

## South Central Connecticut Regional Water Authority

### Minutes of the December 19, 2012 Meeting

A regular meeting of the South Central Connecticut Regional Water Authority was held Wednesday, December 19, 2012 at the office of the Authority, 90 Sargent Drive, New Haven, CT, Chair DiSalvo presiding.

Present: Authority – Ms. Lieberman (via conference telephone), Messrs. Bell, Cermola, DiSalvo, Marsh  
Management – Mss. Discepolo, Zanella-Dyer, Mr. Bingaman  
RPB – Messrs. Borowy, Curseaden, Krasko  
Staff – Ms. Yoder

The Chair called the meeting to order at 8:00 a.m. He noted with sorrow the recent violence in Newtown.

On motion made by Mr. Marsh 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 November 20, 2012 meeting.
- B. Approve capital budget authorization for January 2013

**Resolved**, That the Controller is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$2,043,000 for the month of January 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shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn pursuant to such requisition is a proper charge to the Construction Fund. Such requisitions are approved notwithstanding the fact that amounts to be withdrawn for a particular project may exceed the amount indicated for such month and year in the current Capital Improvement Budget but will not cause the aggregate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 – Operations and Engineering is authorized to sign in her place.

- C. Receive capital budget transfer notifications detailed in Ms. Discepolo's memo dated December 13, 2012.

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Ms. Discepolo reviewed the November 2012 monthly financial report. She commented on the most significant variances in operating revenues and expenses and the projected fiscal year 2013 maintenance test. She reviewed the quarterly financial report, focusing on the balance sheet and projected maintenance test with various assumptions. She distributed the fiscal year 2014 budget schedule.

Ms. Zanella-Dyer provided an update on the Regional Water Authority ("RWA") collections strategy. She commented on the accounts receivable aging report analysis by age and account type;

actions taken with respect to accounts aged 90 days or more; multi-faceted activity of the Collections Strategy Team; and new tactics under consideration.

Mr. Bingaman commented on the Key Performance Indicators (“KPIs”) for the period ended November 30, 2012. He focused on the lost call rate and described factors that contributed to this KPI exceeding target in November. He summarized management’s review of and proposed changes to the RWA board-level KPIs. He stated management’s goal is to agree on one set of metrics for management and reporting to the two governing boards. Discussion took place concerning ways to measure progress in the Employee Relations, Learning and Growth perspective.

The Chair stated it would be appropriate to elect an Authority Vice Chairperson and Secretary-Treasurer for a one-year term beginning January 1, 2013. Mr. Marsh nominated Mr. Cermola to serve as Vice Chairperson and Mr. Bell to serve as Secretary-Treasurer with each to serve for a one-year term effective January 1, 2013 and until a successor is elected and has qualified. Mr. Cermola seconded the nominations. There being no other nominations, the Chair called for the vote:

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Mr. Bingaman reviewed the strategic topics discussed at the November Authority meeting as topics to be included on the January Authority meeting agenda. He distributed a list of strategic issues for discussion with possible assignments to monthly RWA meetings. Chair DiSalvo suggested that at the end of each strategic topics meeting the Authority members set the agenda for the next meeting devoted to strategic topics.

Authority members reported on their attendance at recent Representative Policy Board committee meetings. Assignments were made for attendance at first quarter 2013 committee meetings.

Mr. Bingaman:

- Commented on the six-month pilot project that will commence on January 2 to implement workforce flexibility and enhance efficiency.
- Provided an update on activities of the consultant retained to study strategic alternatives and commented on activities related to several possible non-core initiatives.
- Reported on an initiative related to attracting water-intensive enterprises to the New Haven region.

At 10:03 a.m., on motion made by Mr. Cermola and seconded by Mr. Marsh, 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	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

At 10:50 a.m. the Authority reconvened. Mr. Bell reported briefly on the Pension, Benefit and Compensation Committee’s discussion of management and its compensation recommendations. He moved for adoption of the following resolution:

**Resolved**, That effective January 1, 2013 the salaries of the following members of the Leadership Team of the South Central Connecticut Regional Water Authority shall be as follows:

Vice President, Business Planning, Development & Finance...	\$172,677.44
Vice President, Service and Technology.....	\$159,650.00
Vice President, Water Quality & Outreach.....	\$171,293.12
Vice President, Operations & Engineering.....	\$153,000.00
Senior Manager, Employee Relations, Learning & Growth....	\$113,011.60

Mr. Cermola seconded the motion. At the close of discussion, the Chair called for the vote:

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

Chair DiSalvo commented briefly on the Authority self-assessment results included with the meeting materials and reported that he and RPB Chair Curseaden had completed Ms. Yoder's evaluation.

At 10:55 a.m., on motion made by Mr. Bell and seconded by Mr. Cermola, the meeting was adjourned.

Bell	Aye
Cermola	Aye
DiSalvo	Aye
Lieberman	Aye
Marsh	Aye

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Richard G. Bell, Secretary