

South Central Connecticut Regional Water Authority
Via Remote Access**

AGENDA

Regular Meeting of Thursday, August 19, 2021 at 12:30 p.m.

- A. Safety Moment
- B. Meet as Sole Member of the Claire C. Bennitt Watershed Fund (WSF): B. Stone
 - 1. Report on the WSF
 - 2. Elect Directors:
 - a) Act on recommendation of WSF Chair for reappointment of directors
 - b) Act on recommendation of WSF Chair for appointment of new directors
 - 3. Discussion regarding WSF donations
- C. Meet as Environmental, Health & Safety Committee: K. Curseaden
 - 1. Approve minutes – May 20, 2021 meeting
 - 2. Review revised Committee Charter
 - 3. FY 2022 Business Continuity Work Plan: A. Schenkler and K. Novick
 - 4. Invasive Species Control Update: J. Tracy
 - 5. Lead and Copper Rule Update: T. Barger
- D. Consent Agenda
 - 1. Approve Minutes – July 15, 2021 meeting
 - 2. Capital Budget Authorization - September 2021
 - 3. Capital Budget Transfer Notifications (no action necessary) – September 2021
 - 4. Monthly Financial Report – July 2021
 - 5. Accounts Receivable Update – July 2021
 - 6. Cancel Authority's regular meeting of September 16, 2021 at 12:30 p.m. and schedule special Authority meeting on September 23, 2021 at 12:30 p.m.
- E. Reports on RPB Committee Meetings
- F. Meet as Strategic Planning Committee: D. Borowy
 - 1. Approve Minutes – June 17, 2021 meeting
 - 2. Discussion re Authority Self-Assessment
 - 3. *Succession Planning Efforts Update – Including Executive Session: J. Reckdenwald
- G. Act on matters arising from Committee meetings
- H. Updates: L. Bingaman
 - 1. Board Letter Highlights – Including possible Executive Session
- I. Executive Session to discuss real estate negotiations

******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=2021&category=1422&meettype=&page=>. For questions, contact the board office at jslubowski@rwater.com or call 203-401-2515.

**RPB member (M. Levine) should be excused at Item F.3*

Topic: Authority Regular Meeting (including Environmental, Health & Safety Committee and Strategic Planning Committee)

Time: Aug 19, 2021 12:30 PM Eastern Time (US and Canada)

Join Zoom Meeting (*via conference call*)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 820 5980 6618

Passcode: 029197

Find your local number: <https://us02web.zoom.us/j/kdQe3DXZ02>

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SAFETY MOMENT

FLOOD SAFETY AND PREPAREDNESS

Floods are among the most frequent and costly natural disasters. Flooding often occurs following a hurricane, thawing snow, or several days of sustained rain. Flash floods occur suddenly, due to rapidly rising water along a stream or low-lying area. Learn what to do to keep your loved ones safe.

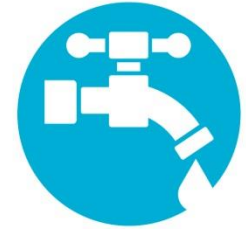
What is the difference between a Flood **WATCH** and Flood **WARNING**?

- A Flood **WATCH** means a flood or flash flood is possible; and
- A Flood **WARNING** means flooding or flash flooding is already occurring or will occur soon. **TAKE IMMEDIATE PRECAUTIONS!!**

Be Prepared:

- Create an evacuation plan (that includes your pets)
- Ensure family members know how to get in touch if separated
- Prepare emergency kits (for family and pets)
- Construct barriers to stop floodwater from entering your home

TapInto
Safety



Regional Water Authority



Service – **Teamwork** – Accountability – **Respect** – Safety



Brian M. Stone, Esq.
President, Director

Elizabeth Moore
Vice President, Director

Kate S. Powell
Secretary, Director

Robert J. Olejarczyk
Treasurer, Director

Susan S. Addiss
Director

Thomas P. Clifford III, Esq.
Director

Anthony DiSalvo
Director

Gordon Geballe
Director

Martha Rice
Director

Rev. Prof. John Henry Scott, III
Esq.
Director

DATE: August 16, 2021

TO: David Borowy
Anthony DiSalvo
Kevin Curseaden
Catherine LaMarr
Suzanne Sack

Re: *The Claire C. Bennitt Watershed Fund – Annual Meeting
of RWA as Sole Member*

-
1. The 19th of August is the date for the Authority's annual meeting, as sole member of the Claire C. Bennitt Watershed Fund (the 'Fund').
 2. Enclosed are documents setting forth:
 - a. Watershed Fund Grants in Fiscal Year 2020-2021
 - b. Watershed Fund Scholarships Granted in Fiscal Year 2021
 3. Fund balances as of August 13, 2021 are:
 - a. Fund reserved for scholarships: \$10,554.80
 - b. General (unrestricted fund): \$2,147,729.68
 4. The Fund's financial statements are audited annually by an independent firm. The Board of Directors retained Bailey Scarano of Branford to audit the financial statements for fiscal year ended May 31, 2021. They will present their report at the September 8, 2021 meeting of the Fund.
 5. Enclosed is the roster of the Fund's directors. The terms of Tom Clifford, Elisabeth Moore, Kate Powell and Brian Stone expire at this meeting. I recommend that Mss. Moore and Powell and Messrs. Clifford and Stone be re-elected for another three-year term expiring at the 2024 annual meeting. Brief background information regarding these candidates is enclosed. The Fund is also recommending the following two candidates for appointment to the Board of Directors for a three-year term expiring at the 2024 annual meeting: Scott M. Jones, Esq. and Marco Mutonji. Both resumes are attached. Suggested resolutions are also attached for your consideration.

