station, & Concrete Restoration*

Date Approved by the RPB: March 2022  
Amount Approved by the RPB: \$8,659,500  
Amount Expended to Date: \$365,827  
Estimated Final Cost of the Project: \$8,659,500  
Scheduled Completion: November 2023  
Anticipated Completion: November 2023

During the quarter, a preconstruction meeting was conducted on site and the contractor, Kovacs Construction, began the submittal process. DWSRF project signage was installed near the main gate entrance along Route 80 in accordance with requirements.

Lake Gaillard Water Treatment Plant HVAC and Electrical Improvements

Date Approved by the RPB: March 2022  
Amount Approved by the RPB: \$6,130,800  
Amount Expended to Date: \$341,751  
Estimated Final Cost of the Project: \$6,130,800  
Scheduled Completion: May 2024  
Anticipated Completion: To be determined

During the quarter, RWA personnel submitted 90% design review comments to our consultant, Tighe & Bond, Inc. RWA personnel also issued a request for, and received proposals for a HVAC commissioning firm. Two proposals were received and are under review by RWA and Tighe & Bond. The final decision on proposal award is pending. The project will be advertised for public bid once final approval and guidelines regarding contract requirements related to Congressionally-Directed Spending have been confirmed. The anticipated project completion date will be updated following further clarification of the procedures and timing related to Congressional-Directed Spending.

Water Treatment Plant Valve Replacement Program – LGWTP Filter Influent Valve Replacement

Date Approved by the RPB: June 2022  
Amount Approved by the RPB: \$2,690,000  
Amount Expended to Date: \$93,185  
Estimated Final Cost of the Project: \$2,690,000  
Scheduled Completion: May 2024  
Anticipated Completion: May 2023

During the quarter, the RWA received two bids, and the contract was awarded to the low bidder, C.H. Nickerson, Inc. A preconstruction meeting was held onsite and the contractor began the shop drawing submittal process, and also conducted on-site field measurements and coordination meetings with their abatement and electrical subcontractors, as well as the valve supplier. The contractor mobilized to the site and began abatement work and scaffolding erection.

Lake Whitney Dam & Spillway Improvements Phase I – Initial Design Project

Date Approved by the RPB: June 2022  
Amount Approved by the RPB: Not to exceed \$5,520,000  
Amount Expended to Date: \$1,965,161  
Estimated Final Cost of Initial Design: \$5,520,000  
Scheduled Completion: May 2024  
Anticipated Completion: May 2024

Additional design work and potential remediation via grouting was approved by the Representative Policy Board at their June meeting. On July 6, an internal meeting with staff and consultants was conducted to provide an update on the project details. An on-site meeting was conducted with the design team and the Connecticut Historic Preservation Office (SHPO) to discuss project options for the dam rehabilitation. The focus of the meeting was rehabilitation work to take place downstream. On September 6, a teleconference with SHPO personnel was conducted to discuss potential grant options for the work. SHPO expressed during this teleconference that they prefer that work take place upstream of the dam, rather than downstream, and hope that the grants would enable this. The Early Contractor Involvement (ECI) documents were completed, and advertised. An on-site meeting was held September

27 with interested contractors in order for them to be able to ask questions of Authority personnel regarding the project and visually inspect the dam. ECI submissions were received on November 16, and the design team is presently in the process of review. Also on November 16th the design team conducted a kick-off meeting based on the revised scope of work.

CIS (Customer Information System)

Date Approved by the RPB: September 2022

Amount Approved by the RPB: \$14,808,000

Amount Expended to Date: \$15,974

Estimated Final Cost of the Project: \$14,808,000

Scheduled Completion: September 2024

Anticipated Completion: September 2024

RWA has been working with the selected vendor to finalize contract documents. Execution of the contract is anticipated in December. Pre-configuration workshops and other project activities are in progress.