

UNAPPROVED DRAFT

**South Central Connecticut Regional Water Authority
Minutes of the May 20, 2021 Meeting**

A regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, May 20, 2021, via remote access.

Present: Authority– Messrs. Borowy, Curseaden, DiSalvo and Mss. LaMarr and Sack
Management – Mss. Kowalski, Nesteriak, Reckdenwald and Messrs. Bingaman, and Singh
Staff – Mrs. Slubowski

The Chair called the meeting to order at 12:30 p.m. He welcomed Ms. LaMarr, the Authority’s newest board member.

Ms. Reckdenwald, the RWA’s Senior Vice President of Corporate Services, reviewed the Safety Moment distributed to members.

Chair Borowy reported that Mr. Stone, President of the Claire C. Bennett Watershed Fund (the “Fund”), was scheduled to attend the meeting but had a last minute commitment and would not be present. It was the consensus of the Authority that the Fund’s recommendations for new board members be postponed until the annual meeting of the Authority, the Fund’s sole member, in August.

The Authority held a discussion regarding recent donations to community organizations not aligned with the Fund’s mission. Members reviewed the mission statement and reported on two specific donations the Fund made to community programs, which provided district residents with access to vaccines.

Discussion took place regarding human relations work, social agency donations, one-time donations, and donations for betterment of the community.

After discussion, it was the consensus of the board, as the sole member, that they were in favor of a one-time donation for COVID related expenses. Mr. DiSalvo, one of the Directors of the Fund, will contact the President to discuss the organization’s intent and report back to the Authority.

At 12:45 p.m., on motion made by Ms. Sack, seconded by Mr. Curseaden, and unanimously carried, the Authority voted to recess the meeting to meet as the Audit-Risk Committee.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 1:22 p.m., on motion made by Mr. Borowy seconded by Ms. Sack, and unanimously carried, the Authority voted to meet as the Environmental, Health & Safety Committee.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye

Sack Aye

At 2:05 p.m., the Authority reconvened.

Ms. LaMarr stated that she would be abstaining on vote of the minutes of April 15, 2015. Chair Borowy stated it would be appropriate to remove item #1, *Approval of the April 15, 2021 minutes*, from the consent agenda for a separate vote.

On motion made by Mr. DiSalvo, seconded by Ms. Sack, and unanimously carried, the board:

1. Approved capital budget authorization for June 2021.

RESOLVED, that the Vice President of Financial Reporting and Analysis is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$1,850,000 for the month of June 2021 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 2022 for all Capital Improvement Projects to be exceeded.

2. Received capital budget transfer notifications detailed in Ms. Kowalski's memorandum dated May 14, 2021.
3. Adopt resolutions authorizing exemptions from public bidding:

RESOLVED, that the Authority authorizes Management to negotiate the purchase of the following items for the fiscal year June 1, 2021 to May 31, 2022 without public bidding and such purchases without public bidding are hereby determined to be in the best interest of the Regional Water Authority for the reasons set forth in Ms. Kowalski's memorandum of May 14, 2021, a copy of which is to be filed with the records:

- Programmable Logic Controllers
- John Deere Equipment
- Variable Frequency Drives
- Pick Up of Patch, Sand, Gravel, Stone and Topsoil
- Polymers
- Fire Hydrants
- GHP Media Inc.
- Cla-Val Hydraulic Control Valves
- Associated Electro-Mechanics (AEM)
- Val Matic Air and Water Valves
- Johnson Controls HVAC Software and Hardware

4. Received monthly financial report for April 2021.
5. Received accounts receivable update for April 2021.

Borowy Aye
Curseaden Aye
DiSalvo Aye

LaMarr	Aye
Sack	Aye

On motion made by Mr. Curseaden, and seconded by Ms. Sack, the Authority voted to approve the minutes of its meeting April 15, 2021:

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Abstain
Sack	Aye

Ms. Nesteriak, RWA's Executive Vice President and Chief Operating Officer, provided an update of operations and the return to work policy at the RWA, which included:

- Employee health metrics and vaccination status
- RWA mask policy
- Return to work and remote work policy
- Milestones and next steps

Ms. Kowalski, the RWA's Vice President of Financial Reporting and Analysis, discussed the RWA's financial position, which included:

- Financial impact of COVID
- Year-to-date billings
- Cash collections
- Aging accounts
- Coverage projection

The Authority discussed the timeline for resuming in-person meetings. Chair Borowy stated that he met with the RPB Chair, Mario Ricozzi, about starting with the smaller RPB committee meetings.

At 2:30 p.m., Mr. Triana entered the meeting.

