

**South Central Connecticut Regional Water Authority  
Minutes of the March 19, 2020 Meeting**

The regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, March 19, 2020. Due to the Coronavirus, the meeting was held via teleconference. Chairman DiSalvo presided.

**Present:** Authority – Messrs. DiSalvo, Borowy, Cermola, Curseaden, and Ms. Sack  
Management – Mss. Bochan, Discepolo, Gavrilovic, Kowalski, Nesteriak, Reckdenwald and Messrs. Bingaman, Kelly, Norris and Singh  
RPB – Messrs. Havrda and Ricozzi  
Staff – Mrs. Slubowski

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

Mr. Bingaman, RWA’s President and Chief Executive Officer (“CEO”), reviewed the safety moment distributed to members.

At 12:32 p.m., on motion made by Ms. Sack, seconded by Mr. Cermola, and unanimously carried, the Authority voted recess the regular meeting to meet as the Environmental, Health and Safety Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 1:34 p.m., the Authority reconvened.

On motion made by Mr. Curseaden, seconded by Mr. Borowy, and unanimously carried, the Authority:

1. Approved the minutes of the February 20, 2020 meeting.
2. Approved the capital budget authorization for April 2020.

**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 \$4,500,000 for the month of April 2020 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shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn pursuant to such requisition is a proper charge to the Construction Fund. Such requisitions are approved notwithstanding the fact that amounts to be withdrawn for a particular project may exceed the amount indicated for such month and year in the current Capital Improvement Budget but will not cause the aggregate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. Received Capital Budget Transfer Notifications for April 2020.
4. Received Key Performance Indicators.
5. Received the Accounts Receivable Update for February 2020.

6. Received the RPB Quarterly Dashboard Report.
7. Received the Derby Tank Update.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Kowalski, RWA's Vice President of Finance and Controller, reviewed the quarterly financial report for the quarter ended February 29, 2020, including the balance sheet, revenues and expenses, and key items since the last quarter. She also reviewed the February 2020 monthly financial report. Ms. Kowalski commented on the most significant variances in operating revenues and expenses and the projected fiscal year 2020 maintenance test. She stated the projected maintenance test for fiscal year 2020 is 118% with no projected draw from the Rate Stabilization Fund.

Ms. Kowalski reported on the Capital Budget Transfers – Type B Amendments. She noted that authorization is required for: 1) the transfer of \$648,000 from the AMI account to the newly created AMI Meters account to cover a meter purchase and remaining installations, 2) \$800,000 from the North Branford Tank project budget to the FY 2020 capital budget contingency, to be held until the commencement of the project in FY 2021, and 3) \$300,000 from the North Sleeping Giant Wellfield Facility Improvements project budget to the FY 2020 capital budget contingency, to be held until the commencement of the project in FY 2021. Mr. Borowy moved for adoption of the following resolution:

**RESOLVED**, that the Authority approves the transfer of \$648,000 from the fiscal year 2020 AMI project capital budget account to the newly created fiscal year 2020 AMI Meters capital budget account; and

**RESOLVED**, that the Authority approves the transfer of \$800,000 from the fiscal year 2020 North Branford Tank Structural Improvements project capital budget account and \$300,000 from the fiscal year 2020 North Sleeping Giant Wellfield Improvements project capital budget account to the capital budget contingency account to be held in reserve until the state of fiscal year 2021.

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

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Kowalski discussed a potential water system revenue bond refinancing opportunity based on market conditions earlier in the month but due to circumstances related to the coronavirus reported that market volatility has put the refinance on hold. She stated that management would continue to monitor the situation and requested concurrence from the board to move forward with the refinancing should the market improve. It was the consensus of the Authority to authorize management to move forward with the refinancing under the 35<sup>th</sup> series revenue bonds as Series 35B.