Respectfully submitted,

Brian M. Stone

Brian M. Stone
President

The Claire C. Bennitt Watershed Fund

South Central Connecticut
Regional Water Authority

90 Sargent Drive
New Haven, CT 06511-5966
Telephone: 203.401.2515
Fax: 203.562.0808

www.thewatershedfund.org

THE CLAIRE C. BENNITT WATERSHED FUND

Scholarships Awarded in FY 2021

Name	Residence Town/City	College or University
Carroll, Brennan	Milford	Old Dominion University
Deschenne, Kieren L. Dykstra	New Haven	Brown University
Hubbs, Evan	Madison	URI
Huq, Adara	Derby	Tufts University
Jones, Jasmine	West Haven	Albertus Magnus
Lucas, Abigail	Milford	Southern CT State University
Oberempt, Madeline	East Haven	University of Vermont
Skuches, Ethan	Milford	Vassar
Triana, Elizabeth	Prospect	SUNY Oswego
Urda, Marissa	Woodbridge	Sacred Heart University
Dymond, Hope	Branford	UConn
Harris, Rachael	Guilford	Southern New Hampshire University

Total Scholarships Awarded = \$36,250

THE CLAIRE C. BENNITT WATERSHED FUND - Grants Awarded FY 2021

Friends of the Ansonia Nature Center, Inc. (FANCI) 10 Deerfield Road Ansonia, CT 06401	Ansonia Nature and Recreation Center Herparium Exhibit Project: to renovate and expand the current herparium (reptile and amphibian habitat) exhibit in the ANRC Visitor Center, which is in great need and repair	\$10,000
Friends of Hammonasset Inc. P.O. Box 271 Madison, CT 06443	Meigs Point Nature Center (MPNC) Equipment and Furnishings: Purchase set up of a display touch screen, an osprey nest exhibit and several display cases for the MPNC.	\$7,500
Mill River Watershed Association 19 Court Street Suite 100 New Haven, CT 06511	Hamden Storm Drain Marking Project: install storm drain markers on approximately 500 storm drains within the Lake Whitney watershed in Hamden and educating the community regarding the improper and illegal use of storm drains.	\$3,000
New Haven Ecology Project/Common Ground 358 Springside Ave. New Haven, CT 06515	Nature Notes: To provide teachers and parents with nature-based activities for elementary school aged children. (Changed from Every Child Outside Field Trip due to COVID)	\$10,000
New Haven Urban Resources Initiative 195 Prospect Street New Haven, CT 06511	Rock to Rock Earth Day Celebration: Engaging hundreds of people in support of a coalition of 36 non-profits doing environmental work in the New Haven region	\$10,000
Save the Sound (dba Connecticut Fund for the Environment) 900 Chapel Street Suite 2202 New Haven, CT 06510	Empowering Stewards for Water Quality in the Farm River: A watershed analysis in the Farm River in Branford to educate local residents and advance watershed planning.	\$10,000
St. Martin de Porres Academy 208 Columbus Ave. New Haven, CT 06519	Student and Teacher Science Education Program: To inspire teacher and student knowledge and appreciation of water healthy, the environment and science.	\$12,000 per year for 2 years
James Blackstone Memorial Library 758 Main Street Branford, CT 06405	Reading Colors Your World (Waterways): to educate children about the waterways and water resources in Branford, CT and to teach them how to protect those water resources, ensuring the long-term health of plants, animals, and humans, locally and beyond	\$1,291
Foundation for the Greater New Haven Chamber/NH Science Fair 900 Chapel Street 10 th Floor New Haven, CT 06510	New Haven Science Fair Program: a four component STEM program designed to improve science and education in the New Haven Public Schools	\$10,000
New Haven Ecology Project 358 Springside Ave. New Haven, CT 06515	Schoolyards Program: to support the creation and effective use and maintenance of school gardens, habitats and outdoor classrooms for the next generation of environmental leaders	\$10,000

THE CLAIRE C. BENNITT WATERSHED FUND - Grants Awarded FY 2021

New Haven Urban Resources Initiative 195 Prospect Street New Haven, CT 06511	GreenSkills Tree Planting and Outreach: New Haven residents can request a free tree through the program	\$10,000
South Central Connecticut Regional Water Authority 90 Sargent Drive New Haven, CT 06511	Environmental Careers Summer Camp: a one week environmental career experience for ten 10 th -12 th graders at Common Ground HS in New Haven	\$ 2,500
Shalom United Church of Christ P.O. Box 207091 New Haven, CT 06520-7091	Donation for Unidad Latina en Accion (ULA) vaccination kickoff	\$5,000
South Central Connecticut Regional Water Authority 90 Sargent Drive New Haven, CT 06511	Donation for Water Bottle Donation Program	\$3,000
Cornell Scott-Hill Health Center 400 Columbus Avenue New Haven, CT 06519	Donation for Vaccination Program Outreach	\$10,000
Total Grant Requests		\$114,291

FY 2014 \$44,060
 FY 2015 \$54,860
 FY 2016 \$23,500
 FY 2017 \$20,000
 FY 2018 \$61,518
 FY 2019 \$46,378
 FY 2020 \$18,896
 FY 2021 \$114,291

THE WATERSHED FUND

WSF Directors

(3-year terms)

2021

T. Clifford
E. Moore
K. Powell
B. Stone

2022

S. Addiss
R. Olejarczyk
M. Rice

2023

A. DiSalvo
B. G. Geballe
C. J. Henry Scott

Thomas P. Clifford III, Director

Thomas P. Clifford III is the acting chairperson of the RPB and former Mayor of the City of Ansonia. He is a director at Naugatuck Valley Health District as well as the Claire C. Bennitt Watershed Fund. Thomas is an adjunct professor teaching Business Law at Fairfield University. He is the former Chairman of VRPA-MPO Regional Planning Organization. As mayor, he was also elected to the Steering Committee, Small Cities Council, of the National League of Cities.

Elisabeth Moore, Director, Vice President

Elisabeth Moore has been a Director of the Claire C. Bennitt Watershed Fund since 2006. She is the Executive Director of Connecticut Farmland Trust and has more than twenty years of experience working with landowners, towns, and community groups to conserve farmland and significant natural and community resources. Elisabeth is a graduate of Bowdoin College and the University of North Carolina at Chapel Hill.

Kate S. Powell, Director, Secretary

Kate Powell was elected to the Claire C. Bennitt Watershed Fund in 2011. After serving in multiple capacities in environmental outreach and communications at the Regional Water Authority for more than 25 years, Ms. Powell retired in 2020. She is a resident of Cromwell, CT.

Brian M. Stone, Director

Brian Stone was elected to the Board of Directors of the Claire C. Bennitt Watershed Fund in 2009. He previously served as Chairman of the Distribution Committee and currently acts as President. Mr. Stone currently practices commercial real estate, finance, land use and zoning and business law at the Pellegrino Law Firm in New Haven. Mr. Stone is a former President of the West Haven Chamber of Commerce, served as Town Meeting Moderator for the Town of Orange and as a member of the Executive Board of the Orange Economic Development Corporation.

