

South Central Connecticut Regional Water Authority

Minutes of the April 18, 2013 Meeting

A regular meeting of the South Central Connecticut Regional Water Authority was held Thursday, April 18, 2013 at the office of the Authority, 90 Sargent Drive, New Haven, CT, Chair DiSalvo presiding.

Present: Authority – Ms. Lieberman, Messrs. Bell, Cermola, DiSalvo, Marsh
Management – Mss. DiGianvittorio, Discepolo, Moran, Zanella-Dyer, Messrs. Bingaman, Flynn, Norris, Rugar
Staff – Ms. Yoder

The Chair called the meeting to order at 12:40 p.m.

At 12:41 p.m., on motion duly made by Mr. Cermola and seconded by Mr. Bell, it was voted unanimously to go into executive session to discuss real estate acquisition. Present in executive session were the Authority members, Messrs. Bingaman, Norris, Mss. Discepolo and Yoder.

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

At 1:44 p.m., the Authority came out of executive session.

On motion made by Mr. Cermola and seconded by Mr. Bell, the following items contained in the consent agenda were approved and adopted or received, as appropriate:

- A. Approve minutes of March 15, 2013 and March 21, 2013 meetings.
- B. Approve capital budget authorization for May 2013.

Resolved, That the Controller is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$6,019,000 for the month of May 2013 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shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn pursuant to such requisition is a proper charge to the Construction Fund. Such requisitions are approved notwithstanding the fact that amounts to be withdrawn for a particular project may exceed the amount indicated for such month and year in the current Capital Improvement Budget but will not cause the aggregate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 2013 for all Capital Improvement Projects to be exceeded. In the absence of the Controller, the Vice-President – Business Planning, Development and Finance or the Vice-President – Asset Management is authorized to sign in her place.

- C. Receive capital budget transfer notifications detailed in Ms. Discepolo's memo dated April 11, 2013.
- D. Adopt resolution authorizing signature of documents.

Resolved, That the President and Chief Executive Officer and the Vice Presidents of the Authority be authorized and empowered to execute on behalf of the Authority any and all documents which may be necessary or convenient in connection

with the business of the Authority and consistent with the budget authorized by the Authority; and be it

Further Resolved, That the Vice President - Asset Management, the Manager of Capital Planning & Delivery, the Vice President - Service & Technology, the Contracts & New Services Manager and the Senior Manager – Employee Relations, Learning & Growth be authorized and empowered to execute on behalf of the Authority any and all agreements, contracts and documents which may be necessary or convenient in connection with the construction and engineering work of the Authority, including any and all agreements and/or contracts with the State of Connecticut Department of Transportation, Bureau of Highways; and be it

Further Resolved, That the Vice President - Asset Management, the Vice President – Service & Technology and the Contracts & New Services Manager of the Authority be authorized to sign on behalf of the Authority, contracts for the extension of water mains and high/low pressure agreements.

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Ms. Discepolo reviewed the March 2013 monthly financial report. She commented on the most significant variances in operating revenues and expenses and the projected fiscal year 2013 maintenance test. Mr. Bingaman commented briefly on the analysis of accounts receivable.

The Authority reviewed the proposed capital budget for fiscal year 2014. Mr. Bingaman summarized the assumptions used to develop the proposed budget. Mr. Rugar summarized changes to the FY 2014 project prioritization process and the outcome of the process. Ms. Zanella-Dyer and Messrs. Flynn, Norris and Rugar reviewed highlights of the fiscal year 2014 capital budget. Mr. Rugar briefly described the five-year Capital Improvement Program for fiscal years 2014-2018 and explained changes from the prior five-year program. Discussion focused on the project contingency level and future implications of specific projects and the overall budget.

The Authority reviewed the proposed operating and maintenance budget for the fiscal year from June 1, 2013 through May 31, 2014. Mr. Bingaman reviewed the assumptions underlying the proposed budget. Ms. Discepolo reviewed FY 2014 revenue projections and related methodology; the major operating and maintenance expenditure categories, comparing the proposed fiscal year 2014 budget to the projected fiscal year 2013 expenditures; projected maintenance test; and fund balance analysis for the Revenue, Rate Stabilization and General Funds. Discussion focused on the reasons for the allocation from the Rate Stabilization Fund and related “wet weather” plan, budgeted revenues and strategic initiatives included in the budget.

At the conclusion of the budget review, Mr. Cermola moved for adoption of the following resolution:

Resolved, That copies of the proposed Capital Budget and Operating and Maintenance Budget for the fiscal year from June 1, 2013 – May 31, 2014, substantially in the form reviewed at this meeting, be distributed to members of the Representative Policy Board and the Office of Consumer Affairs.

Ms. Lieberman seconded the motion. After brief discussion, Chair called for the vote:

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Mr. Bingaman suggested that members review the list of potential strategic topics for discussion in July and make a decision at a future meeting.

Chair DiSalvo briefly described continuing education resources provided to board members and staff by membership in BoardSource. It was agreed to join BoardSource effective June 1.

At 4:43 p.m., on motion made by Mr. Bell and seconded by Ms. Lieberman, the meeting was adjourned.

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Richard G. Bell, Secretary