

**South Central Connecticut Regional Water Authority
Minutes of the August 15, 2019 Meeting**

A regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, August 15, 2019, at the office of the Authority, 90 Sargent Drive, New Haven, Connecticut, Chairman DiSalvo presided:

Present: Authority – Messrs. DiSalvo, Borowy, Cermola, and Curseaden
Management – Mss. Discepolo, Gonzalez, Kowalski, Nesteriak, Reckdenwald and Messrs. Bingaman and Norris
RPB – Mr. Clifford
The Watershed Fund – Messrs. Bell (via teleconference) and Olejarczyk
GreatBlue Research – Mr. Quatrocelli
Staff – Mrs. Slubowski

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

Mr. Bingaman, RWA’s President and Chief Executive Officer, reviewed the Safety Moment distributed to members on Safe and Sound Week.

Mr. Bell, President of the Watershed Fund (“Fund”), stated the RWA is the sole member of the Watershed Fund. He acknowledged Mr. Olejarczyk, the Fund’s Treasurer, who provided an update on the Watershed Fund Golf Tournament held July 15, 2019 at New Haven Country Club. He stated that the Fund raised approximately \$31,000 for scholarships. Mr. Olejarczyk also reported on Fund balances as of August 9, 2019.

At 12:35 p.m., Mr. Curseaden entered the meeting.

Mr. Bell reviewed the FY 2019 grants and scholarships. He stated that two of the Fund’s directors, Ms. Addiss and Mr. Olejarczyk, are up for reappointment and both directors have expressed an interest in serving another three-year term. Mr. Bell recommended that in its capacity as sole member, the Authority re-appoint Ms. Addiss and Mr. Olejarczyk, with new terms expiring in 2022. Mr. Cermola moved for adoption of the following resolution:

RESOLVED, that the following persons be, and hereby are, elected as Directors of the Watershed Fund, Inc., to serve in such capacity until the annual meeting of the sole member in 2022, or until they otherwise lawfully cease to hold such office: Susan S. Addiss and Robert J. Olejarczyk.

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

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

Mr. Bell also stated that a vacancy exists on the Fund’s Board of Director’s due to the recent passing of one of its members. He reported on a meeting of the Fund’s Nominating Committee to search for interested candidates. The Nominating Committee interviewed a potential candidate whose background fit the requirements and is recommending that the Authority appoint Martha Rice for the position. After a review of Ms. Rice’s background, Mr. Borowy moved for adoption of the following resolution:

WHEREAS, there is currently a vacancy on the Board of Directors of the Watershed Fund, Inc. (the “Fund”); and

WHEREAS, Article II(a) of the Fund’s Bylaws provide that the Fund shall have one member, which shall be the South Central Connecticut Regional Water Authority; and

WHEREAS, Article III(a) of the Fund’s Bylaws further provide that the member shall have the sole right to fill any vacancy in the position of Director resulting from death, resignation, removal or other cause.

NOW THEREFORE BE IT RESOLVED, that Martha Rice be, and hereby is, elected as a Director of the Watershed Fund, Inc. to serve in such capacity until the next annual meeting of the Member, or until such later time as her successor has been lawfully appointed and qualified or she otherwise ceases to fill such position.

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

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

At 12:50 p.m., Messrs. Bell and Olejarczyk withdrew from the meeting.

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

1. Minutes of the July 18, 2019 meeting.
2. Capital budget authorization for September 2019.

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 \$2,600,000 for the month of September 2019 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 2020 for all Capital Improvement Projects to be exceeded. In the absence of the Vice-President of Finance and Controller, the Executive Vice-President and Chief Financial Officer or the Vice-President – Asset Management is authorized to sign in her place.

3. Monthly financial report for July 2019.
4. Accounts receivable update for July 2019.
5. Derby Tank Update.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

Ms. Kowalski, RWA's Vice President of Finance and Controller, explained the need for a Capital Budget Transfer – Type B-3 Amendment. She noted that authorization is required for the transfer of \$1,000,000 to the West River WTP Backwash and Surface Wash Pump Replacement project. Mr. Cermola moved for adoption of the following resolution:

RESOLVED, that the Authority approves the transfer of \$1,000,000 from the fiscal year 2020 Ansonia/Derby Tank project capital budget account to the West River WTP Backwash and Surface Wash Pump Replacement project.

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

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

Ms. Nesteriak, RWA's Senior Vice President of Operations & Business Strategy, provided an AMI Update, which included:

- Installation progress and number of installations to date
- A status review of completed installations to date
- Six month look ahead
- Various uses of AMI

Mr. Bingaman:

- Stated that management is in receipt of a letter, referred by the Office of Consumer Affairs, from the New Haven Environmental Advisory Council ("Council"). He reported that management is in the process of preparing responses to the Council's inquiries.
- Highlighted that August 12-18th is Safe and Sound Week at the RWA and in celebration of 960+ days of unreportable injuries the RWA held a breakfast for its construction crew.

Authority members reported on recent Representative Policy Board committee meetings.

At 1:22 p.m., on motion made by Mr. Curseaden, seconded by Mr. Cermola, and unanimously carried, it was voted to recess the regular meeting for the Authority to meet as the Strategic Planning Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

At 1:25 p.m., Mr. Clifford withdrew from the meeting.

At 2:20 p.m., the Authority reconvened. On motion made by Mr. Borowy, seconded by Mr. Cermola, and unanimously carried, the Authority voted to go into executive session to discuss strategy and negotiations. Present in executive session were Authority members, Mss. Discepolo, Kowalski, Nesteriak, Reckdenwald, Slubowski and Messrs. Bingaman and Norris.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

At 2:30 p.m. Mss. Nesteriak, Reckdenwald, Slubowski and Messrs. Bingaman and Norris withdrew from the meeting.

At 2:40 p.m., the Authority reconvened and Mss. Gonzalez, Nesteriak, Reckdenwald, Slubowski and Messrs. Bingaman, Norris and Quatrocelli entered the meeting.

Ms. Discepolo, RWA's Executive Vice President and Chief Financial Officer, introduced Mr. Quatrocelli, Senior Director of Research at GreatBlue, who provided an update on RWA's 2019 Customer Satisfaction Survey conducted in May 2019, which included:

- Project overview
- Areas of investigation
- Research Methodology
- Customer Satisfaction Index
- Various Characteristics
- Expectations
- Water Quality Report and Waterlines Newsletter Communications
- Residential Assistance Program

At 2:56 p.m., Mr. Quatrocelli withdrew from the meeting.

As a follow up to GreatBlue's 2019 Customer Satisfaction Survey, Ms. Gonzalez, RWA's Director of Service, reported on:

- Areas of concern
- Improvements made
- Next steps

At 3:15 p.m., on motion made by Mr. Curseaden, seconded by Mr. Borowy, and unanimously carried, the meeting adjourned.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Absent

Respectfully submitted,

Kevin Curseaden, Secretary