SOUTH CENTRAL CONNECTICUT REGIONAL WATER AUTHORITY

AUGUST 19, 2021

PROPOSED RESOLUTIONS

RESOLVED, that the following persons be, and hereby are, reappointed as Directors of the Claire C. Bennitt Watershed Fund, Inc. to serve in such capacity until the annual meeting of the sole Member in 2024, or until they otherwise lawfully cease to hold such office: Thomas P. Clifford III, Esq., Elisabeth Moore, Kate S. Powell, and Brian M. Stone, Esq.

FURTHER RESOLVED, that the following persons be and hereby are, elected as Directors of the Claire C. Bennitt Watershed Fund, Inc. to serve in such capacity until the annual meeting of the sole member in 2024, or until they otherwise lawfully cease to hold such office: Scott M. Jones, Esq. and Marco Mutonji.



Date: August 13, 2021

To: South Central Connecticut Regional Water Authority

From: Brian M. Stone, Esq., President

Re: Director Recommendations

At its meeting on Wednesday, May 5, 2021, the Board of Directors of the Claire C. Bennitt Watershed Fund ("CCB WSF"), at the recommendation of its Nominating Committee, voted unanimously to recommend to the South Central Connecticut Regional Water Authority ("Authority"), Scott M. Jones, Esq. and Marco Mutonji for appointment to the board of the CCB WSF.

The Committee adopted selection guidelines and interviewed both candidates. After discussion, the committee voted to recommend both candidates to the CCB WSF.

Scott Jones currently works as a Senior Assistant Public Defender at the State of Connecticut Division of Public Defender Services. His bar memberships include the Supreme Court of the United States, Connecticut and Pennsylvania. Scott has also served in the army reserves. He currently serves on the CT Commission on Racial & Ethnic Disparities Criminal Justice Section, the CT Judicial Statewide Grievance Committee, the New Haven Legal Assistance Association, Inc., and the International Association of New Haven.

Scott is also the Executive Board Recording Secretary for the AFSCME, Council 4, Local 381 Union, Associate Fellow at the Yale University Saybrook College and a Barrister member of the New Haven Inn of Court. His associations include the National Defense Investigators Association, National Association for Public Defense, New Haven County Bar Association and CT Criminal Defense Lawyers Association.

Marco Mutonji, is currently the Grants and Finance Administrator of the Women's Health Research and Yale. He previously worked as an accountant, assurance associate, senior portfolio accountant, staff accountant and accounts payable administrator.

Marco is currently a Certified Public Accountant in the State of New York and is fluent in French and Swahili.

After the Nominating Committee's interviews with both candidates, it was determined that their qualifications met the requirements in the selection criteria. Candidate resumes are attached for your reference.

The Claire C. Bennitt Watershed Fund Board of Directors strongly recommends the appointment of Attorney Jones and Mr. Mutonji at the Authority's meeting on August 19, 2021.

/js

cc: Larry L. Bingaman, President & CEO, RWA

Enclosures

SCOTT M. JONES

ScottMJonesEsq@gmail.com

<https://www.linkedin.com/in/scott-jones-a06109a1>

203-605-7650

PROFESSIONAL EXPERIENCE

STATE OF CONNECTICUT DIVISION OF PUBLIC DEFENDER SERVICES

Senior Assistant Public Defender. Represent indigent defendants in major felony cases before the Superior Court, the Psychiatric Security Review Board (PSRB), the Sentence Review Division (SRD), and the Board of Pardons and Parole (BoPP). Supervise investigators, social workers, and support staff in pursuit of case related objectives. Supervise and mentor legal fellows, law student interns, and college interns. Develop strategic plans, challenge sufficiency of evidence, advise clients, coordinate services, and negotiate dispositions. Hire and consult with expert witnesses to support affirmative defenses, mental health claims, and establish or refute other areas of technical specialty. Represented thousands of defendants, conducted numerous jury trials, bench trials, and contested hearings to conclusion. Successfully pursued pardons, clemency, and sentence reductions. Argued before the Connecticut Appellate and Supreme Courts.

New Haven Judicial District for Part A Matters

2000 – Present

Geographical Area for Milford, New London, and New Haven

1993 – 2000

ADDITIONAL RELEVANT EXPERIENCE

DANFORTH & CLEARY (Summer Associate)

1991

WIGGIN & DANA (Summer Associate)

1990

OFFICE OF ADULT PROBATION (Intern)

1988

YALE UNIVERSITY AFFIRMATIVE ACTION OFFICE (Clerk)

1986 - 1989

EDUCATION

UNIVERSITY OF CONNECTICUT SCHOOL OF LAW, *Juris Doctor*

May 1992

UNIVERSITY OF CONNECTICUT, *Bachelors of Science, HDFS*

Dec. 1988

BAR MEMBERSHIPS

Supreme Court of the United States

Oct. 2018

Connecticut

Dec. 1992

Pennsylvania

Dec. 1992

MILITARY

United States Army Reserves (USAR) – Individual Ready Reserves (2LT)

1989 – 1999

USAR Officer Training Corps (Cadet)

1986 – 1989

USAR 439TH Petroleum Quartermaster Supply Unit (Cadet)

1986 – 1989

COMMISSIONS, COMMITTEES, & BOARDS

CT COMMISSION ON RACIAL & ETHNIC DISPARITIES CRIMINAL JUSTICE SECTION 2018 – Present

Commission member appointed by the President Pro Tempore of the CT Senate. Examine and eliminate racial and ethnic disparities in the criminal justice system.

CT JUDICIAL STATEWIDE GRIEVANCE COMMITTEE 2018 – Present

Committee member appointed by Superior Court Judge.
Review, investigate, and adjudicate attorney ethics complaints.

PROJECT YOUTH COURT NEW HAVEN 2017 – 2019

Board member and volunteer judge. A peer led restorative justice program that reduced and prevented the escalation of juvenile crime.

NEW HAVEN LEGAL ASSISTANCE ASSOCIATION, INC 2014 – Present

Board member for non-profit legal services organization that provides family, housing, immigration and other legal representation to clients.

