

**Representative Policy Board
Finance Committee
South Central Connecticut Regional Water District
Via Remote Access****

AGENDA

Regular Meeting of Monday, June 8, 2020 at 5:00 p.m.

1. Safety Moment
2. Special Topic: Executive Order 7W re: Interest Deferment
3. Approval of Minutes – May 11, 2020 meeting
4. Quarterly Report on RPB Approved Projects
5. Notification of Committee Chair Election - July 2020
6. Adjourn

Note: As a reminder, the next meeting of the Finance Committee will be held on Monday, July 13, 2020 at 5:00 p.m. (regular meeting).

******In accordance with the Governor Lamont's, Executive Order No. 7B for the Protection of Public Health and Safety during COVID-19 Pandemic and Response, the public hearing will be held remotely under the requirements of Paragraph 1 of Executive Order No. 7B - Suspension of In-Person Open Meeting Requirements. Members of the public may attend the meeting via conference call, videoconference or other technology. For information on attending the meeting via remote access, and to view meeting documents, please visit <https://www.rwater.com/about-us/our-boards/board-meetings-minutes?year=2020&category=1435&meettype=&page=>. For questions, contact the board office at jslubowski@rwater.com or call 203-401-2515.

Topic: RPB Finance Committee Meeting

Time: Jun 8, 2020 05:00 PM Eastern Time (US and Canada)

Join Meeting *(via conference call)*

Dial by your location

+1 312 626 6799 US (Chicago)

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 810 6048 7646

Password: 026302

Find your local number: <https://us02web.zoom.us/j/kdiOVdcfwE>

SAFETY MOMENT

JUNE – YARD CLEANUP TIPS

There are hazards associated with yard cleanups, so take a few minutes to look at these safety tips.

More than 60,000 people are treated in emergency rooms each year for lawn-mower injuries:

- Rake before you mow to prevent any stones and loose debris from launching into the air
- Never operate a mower in your bare feet and avoid wearing loose clothing.
- Never start a mower indoors.
- Refueling your mower, make sure the engine is off and cool. Don't spill gasoline on a hot engine - and DON'T SMOKE while pouring gasoline.
- Never leave your mower unattended.
- Don't use electric mowers on wet grass.

At least 55,000 people each year sustain injuries from trimmers, lawn edgers, pruners and power saws:

- Read the manufacturer's instructions carefully before using the tools.
- Inspect the product for damage and don't use it if there are problems.
- Make sure blade guards are in place on all cutting equipment.
- Don't let tools get wet unless they are labeled "immersible".
- Unplug all tools when not in use.
- Make sure the tool is in the "off" position before you plug it in.
- Wear safety glasses when you are performing tasks when using hand or power tools.
- Use EXTRA CAUTION when working on ladders

**Tap Into
Safety**



Regional Water Authority



Service – Teamwork – Accountability – Respect – Safety

 Regional Water Authority

UNAPPROVED DRAFT

**Representative Policy Board
Finance Committee
South Central Connecticut Regional Water District
Via remote access**

MINUTES

Regular Meeting of the Finance Committee Monday, May 11, 2020 at 5:00 p.m.

ATTENDEES: **Finance Committee Members:** Tim Slocum, Tom Clifford, Charles Havrda, Jasper J. Jaser, Vin Marino, Michelle Verderame, and Jamie Mowat Young

RPB: Mario Ricozzi, Mark Levine, and Stephen Mongillo

FMA: David Borowy and Kevin Curseaden

Management: Larry Bingaman, Linda Discepolo, Rochelle Kowalski, and Ted Norris

OCA: Jeffrey Donofrio

RPB Staff: Jennifer Slubowski

Chair Slocum called the meeting to order at 5:01 p.m. He reviewed the Safety Moment distributed to members.

On motion made by Mr. Clifford, and seconded by Mr. Jaser, and unanimously carried, the committee voted to approve the minutes of its April 6, 2020 meeting.

On motion made by Mr. Clifford, seconded by Ms. Young, and unanimously carried, the committee voted to approve the minutes of its April 22, 2020 meeting.

Chair Slocum stated that it was appropriate to discuss management's FY 2021 Capital and Operating budgets. He recognized Attorney Donofrio from the Office of Consumer Affairs who reported on his budget review letter dated May 1, 2020. He stated that management set a good example of adapting to the circumstances surrounding the pandemic.

Mr. Bingaman, the RWA's President and Chief Executive Officer, acknowledged the work put into the budgets by management to significantly reduce the RWA's capital and operating budgets in a short period of time. He thanked the Leadership Team, the Authority and the Representative Policy Board ("RPB") for their partnership and oversight.

