

## South Central Connecticut Regional Water Authority

### Minutes of the May 16, 2012 Meeting

A regular meeting of the South Central Connecticut Regional Water Authority was held Wednesday, May 16, 2012 at the office of the Authority, 90 Sargent Drive, New Haven, CT, Chair DiSalvo presiding.

Present: Authority – Ms. Lieberman, Messrs. Bell, DiSalvo, Marsh  
Management – at various times – Mss. Discepolo, Zanella-Dyer, Mr. Bingaman  
RPB – Messrs. Borowy, Havrda  
Staff – Ms. Yoder

The Chair called the meeting to order at 8:00 a.m.

On motion duly made by Mr. Bell, seconded by Mr. Marsh and unanimously carried, the minutes of the meetings of the Authority held on April 18, 2012 and April 19, 2012 were approved as distributed.

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

On motion duly made by Mr. Marsh, seconded by Ms. Lieberman and carried, the minutes of the meeting of the Authority held on May 3, 2012 were approved as distributed.

Bell	Abstain
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

At 8:01 a.m., on motion duly made by Mr. Marsh and seconded by Mr. Bell, it was voted unanimously to recess the regular meeting to allow the Authority to meet as the Pension, Benefit and Compensation Committee.

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

At 8:52 a.m. the Authority reconvened.

Ms. Discepolo reviewed the April 2012 monthly financial report. She commented on the most significant variances in operating revenues and expenses and the projected fiscal year 2012 maintenance test. She responded to questions regarding the analysis of accounts receivable. Mr. Bingaman reviewed management's initiatives to collect receivables.

A schedule of Capital Improvement Budget Expenditures for June 2012 was presented. Mr. Bell moved for adoption of the following resolution:

**Resolved**, That the Controller is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$2,217,000 for the month of June 2012 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shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn pursuant to such requisition is a proper charge to the Construction Fund. Such requisitions are approved notwithstanding the fact that amounts to be withdrawn for a particular project may exceed the amount indicated for such month and year in the current Capital Improvement Budget but will not cause the aggregate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 – Operations and Engineering is authorized to sign in her place.

Mr. Marsh seconded the motion. Mr. Bingaman reported projected expenditure of 96% of the total 2012 fiscal year capital budget. He commented briefly on the expected carryover amount and expected unspent funds. After discussion, the Chair called for the vote:

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

In accordance with the Authority's Capital Budget Amendment Procedure, the Authority was notified in writing of the following fiscal year 2012 capital budget account transfers:

- \$46,000 from Cleaning and Cement Lining to Lake Gaillard Dam Concrete Improvements
- \$40,000 from Lake Saltonstall Water Treatment Plant Fluoride Room Improvements to Lake Gaillard Dam Concrete Improvements
- \$14,900 from State & Municipal – Preliminary Engineering to Lake Gaillard Water Treatment Plant Roof Membrane Replacement
- \$4,400 from Seymour Wellfield Metering to Lake Gaillard Water Treatment Plant Bulk Chemical Tank Replacement
- \$21,100 from Seymour Wellfield Metering to Seymour Wellfield Improvements
- \$6,200 from Ford Street Tank (Ansonia) Painting to Webb Cove Storm Water Treatment System
- \$9,000 from Groundwater Treatment Facility Improvements to Well Rehabilitations – North Sleeping Giant #1

Ms. Discepolo commented briefly on the requests for exemption from public bidding for the period June 1, 2012 through May 31, 2013. Mr. Marsh moved for adoption of the following resolutions:

**Resolved**, That the Authority authorizes Management to negotiate the purchase of John Deere equipment for the fiscal year June 1, 2012 – May 31, 2013 without public bidding and such purchase without public bidding is hereby determined to be in the best interest of the Regional Water Authority for the reasons set forth in Ms. Discepolo's memorandum of May 10, 2012, a copy of which is to be filed with the records.

**Resolved**, That the Authority authorizes Management to negotiate the purchase of Neptune meters and Invensys meter reading equipment for the fiscal year June 1, 2012 – May 31, 2013 without public bidding and such purchase without public bidding is hereby determined to be in the best interest of the Regional Water Authority for the reasons set forth in Ms. Discepolo's memorandum of May 10, 2012, a copy of which is to be filed with the records.