INTERNATIONAL ASSOCIATION OF NEW HAVEN 2012 - Present

Board member and Past President 2018 – 2020. Non-profit board that provides grants to organizations that advance international, intercultural, and global understanding.

MONTESSORI SCHOOL ON EDGEWOOD 2006

Board member and acting co-chair for upstart publicly supported Montessori school.

ORGANIZATIONS & ACTIVITIES

AFSCME, COUNCIL 4, LOCAL 381 UNION 2017 – Present

Executive Board Recording Secretary for the State of Connecticut Public Defenders Union since inception in 2017.

YALE UNIVERSITY SAYBROOK COLLEGE 2015 – Present

Associate Fellow. A meeting ground for scholars from various disciplines to encourage discussion.

NEW HAVEN INN OF COURT 2014 – Present

Barrister member of a group of judges, practicing attorneys, law professors and students who meet monthly to discuss and debate issues relating to legal ethics and professionalism.

ASSOCIATIONS

NATIONAL DEFENSE INVESTIGATORS ASSOCIATION, member 2019 – Present

NATIONAL ASSOCIATION FOR PUBLIC DEFENSE, member 2017 – Present

NEW HAVEN COUNTY BAR ASSOCIATION, member 2015 – Present

CT CRIMINAL DEFENSE LAWYERS ASSOCIATION, member 2010 – Present

PRESENTATIONS & SPEAKING ENGAGEMENTS

CT BOARD OF PARDONS AND PAROLE (Co-presenter) Presentation on the Basics of CT Criminal Evidence.	2019, 2020
CT OFFICE OF VICTIM SERVICES SEXUAL ASSAULT FORENSIC NURSE EXAMINERS (Co-presenter) Presentation on defending sexual assault prosecutions.	2018, 2019
NATIONAL DEFENSE INVESTIGATOR ASSOCIATION (Co- presenter) Regional Conference in Memphis, TN. Presentation to investigators on testifying in criminal trials.	Sep. 2019
CT CRIMINAL DEFENSE LAWYERS ASSOCIATION (CCDLA) (Panelist) Presentation on conducting voir dire in sexual assault cases.	Apr. 2019
QUINNIPIAC UNIVERSITY SCHOOL OF LAW LEGAL PROFESSIONAL RESPONSIBILITY (Panelist) Presenter on Statewide Grievance Committee responsibilities.	2019, 2020
YALE LAW SCHOOL VISITING INTERNATIONAL JUDGES (Co-presenter) Presentation on defending the criminally accused.	2018, 2019
CT PUBLIC DEFENDERS TRIAL SKILLS TRAINING (Training instructor) Jury instructions and closing arguments.	2018
HOPKINS SCHOOL BREAKTHROUGH NEW HAVEN CAREER DAY (Facilitator for courthouse tour) Program prepares low-income students to enter college prep high schools and encourages talented high school and college students to consider education careers.	2012 – 2018
QUINNIPIAC UNIVERSITY INTERNATIONAL HUMAN RIGHTS LAW SOCIETY. Nicaragua humanitarian service project. (Presenter) Presentation on CT criminal procedure.	May 2011
COLLEGES AND HIGH SCHOOL PRESENTATIONS YALE UNIVERSITY SCHOOL OF LAW, QUINNIPIAC UNIVERSITY SCHOOL OF LAW, QUINNIPIAC UNIVERSITY, UNIVERSITY OF NEW HAVEN, ALBERTUS MAGNUS COLLEGE, GATEWAY COMMUNITY COLLEGE, and NEW HAVEN PUBLIC SCHOOLS. Presentations on getting into law school, the role of public defenders in the Judicial system, client representation, and defending criminal defendants.	2000 – Present

Women's Health Research at Yale, New Haven, CT

Grants and Finance Administrator

Apr 2017 – Present

- Responsible for creating and monitoring the center's budget and financial portfolio which includes grants, endowments and special accounts.
- Develop and implement different systems for cost effective practice of the center multi activities.
- Ensure adherence to contractual obligations, agreements, policies related to funding supports (Federal/ Non-Federal).
- Supervise the Sr. Administrative Assistant in their general financial responsibilities to ensure compliance with external grantors and university's requirements.
- Work directly with the center's Director and the chair of the philanthropy committee to identify and approach new funding opportunities, including submitting progress reports and special projects.

Accountant

Jan 2014 – Apr 2017

- Performed daily accounting activities to ensure accurate spending of funds in compliance with University and other external funding sources' policies.
- Prepared the annual budget and performed the year-end closeout.
- Monitored the spending of interest income from multiple endowments (restricted & unrestricted).
- Managed the center's Pilot Project Program (which has awarded over \$5 Million in pilot grants to date) and monitored the return on investment of this pilot data for inclusion in the center's annual report.

RSM US LLP (formerly known as McGladrey LLP), New Haven, CT

Assurance Associate

Sept 2012 – Dec 2014

- Conducted audits using GAAP and drafted financial statements under prescribed format for clients.
- Performed substantive test and test of internal controls to identify accounting or reporting issues.
- Assessed risks and evaluated clients' internal controls structures.

Amalgamated Bank, New York, NY

Senior Portfolio Accountant

Jun 2009 – Sept 2012

- Prepared the daily mark-to-market reports and calculated the realized gains and losses of the Trading and Available for Sales securities.
- Analyzed financial portfolio performance reports for submission to the Chief Financial Officer, the Investment Committee and the Controller.
- Developed and implemented procedures to improve the internal control on investment portfolios.
- Managed the accounting and consolidation process for equity investments and transaction with affiliated companies.

Staff Accountant

Sep 2007 – Jun 2009

- Prepared financial data to be included in various reports for the Federal Reserve Bank.
- Prepared variance analysis on balance sheet of various accounts.
- Performed a daily capital ratio analysis of the balance sheet for capital risk management.

Victory Schools Inc, New York, NY

Account Payable Administrator

Feb 2007- Jul 2007

- Managed account payable for nine Charter Schools and for the management office.
- Reconciled check registers with monthly bank statements.
- Prepared comprehensive account analyses for balance sheets and year-end financial statements.