The Committee reviewed the proposed resolution regarding the FY 2021 capital and operating budgets for recommendation to the RPB. On motion made by Mr. Jaser, seconded by Mr. Havrda, and unanimously carried, the committee voted to recommend the proposed resolutions for the RWA's FY 2021 budgets to the RPB at its May 21, 2020 meeting.

Representative Policy Board
Finance Committee
May 11, 2020

UNAPPROVED DRAFT

The Committee confirmed its member attendance at the next Authority meeting on May 21, 2020.

There was no new business to report.

At 5:16 p.m., the meeting adjourned.

Timothy Slocum, Chairman

Note: As a reminder, the next meeting of the Finance Committee will be held on Monday, June 8, 2020 at 5:00 p.m. (regular meeting).

TO: Tim Slocum
1285 Lilac Court
Cheshire, CT 06410

DATE: June 5, 2020

RE: Quarterly Update of RPB
Approved Projects

ATTN: _____

We are sending you ☒ Enclosed ☐ Under Separate Cover via ☒ E-Mail ☐ Hand Delivery the following items:

☐ Prints ☐ Shop Drawings ☐ Data Sheets ☒ RPB Report
☐ Sketches ☐ Specifications ☐ Brochures ☐ _____

COPIES	PREPARED BY	REFERENCE NO.	DESCRIPTION
1		March – May 2020	Quarterly Report

THESE ARE TRANSMITTED:

☒ As Requested ☒ For Your Information ☐ _____
☐ For Your Use ☐ For Review and Comment

Remarks: Enclosed please find the fourth quarter Fiscal Year 2020 status report of all RPB-approved projects.

Very truly yours,

Regional Water Authority

Copies to: Anthony DiSalvo
Joseph A. Cermola
David Borowy
Suzanne Sack
Kevin Curseaden
Mario Ricozzi
Larry Bingaman
Linda Discepolo
Rochelle Kowalski
Beth Nesteriak



Edward O. Norris, III, P.E.
Vice President – Asset Management

**STATUS OF RPB-APPROVED PROJECTS
FOURTH QUARTER FISCAL YEAR 2020 REPORT
MARCH – MAY 2020**

Ansonia-Derby Tank

Date of Initial Approval by the RPB: November 2012
Date Re-approved by the RPB: February 2019
Amount Initially Approved by the RPB: \$4,900,000
Revised Amount Approved by the RPB: \$5,100,000
Amount Expended to Date: \$1,105,583
Estimated Final Cost of Project: \$5,100,000
Scheduled Completion: February 2020
Anticipated Completion: December 2021

During the quarter the litigation related to the planning and zoning site plan approval appeal continued. As noted previously, the issue raised related to notice/signage at the tank site land was resolved in our favor on January 9, 2020. The schedule for the remaining arguments related to the actual appeal of the Planning & Zoning site plan approval was set during the last quarter, and required briefs were to be filed in March and April, with a hearing set for May. The briefs were filed in accordance with the schedule; however, the hearing date has been delayed due to the COVID-19 pandemic.

Bids received for the project are under review and award is pending as a result of litigation and budgetary constraints.

Brushy Plains Water System Improvements

Date Approved by the RPB: July 2016
Amount Approved by the RPB: \$4,700,000
Amount Expended to Date: \$4,387,109
Estimated Final Cost of the Project: \$4,700,000
Scheduled Completion: June 2018
Anticipated Completion: August 2020

During the quarter the project was delayed as a result of the COVID-19 pandemic. The final phase of the project includes demolition of the Brushy Plains Tank which will be completed during the first quarter of FY 2021.

System-Wide Radio Telemetry (RTU) Upgrades

Date Approved by the RPB: July 2018
Amount Approved by the RPB: \$5,700,000
Amount Expended to Date: \$3,633,095
Estimated Final Cost of the Project: \$5,700,000
Scheduled Completion: May 2020
Anticipated Completion: August 2021

As a result of the COVID-19 shutdown, the cutover that was planned to begin March 16 has been delayed. The cutover is now planned for January 2021 as a result of capital budget constraints. The contractor, Knapp Engineering, continues to perform field work such as antenna and network box installation. Our consultant, EMA, continues to review submittals and memos from the contractor.

Branford Hill Service Area Improvements

Date Approved by the RPB: April 2020

Amount Approved by the RPB: \$2,400,000

Amount Expended to Date: \$2,405,151

Estimated Final Cost of the Project: \$2,405,151

Scheduled Completion: May 2020

Anticipated Completion: August 2020

During the quarter, the Branford Hill Service Area Improvements project was approved by the Representative Policy Board following a public hearing. The final restoration of the Montoya right-of-way was completed. During the quarter, RWA was contacted by CDOT regarding possible additional pavement restoration along West Main Street (Route 1). Staff is currently in negotiations with CDOT, and it is expected these negotiations will be finalized during the first quarter of FY 2021.