

**Representative Policy Board Consumer Affairs Committee  
South Central Connecticut Regional Water District**

**Minutes of the November 16, 2020 Meeting**

The regular meeting of the Consumer Affairs Committee of the Representative Policy Board of the South Central Connecticut Regional Water District ("Committee") took place on Monday, November 16, 2020, via remote access. Committee members present were N. Campbell, M. Levine, S. Mongillo, A. Rescigno, F. Pepe, and R. Smith.

Also present were: J. Donofrio (Office of Consumer Affairs), L. Gonzalez, R. Kowalski, T. Norris, and P. Singh (RWA), and J. Slubowski (RPB Staff).

Chair Mongillo called the meeting to order at 5:30 p.m. He reviewed the safety moment distributed to members.

On motion made by Mr. Pepe, seconded by Mr. Levine, and unanimously carried, the Committee approved the minutes of its October 19, 2020 meeting, as presented.

Mr. Norris, the RWA's Vice President of Asset Management, provided an update on the FY 2021 Business Continuity Work Plan, which included:

- AWIA Emergency Response Plan Certification (Updated every 5years)
- Activities planned (training and exercises)
- The Lake Gaillard WTP tabletop on-site exercise
- Division/Departmental table top exercises
- Planning Activities (A Business Continuity Subcommittee meets 3-4 times per year, smaller training and exercise teams meet as needed)
- Kate Novick, P.E., C.S.P., remains a consultant in this area.

Discussion took place regarding COVID preparedness and response.

Chair Mongillo introduced the concept of a CAC Dashboard Report for discussion. Committee members and the OCA discussed whether such a report was needed and possible topics to be included. After discussion, Chair Mongillo asked that committee members continue to consider this concept for a future discussion. No decisions were made.

Attorney Donofrio had no consumer complaints to report.

On motion made by Mr. Pepe, seconded by Ms. Campbell, and unanimously carried, the Committee approved the OCA's October 2020 billing (\$1,385.00).

The committee reviewed the 2021 Calendar Year Meeting dates. On motion made by Mr. Pepe, seconded by Mr. Smith, and unanimously carried, the committee voted to approve the FY 2021 regular meeting dates.

The next regular meeting of the Committee is Monday, December 21, 2020 at 5:30 p.m.

At 6:22 p.m., the meeting adjourned.

Respectfully submitted

Stephen Mongillo, Chairman