EDUCATION AND SKILLS

- Baruch College - Bachelor of Business Administration. Major: Accounting
- Certified Public Accountant (CPA), in the State of New York
- Other languages: Fluent in French and Swahili
- Proficient in different Accounting Information Systems: IPS Sendero, Prologue, QuickBooks, Great Plain, IDEA, MUNIS, Caseware, Oracle System, ERA Common, YBT, Workday, Alice.

**South Central Connecticut Regional Water Authority
Environmental, Health & Safety Committee**

**Minutes of the May 20, 2021 Meeting
Via Remote Access**

A regular meeting of the Environmental, Health & Safety Committee of the South Central Connecticut Regional Water Authority (“RWA”) took place on Thursday, May 20, 2021, via remote access. Chair Curseaden presided.

Present: Committee –Messrs. Curseaden, Borowy, DiSalvo and Mss. LaMarr and Sack
Management – Mss. Kowalski, Nesteriak, Velasquez, Vitagliano and Messrs. Bingaman, Hudak, and Singh
Staff – Mrs. Slubowski

The Chair called the meeting to order at 1:22 p.m.

On motion made by Mr. DiSalvo, seconded by Mr. Borowy, the Committee voted unanimously to approve the minutes of the its meeting held on March 18, 2021.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Abstain
Sack	Aye

Mr. Hudak, RWA’s Environmental Planning Manager, provided an update of the Former Hamden Middle School Remediation Project. He discussed the historical background and traditional policies of waste filling between 1800 and 1950. Mr. Hudak reported that the remediation project was broken down into five separate phases between 2014 and 2020 for a total project cost of \$4.3 million. Currently, there are two remaining environmental land use restrictions in place to restrict activities on the properties, which need to be finalized and recorded on the land records with notifications to local agencies. Upon completion of the project, the RWA provided a report to the Department of Energy and Environmental Protection, which was approved in March 2021. Mr. Hudak stated that continuous ground water monitoring will be conducted until the samples meet regulations. The property is under contract and will be sold when the title has been cleared.

Discussion took place regarding property sale, land use restrictions and project funding.

Ms. Vitagliano, the RWA’s Government and Public Relations Specialist, provide a 2021 Legislative Outlook, which included:

- Legislative landscape
- RWA priority bills
- Department of Public Health priority bills
- Other industry issues

At 1:49 p.m., Ms. Vitagliano withdrew from the meeting.

Ms. Velasquez, the RWA’s Environmental Compliance and Sustainability Lead, provided a presentation on the RWA’s sustainability activities since 2018. She reported on the environmental effects of the pollinator program, which increase the soil’s capacity to store water, and reduce flooding and polluted stormwater runoff. She also commented on the pathways program, which was developed to de-fragment the environment and provide food and habitat for pollinators. Several district towns have joined the program including Bethany, Branford, Cheshire, Hamden, New Haven and North Branford. Ms.

Velasquez highlighted other projects for the future, which included an energy use audit, charging station for electric vehicles and construction equipment, and additional pollinator gardens.

Discussion took place regarding pollinating project's effect on water quality and the use of program for education and outreach.

At 2:05 p.m., on motion made by Mr. Borowy, seconded by Ms. Sack, and unanimously carried, the Committee voted to adjourn.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Kevin Curseaden, Chairman

DRAFT OF PROPOSED REVISIONS FOR DISCUSSION

THE ENVIRONMENTAL, HEALTH & SAFETY COMMITTEE

August 19, 2021

Committee Purpose:

The purpose of the Environmental, Health & Safety Committee is to assist the Regional Water Authority (RWA) by providing guidance and input to promote the RWA's leadership in environmental sustainability and to help protect the health and safety of employees and the public and assess and manage the corporation's risks.

Discuss including Emergency Preparedness in Purpose.

Primary responsibility for the RWA's environmental, health and safety management and **operational** risk assessment is vested in senior operating management as overseen by the RWA. The RWA chair shall annually designate one member of the RWA as Committee chairperson. The Committee shall meet at least quarterly with further meetings to occur when deemed necessary or desirable by the Committee chair**person**. The Committee shall consist of all members of the RWA ~~meeting~~ **(Clarify committee membership)** as a committee of the whole. Appropriate RWA management will attend meetings, at the invitation of the Committee chairperson, to provide required reports and presentations to the Committee.

Committee Responsibilities:

The following duties, responsibilities and functions are set forth as a guide to fulfilling the Committee's purposes, with the understanding that the Committee may undertake other and different activities and that the Committee's activities may diverge from those described below, as appropriate under the circumstances.

Environmental Health and Safety

The Committee shall review, provide oversight of and monitor (a) the RWA's environmental, health and safety policies, practices and actions; and (b) trends and emerging issues at the legislative, regulatory and judicial levels concerning environmental, health and safety issues that affect the RWA, along with its positions and responses with respect thereto.

The Committee, in collaboration with management, will also provide the RWA leadership in the identification of water supply issues that will shape the policy and practice of the RWA in:

1. Developing the cost-effective and environmentally sound ways to reduce RWA's customers' peak demand for water without impacting revenues.

2. Educating the RWA and their constituents about conservation-friendly water rate structures.
3. Protecting and preserving the RWA watersheds.
4. Responding to stream flow or water supply-related legislation and regulations.
5. Land issues related to water quality and watershed conservation.
6. Reaching out to the environmental community and other constituents.

Emergency Preparedness

- The Committee, in collaboration with management, will lead the identification of goals for the RWA Business Continuity/Emergency Preparedness Program based on the emergency planning cycle of (1) Assessing Risk; (2) Planning; (3) Training; and (4) Exercising.
- Maintain an explicit, visible and communicated commitment to Business Continuity/Emergency Preparedness.
- Ensure RWA performs risk assessments; ~~that said ensure risk assessments that~~ are reviewed and updated; ~~on a periodic basis; or~~ as new hazards and threats emerge; ~~as well as~~ when facilities are constructed, rehabilitated or removed from service; ~~or~~ -when other significant changes occur that may alter the results of an assessment.
- Review with management preparedness plans, policies, and procedures that include incident management, crisis communications, disaster recovery, critical component failure, hazard-specific plans, and business continuity.
- Review with management training activities to support the RWA Emergency Preparedness Program.
- Review the emergency preparedness exercise program, ensuring that exercises occur on a regular basis and continuously build on previous experience, and review management's performance against this program.
- Review after action reports from real emergency events prepared by management.
- Identify key agencies that are essential for the RWA to maintain collaborative partnerships with for emergency response and recovery, and encourage management to foster beneficial relationships.