**Resolved**, That the Authority authorizes Management to negotiate the purchase of hot and cold patch, gravel, stone and processed aggregate necessary for maintenance and construction of the Authority's distribution system and sources of supply for the fiscal year June 1, 2012 – May 31, 2013 without public bidding and such purchase without public bidding is hereby determined to be in the best interest of the Regional Water Authority for the reasons set forth in Ms. Discepolo's memorandum of May 10, 2012, a copy of which is to be filed with the records.

**Resolved**, That the Authority authorizes Management to negotiate directly with the suppliers of polymers (polyelectrolytes) for the West River Water Treatment Plant ("WTP"), Lake Gaillard WTP, Lake Saltonstall WTP and Lake Whitney WTP for the fiscal year June 1, 2012 – May 31, 2013 without public bidding and such purchase without public bidding is hereby determined to be in the best interest of the Regional Water Authority for the reasons set forth in Ms. Discepolo's memorandum of May 10, 2012, a copy of which is to be filed with the records.

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

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Mr. Bingaman reviewed the Regional Water Authority ("RWA") Key Performance Indicators ("KPIs") for the period ended April 30, 2012, focusing on the lost call rate, recordable injuries and water quality compliance "near misses." He reviewed the timing of future KPI reports to the board.

Mr. Bingaman reviewed the overall status of the SAP Phase II stabilization project. Ms. Zanella-Dyer reviewed realization phase milestones, the status of implausibles, customer service call wait time and the abandonment rate trend. Mr. Bingaman summarized Mr. Hawthorne's current quality assessment.

Mr. Bingaman briefly reviewed the purpose of the Fourth Amendment to the South Central Connecticut Regional Water Authority Retirement Plan and the Fifth Amendment to the South Central Connecticut Regional Water Authority Salaried Employees' Retirement Plan. Mr. Bell moved for adoption of the following resolutions:

**RESOLVED**: That the South Central Connecticut Regional Water Authority Retirement Plan be, and it hereby is, amended by a Fourth Amendment thereto; and be it

**FURTHER RESOLVED**: That the South Central Connecticut Regional Water Authority Salaried Employees' Retirement Plan be, and it hereby is, amended by a Fifth Amendment thereto; and be it

**FURTHER RESOLVED**: That in accordance with said Amendments, assets and liabilities attributable to the benefits of Police Union Employees shall be transferred from the Retirement Plan to the Salaried Employees' Retirement Plan, effective June 30, 2012; and be it

**FURTHER RESOLVED**: That the appropriate officers of the Authority be, and they hereby are, authorized, empowered and directed to execute the Amendments referenced in the foregoing resolutions on behalf of the Authority; and the appropriate officers and employees of the Authority be, and they hereby are, authorized, empowered and directed to take any and all additional actions which they deem necessary or appropriate in order to implement the same and the transfer of assets and liabilities referenced above.

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

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Discussion took place concerning attendance at upcoming Representative Policy Board committee meetings.

Mr. Bingaman:

- Provided additional information concerning the RWA's directors' and officers' insurance and provisions for indemnification.
- Reported he is in the process of meeting with small groups of employees to review the Woolpert operating efficiency study results.
- Stated he is interviewing consultants to conduct a governance seminar for the board and solicited input concerning ways a governance discussion could be helpful to the members.

Chair DiSalvo stated there are a number of critical issues facing the RWA in the near future that require board consideration of strategy and policy. Mr. Bingaman distributed a list of potential agenda topics in four broad categories. He asked members to consider these topics for further discussion at the June meeting.

The Chair proposed to consider the review of legislative issues that was inadvertently omitted earlier in the meeting. There were no objections. Mr. Bingaman commented briefly on the review of the recently concluded legislative session prepared by Kulisch Consulting, the RWA's government relations consultant.

At 9:55 a.m., on motion duly made by Mr. Marsh 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, Mr. Bingaman, Mss. Discepolo, Yoder.

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

At 10:45 a.m. the Authority came out of executive session.

Mr. Bell made a motion to modify the exemptions from public bid adopted earlier in the meeting to add the following exemption:

**Resolved**, That the Authority authorizes Management to negotiate the purchase, installation and removal of residential booster pump systems for the fiscal year June 1, 2012 – May 31, 2013 without public bidding and such purchase without public bidding is hereby determined to be in the best interest of the Regional Water Authority for the reasons set forth in the Request for Exemption from Public Bidding dated May 2012 distributed at the meeting, a copy of which is to be filed with the records.

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

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

At 10:50 a.m. on motion duly made by Mr. Marsh and seconded by Mr. Bell, the meeting was adjourned.

Bell	Aye
Cermola	Absent
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

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Richard G. Bell, Secretary