Mr. Bingaman, RWA's President and Chief Executive Officer:

- reported on the status of commercial services. He stated that he and Mr. Donovan, the RWA's Director of Business Development, met with the owners of two business in an effort to advance the RWA's commercial business strategy through acquisitions.
- stated that the RWA continues to search for key positions of Vice President of Financial Services, Director of Engineering, and Director of Employee Relations. The RWA has engaged with a professional search firm for the engineering position.
- highlighted that lawmakers of the Appropriations Committee are planning to allocate federal funding in the American Rescue Plan Act. Mr. Bingaman contacted legislators in support of water infrastructure funding to assist Connecticut's private, regional and municipal water companies. The RWA's governmental affairs team has partnered with the RWA's lobbying firm to continue to monitor and urge support for water infrastructure funding.

- reported that as part of National Drinking Water Week (May 3-8), the 2020 annual report on water quality was mailed out to customers in the service area. The report includes a version translated into Spanish and posted on the RWA's website along the English version.
- is currently reinstituting one-on-one meetings to reconnect with employees, enhance two-way communications and to solicit employees' ideas to move the RWA forward.
- commented that the communications and outreach team at the RWA developed a four-part webinar series to educate the public about how to keep laws and gardens healthy without wasting water. In April, the RWA launched the webinar series promoting efficient water use for garden and lawn maintenance. This is a broader program to assist customers to use water wisely and includes PSA's on channel 8 and 59 and the RWA's current rain barrel program.
- installed new water service for a veteran and his family, who are residents of North Branford, and who were currently not connected and using a private well, which was contaminated by an oil tank rupturing. RWA's union president recruited a group of fellow union employees who volunteered their time on a Saturday to complete the work.
- stated that on behalf of the RWA, he received an Honorary Degree of Human Letters at the Southern Connecticut State University School of Business commencement ceremony for conscious purposeful driven leadership with the creation of the Public Utilities Management Program.

Mr. DiSalvo stated that next month he is requesting a compensation related matter be added to the agenda for discussion in executive session.

Authority members reported on recent Representative Policy Board ("RPB") committee meetings.

Mr. Triana, the RWA's Real Estate Manager, provided an update on the RWA's application to the Representative Policy Board for the approval of a non-substantial amendment to the Land Use Plan for the creation of new trails on RWA property in Bethany at Lake Chamberlain. He stated that the application would allow for the completion of 8 new trails at the Lake Chamberlain recreation area. The objective is to provide a path for anglers to use and would avoid anglers going off path and allowing for property preservation. The area is .37 miles and located on Class I property. The trails would take 2-3 days to create and would include tree trimming and removal of downed trees.

After discussion, on motion made by Ms. Sack, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to approved the following resolution:

RESOLVED, that the Authority hereby accepts the Application to the Representative Policy Board for the non-substantial Land Use Plan Amendment to create new trails for anglers on Authority property in Bethany at Lake Chamberlain (Land Unit BE1), as a completed Application, substantially in the form submitted to this meeting, and authorized filing said Application with the Representative Policy Board for approval.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye

LaMarr	Aye
Sack	Aye

Mr. Bingaman stated that earlier in the day, he sent an email to management employees reinstating merit increases retroactively from August 2020 for eligible non-union employees.

At 2:45 p.m., the Authority voted to recess the meeting to attend the Representative Policy Board meeting. Chair Borowy announced the Authority would reconvene immediately following the RPB meeting.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 7:15 p.m., the Authority reconvened. Present were: Authority members, Messrs. Bingaman and Singh and Mss. Kowalski and Slubowski and RPB Chairman, Mario Ricoszi.

Chair Borowy requested approval of the budgets for the fiscal year June 1, 2021 – May 31, 2022 and authorization to file the budgets with the trustee, as required by the *General Bond Resolution*.

Ms. Sack acknowledged the tremendous amount of work done to prepare the budgets and review by the RWA, and the Authority and Representative Policy Boards, and noted that this effort allowed for confidence.

Ms. LaMarr stated that she attended a budget review meeting and has spent considerable time reviewing the budgets. She thanked management for their quick responses to questions and for making her comfortable in order to be able to vote on the matter.

Mr. DiSalvo moved for adoption of the following resolutions:

RESOLVED, that the Authority's Capital Improvements budget for Fiscal Year ("FY") 2022 from June 1, 2021 – May 31, 2022, including a plan of capital improvements for the FY 2022 through FY 2026 and the additional information required by Section 614 of the *General Bond Resolution*, is hereby adopted and ordered to be filed with US Bank, Trustee, pursuant to Section 614 of the *General Bond Resolution*; and

FURTHER RESOLVED, that the Authority's Operating budget for FY 2022 from June 1, 2021 – May 31, 2022, showing on a monthly basis projected Operating Expenses and deposits and withdrawals from the several Funds required by the *General Bond Resolution*, is hereby adopted and ordered to be filed with US Bank, Trustee, pursuant to Section 613 of the *General Bond Resolution*.

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

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 7:17 p.m., on motion made by Mr. DiSalvo, seconded by Ms. LaMarr, the meeting adjourned.

Borowy	Aye
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Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Kevin Curseaden, Secretary