Reporting Responsibilities

- Regularly update the RWA about committee activities and make appropriate recommendations.

DRAFT OF PROPOSED REVISIONS FOR DISCUSSION
THE ENVIRONMENTAL, HEALTH & SAFETY COMMITTEE

August 19, 2021

Committee Purpose:

The purpose of the Environmental, Health & Safety Committee is to assist the Regional Water Authority (RWA) by providing guidance and input to promote the RWA's leadership in environmental sustainability and to help protect the health and safety of employees and the public and assess and manage the corporation's risks.

Discuss including Emergency Preparedness in Purpose.

Primary responsibility for the RWA's environmental, health and safety management and operational risk assessment is vested in senior operating management as overseen by the RWA. The RWA chair shall annually designate one member of the RWA as Committee chairperson. The Committee shall meet at least quarterly with further meetings to occur when deemed necessary or desirable by the Committee chair. The Committee shall consist of all members of the RWA as a committee of the whole. Appropriate RWA management will attend meetings, at the invitation of the Committee chairperson, to provide required reports and presentations to the Committee.

Committee Responsibilities:

The following duties, responsibilities and functions are set forth as a guide to fulfilling the Committee's purposes, with the understanding that the Committee may undertake other and different activities and that the Committee's activities may diverge from those described below, as appropriate under the circumstances.

Environmental Health and Safety

The Committee shall review, provide oversight of and monitor (a) the RWA's environmental, health and safety policies, practices and actions; and (b) trends and emerging issues at the legislative, regulatory and judicial levels concerning environmental, health and safety issues that affect the RWA, along with its positions and responses with respect thereto.

The Committee, in collaboration with management, will also provide the RWA leadership in the identification of water supply issues that will shape the policy and practice of the RWA in:

1. Developing the cost-effective and environmentally sound ways to reduce RWA's customers' peak demand for water without impacting revenues.
2. Educating the RWA and their constituents about conservation-friendly water rate structures.

3. Protecting and preserving the RWA watersheds.
4. Responding to stream flow or water supply-related legislation and regulations.
5. Land issues related to water quality and watershed conservation.
6. Reaching out to the environmental community and other constituents.

Emergency Preparedness

- **The Committee, in collaboration with management, will lead the identification of goals for the RWA Business Continuity/Emergency Preparedness Program based on the emergency planning cycle of (1) Assessing Risk; (2) Planning; (3) Training; and (4) Exercising.**
- **Maintain an explicit, visible and communicated commitment to Business Continuity/Emergency Preparedness.**
- **Ensure RWA performs risk assessments that are reviewed and updated on a periodic basis or as new hazards and threats emerge, as well as when facilities are constructed, rehabilitated or removed from service or when other significant changes occur that may alter the results of an assessment.**
- **Review with management preparedness plans, policies, and procedures that include incident management, crisis communications, disaster recovery, critical component failure, hazard-specific plans, and business continuity.**
- **Review with management training activities to support the RWA Emergency Preparedness Program.**
- **Review the emergency preparedness exercise program, ensuring that exercises occur on a regular basis and continuously build on previous experience, and review management's performance against this program.**
- **Review after action reports from real emergency events prepared by management.**
- **Identify key agencies that are essential for the RWA to maintain collaborative partnerships with for emergency response and recovery, and encourage management to foster beneficial relationships.**

Reporting Responsibilities

- Regularly update the RWA about committee activities and make appropriate recommendations.

FY2022 Business Continuity Workplan

August 19, 2021

Presentation to the RWA Environmental, Health & Safety Committee

Amanda Schenkle, Manager of Environmental Health, Safety and Risk

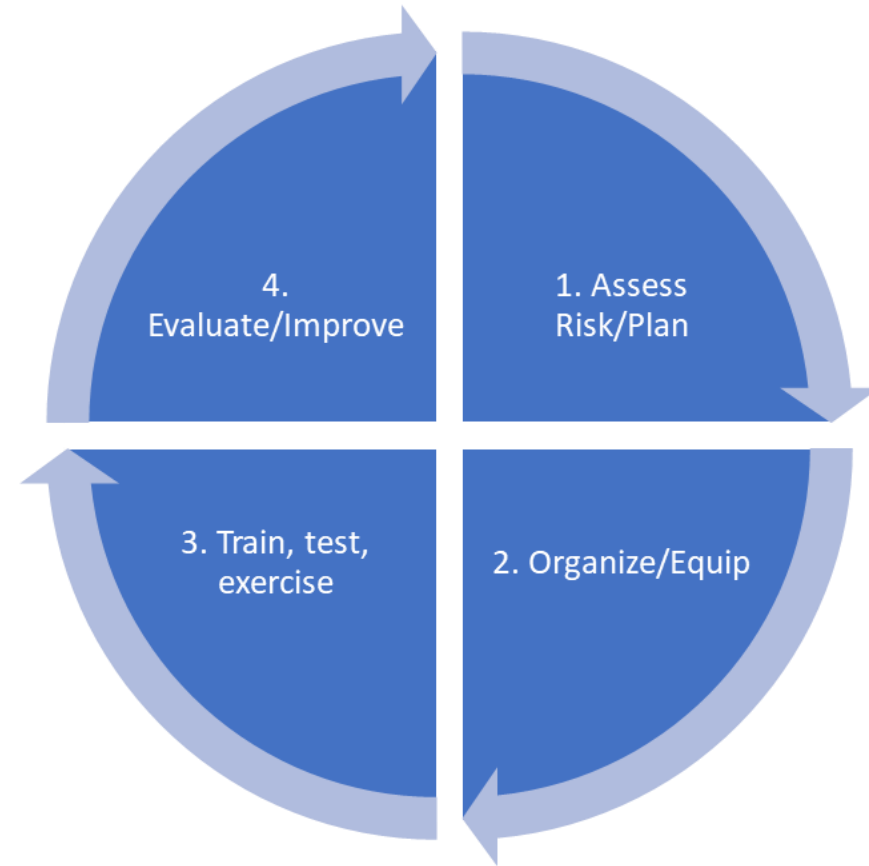
Kate Novick, P.E., C.S.P., Gradient Planning LLC, Consultant

