

**Representative Policy Board
Bylaws and Rules Review Committee
South Central Connecticut Regional Water District
Via Remote Access**

MINUTES

Special Meeting of Wednesday, October 7, 2020 at 5:00 p.m.

**ATTENDEES: Committee Members: M. Ricozzi, D. Borowy, T. Clifford, C. Havrda,
S. Mongillo, T. Norris, and S. Sack**

RWA: H. Shah

OCA: J. Donofrio, Esq.

Staff: J. Slubowski

Chair Ricozzi called the meeting to order at 5:02 p.m.

He reviewed the Safety Moment distributed to members.

Chair Ricozzi stated that the committee's assignment is to discuss options to streamline the application process for capital projects. Currently, the application process takes approximately four months from beginning to end.

Mr. Norris, the RWA's Vice President of Asset Management, reviewed the process with members, which included:

- Month 1: Application to Authority for review with management;
- Month 2: If authorized by the Authority, the Application would go to the appropriate RPB Committee for review of completeness and recommendation to the RPB to schedule a public hearing;
The RPB meets to approve the application for a public hearing;
- Month 3: The public hearing takes place; and
- Month 4: The RPB votes on the final decision.

Discussion took place regarding the need for special meetings to expedite the process, causes of delay, exceptions, and emergency applications.

Mr. Norris discussed presenting projects as systems and the need to discover new methodologies for submission to the RPB.

It was the consensus of the committee that management prepares a chart that would include various processes depending on the need of each project.

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The OCA, Atty. Donofrio, stated that an expedited process would be necessary for urgent capital projects, at which time combination of ideas could be utilized on a case by case basis. He asked that the RWA take into consideration time for responses to interrogatories and other issues that may come up. Atty. Donofrio did not feel that there was a need for approval of an application to take four months.

The next meeting of the committee will be scheduled at a later date.

At 5:57 p.m., the meeting adjourned.

Mario Ricoszi, Chairman