Mr. Bingaman reported:

- That he and Ms. Discepolo, RWA's Executive Vice President and Chief Financial Officer, met with the President of the Greater New Haven Chamber of Commerce (GNHCC) back in February to review the status of the business retention and expansion program that the

RWA is sponsoring. He reported that they had met with area businesses, 30% were with manufacturers and food and beverage companies who were large water users. He also highlighted an economic development fellowship program. Mr. Bingaman stated that the meeting was positive. He will follow up with the GNHCC to see how the RWA can help area business owners during the COVID-19 crisis.

- That members of management hosted a second meeting, in early March, with area health directors to provide an update related to PFAS and other emerging topics. The meeting was used as an opportunity to continue to build relationships.
- On the new RWA Recreation billboard displayed on 1-95S in front of CarMax. The advertisement began on March 1<sup>st</sup>. Since then the 17 new permit holders have enrolled.
- That Mr. Norris, RWA's Vice President of Asset Management, and Chair of the United Way of Greater New Haven, would be participating in a fundraiser in the fall called Over the Edge. He invited Authority members to support the fundraiser and will keep the board apprised of the date when it becomes available.

Authority members reported on recent Representative Policy Board ("RPB") committee meetings and assignments were made for attendance at the second quarter 2020 RPB committee meetings.

Authority members reviewed the draft charter for the Non-core Business Committee. After discussion, the Authority voted to approve the Charter with revisions as amended.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 2:53 p.m., on motion made by Mr. Cermola, seconded by Mr. Borowy, and unanimously carried, the Authority voted recess the regular meeting to meet as the Non-core Business Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 3:21 p.m., Messrs. Havrda and Ricozzi withdrew from the meeting.

At 3:53 p.m., the Authority reconvened and Ms. Bochan entered the meeting and on motion made by Mr. Borowy, seconded by Mr. Cermola, and unanimously carried, the Authority voted to go into executive session to discuss strategy of the AMI plan and monthly billing business case. Present in executive session were Authority members, Mss. Bochan, Discepolo, Kowalski, Nesteriak, Reckdenwald, Slubowski and Messrs. Bingaman, Norris and Singh.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 4:26 p.m., the Authority came out of executive session and Ms. Bochan withdrew from the meeting and Ms. Gavrilovic and Mr. Kelly entered the meeting.

Ms. Gavrilovic, RWA’s Director of Capital Planning and Delivery, and Mr. Kelly, RWA’s Capital Construction Lead, reviewed the RPB Application for a project to complete the North Sleeping Giant Wellfield Improvements Project, which included:

- Project background
- Project need
- Project scope
- Alternatives analysis
- Budget and schedule

Mr. Cermola moved for approval of the following resolutions:

**RESOLVED**, that the Authority hereby accepts the Application, dated March 19, 2020, for a project to complete the North Sleeping Giant Wellfield Chemical Improvements Project in Hamden, Connecticut, as a completed Application, substantially in the form submitted to this meeting, an authorizes filing said Application with the Representative Policy Board (“RPB”); and

**FURTHER RESOLVED**, if approved by the RPB, the President and CEO, and the Vice President of Asset Management, are authorized to take any and all actions necessary to complete the North Sleeping Giant Wellfield Chemical Improvements Project in Hamden, Connecticut.

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

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 4:37 p.m., Mr. Kelly withdrew from the meeting and on motion made by Mr. Cermola, seconded by Mr. Borowy, and unanimously carried, the Authority voted to go into executive session to discuss negotiations with the Town of Cheshire. Present in executive session were Authority members, Mss. Discepolo, Gavrilovic, Kowalski, Nesteriak, Reckdenwald, Slubowski and Messrs. Bingaman, Norris and Singh.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 4:40 p.m., the Authority came out of executive session.

Due to time constraints Mr. Bingaman requested that discussion of personnel matters be moved to next month’s Authority meeting.

At 4:41 p.m., the meeting adjourned.

Respectfully submitted,

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Kevin Curseaden, Secretary