New Factors Informing the FY2022 BCP Workplan

- America's Water Infrastructure Act
 - RWA's 2020 Water System Risk and Resilience Assessment and Update to the Emergency Response Plans
- COVID-19 Pandemic Event
- FY22 strategic goal to support climate and water-quality resiliency
- News events informing cyber security
 - May 2021 Colonial Pipeline's ransomware attack
 - February 2021 Cyberattack on Florida water treatment plant SCADA system

Emergency Preparedness Cycle

- This cycle guides emergency response activities and it results in performance during real emergencies
- Every action made in this process is made to support the utility mission during threats and actual incidents



Opportunities to Identify Continual Improvement Actions



Brief on Recent Tabletop Exercises

Ransomware Exercise

- May 21, 2021
- 23 staff over Zoom
- Tested
 - Incident Management Plan
 - Information Security Incident Response Plan
 - Business Continuity Plan
- Key continual improvement actions
 - Revisit loss of SAP during next BCP update
 - Analyze the IBM contract with respect to emergency events
 - Staff training and exercises

Spring Street PS Exercise

- June 7, 2021
- 30 staff over Zoom
- Tested
 - Incident Management Plan
 - Critical Component Failure Plan
 - Water Restriction Procedure
- Key continual improvement actions
 - Planning discussions, including one with CTDPH
 - Update plans
 - Develop procedure to provide alternate water per new CT regulation
 - Staff training and exercises

FY2022 Workplan Overview

AWIA Follow-up Activities

- SCADA Response, Business Continuity, and Disaster Recovery Plans
- Water Quality Emergency Response Plan

Business Continuity Plan Updates

- Update business impact analysis
- One overarching plan for the entire RWA
- Twenty-five department-specific plans

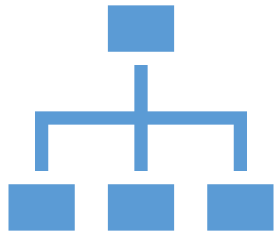
Training & Emergency Exercises

- Incident management and response training
- Spring Street Pump Station Tabletop Exercise
- North Cheshire Wellfield Tabletop Exercise
- Lake Gaillard Water Treatment Plant Functional Exercise

Program Management

- Business Continuity Committee Meetings over Zoom
- Training & Exercise Team Meetings over Zoom
- Managing preparedness activities including continual improvement actions identified by emergency exercises

Business Continuity Training Objectives for FY2022



Incident Management

More staff will receive incident management training for the first time or as a refresher, with focus on the Operations, Finance, Procurement, Communications, Engineering, and Information Technology Departments.



Response Plan Roles and Expectations

Key response plans for high risk events will be reviewed by department staff and discussed to (1) update the plans; (2) increase staff participation in the development of these plans; and (3) increase staff familiarity with the plans.

Emergency Exercise Objectives for FY2022



Cultivate

Cultivate “emergency preparedness culture” to reduce losses during future emergencies



Develop

Develop more in-house Incident Commanders and staff familiar with the incident command system, and provide them with increasingly complex exercises



Test

Test plans, response roles, and internal and external coordination

Questions

Presentation to the Regional Water Authority Environmental, Health & Safety Committee

