

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

MINUTES

Special Meeting of Wednesday, November 4, 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, R. Kowalski and P. Singh
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.

On motion made by Mr. Borowy, and seconded by Mr. Havrda, and unanimously carried, the minutes of the October 7, 2020 meeting were approved.

Mr. Norris, the RWA's Vice President of Asset Management, provided a review of the capital project timeline with proposed expedited processes. He stated that the purpose of the chart was to include various timelines, in terms of calendars, depending on the timing of board and committee meetings. The chart included:

- Standard process (A), approximately 13 to 14 weeks;
- Emergency process (B), made possible by changes to the Enabling Legislation, which includes a seven day notice period for public hearings and is currently the fastest process for emergency projects only. The public hearing and decision would take place at the same meeting. This process is used only for catastrophic failure of infrastructure projects or something similar where time is of the essence. This would take approximately four weeks;
- Two proposed expedited processes (C and D) for urgent non-emergency projects, which would include special board and/or committee meetings and would take approximately eight to nine weeks.

The expedited process would allow the Representative Policy Board (RPB) to approve the chairman to set the public hearing date prior to the committee meeting to review the application for completeness.

Mr. Norris stated that process D is preferred and would like to make it the new process for non-controversial infrastructure projects under approximately \$7 million. Larger projects would revert to the standard process of 13-14 weeks.

The OCA, Atty. Donofrio, stated the need for the opportunity to have a reasonable amount of time to review applications for interrogatories. Ideally, he would need to receive the application as soon as

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possible on week one to be able to issue responses in enough time to receive replies and prepare his testimony to the RPB.

Discussion took place regarding the procedure preferred for non-emergency projects.

After discussion, it was the consensus of the committee that option D offered more flexibility but that both proposed expedited processes C and D could be utilized depending on the nature of the project, and to make the determination of the process a pre-decision. Chair Ricozzi will work on edits to the RPB Rules of Practice for review by the committee members at the next meeting.

At 5:35 p.m., Ms. Sack withdrew from the meeting.

Ms. Kowalski, RWA's Vice President of Financial Services, reviewed the current process for rate applications, which takes approximately six months. She stated that there are opportunities for a reduction in the timeframe for upcoming rate applications.

The committee discussed reductions to the timeframe by reducing the time from the Authority's recommendation of the application to the RPB and receipt of the application by the RPB, interrogatories, and flexibility.

At 5:45 p.m., Ms. Shah withdrew from the meeting.

The OCA agreed that time for the rate application procedure could be reduced. He discussed his procedure for interrogatories related to rate applications. He noted that the RWA is transparent with their rate application and budget information ahead of time and that a reduced timeframe would not affect his interrogatories and testimony.

Next steps include a review of the RPB Rules of Practice and Ms. Kowalski will prepare a chart, similar to the capital project process chart for the committee's next meeting which will include various processes for rate applications.

The committee scheduled its next meeting for Wednesday, December 2, 2020 at 5:00 p.m.*

At 6:01 p.m., the meeting adjourned.

Mario Ricozzi, Chairman

*After the meeting, the committee revised its next meeting date to Thursday, December 3, 2020 at 5:00 p.m.