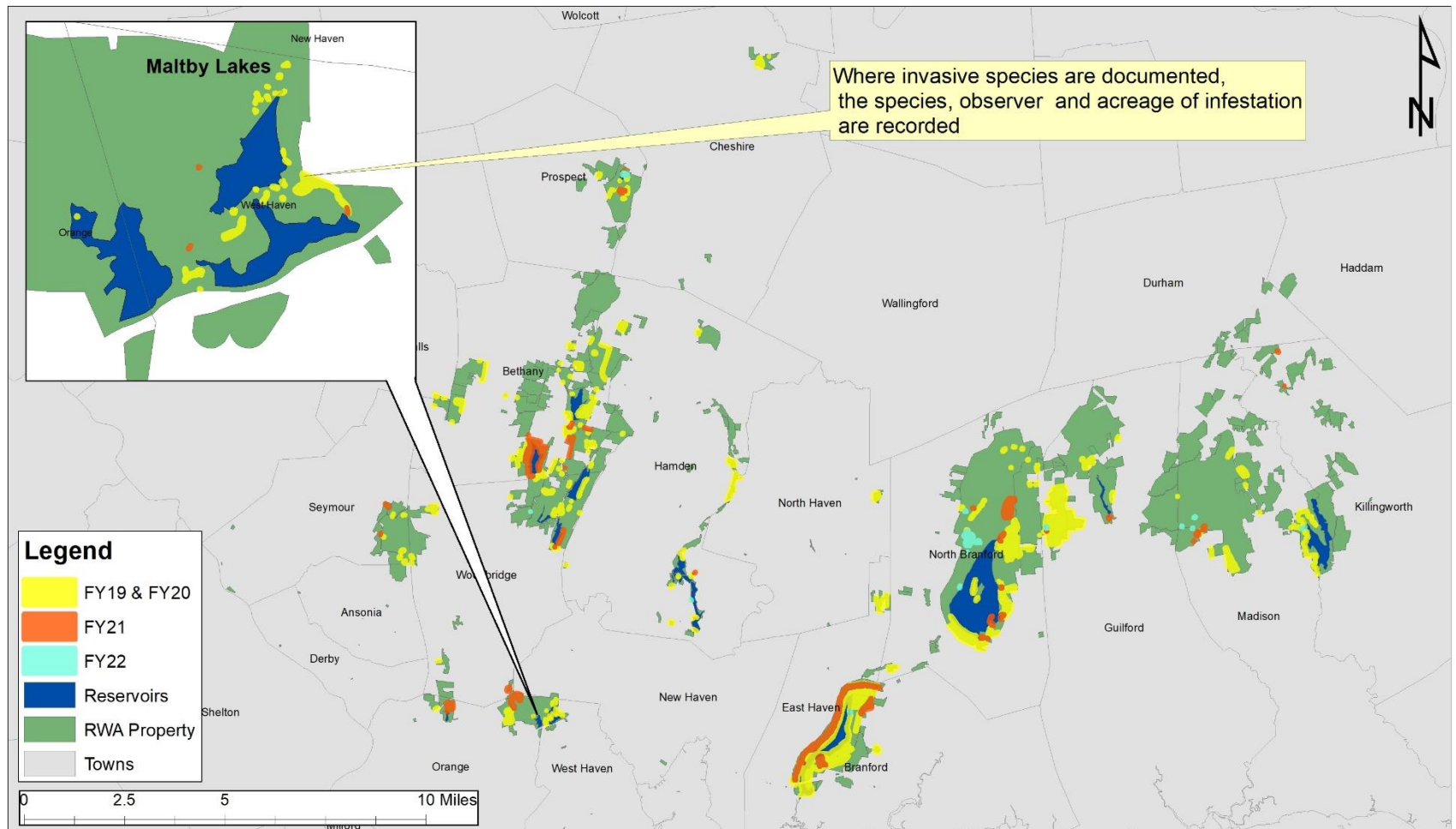
August 18, 2020

Update on Invasive Plant Management

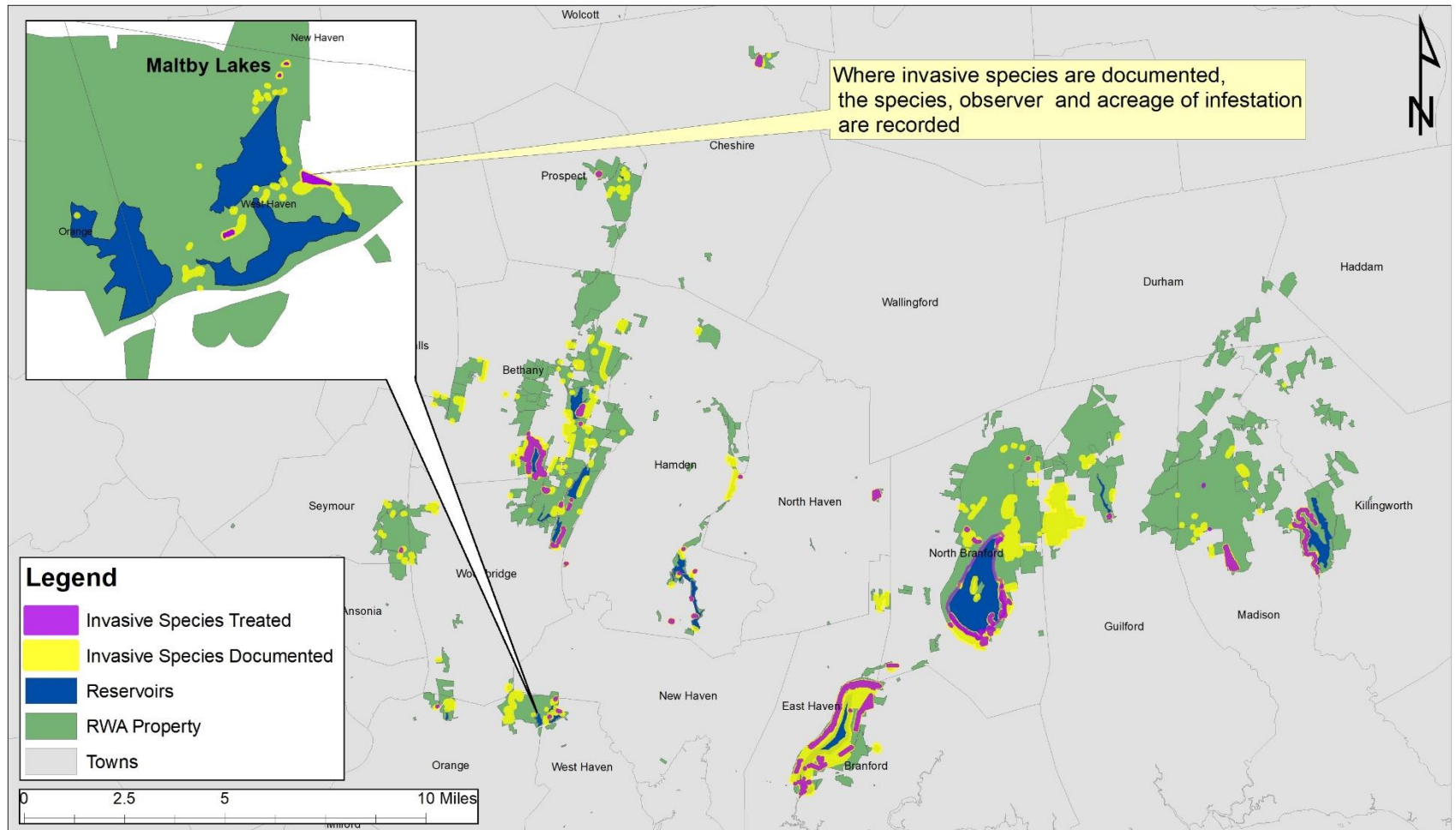


**Joshua Tracy
Invasive Species Management Technician**

Invasive Species Documented on Regional Water Authority Properties from FY19- FY22



Invasive Species Treated on Regional Water Authority Properties



Invasive Management Progress

Year	Acres Documented	Percentage of property documented	Acres Treated	Percentage of property treated
FY 2019	1,175	4%	110	0.4%
FY 2020	1,006	3.6%	78	0.28%
FY 2021	385	1.4%	192	0.71%
FY 2022	38	0.14%	3	0.01%
Total	2,195	7.65%	212	0.766%



Swallow-wort biocontrol



Hypena opulenta moth

Swallow-wort biocontrol



Invasive insect traps

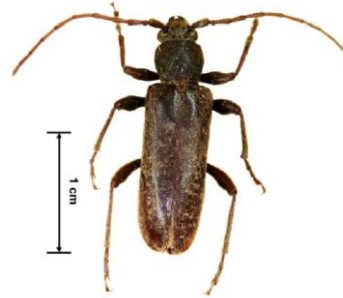


Figure 1. Adult velvet longhorned beetle. Image from Christopher Pierce, USDA APHIS PPQ, Bugwood.org



Figure 1. Adult oak ambrosia beetle. Image from Joseph Benz, Screening Aids, USDA APHIS ITP, Bugwood.org



Gyorgy Csoka, Hungary Forest Research Institute, Bugwood.org

Figure 1. Adult Oak Processionary Moth.



Japanese knotweed control

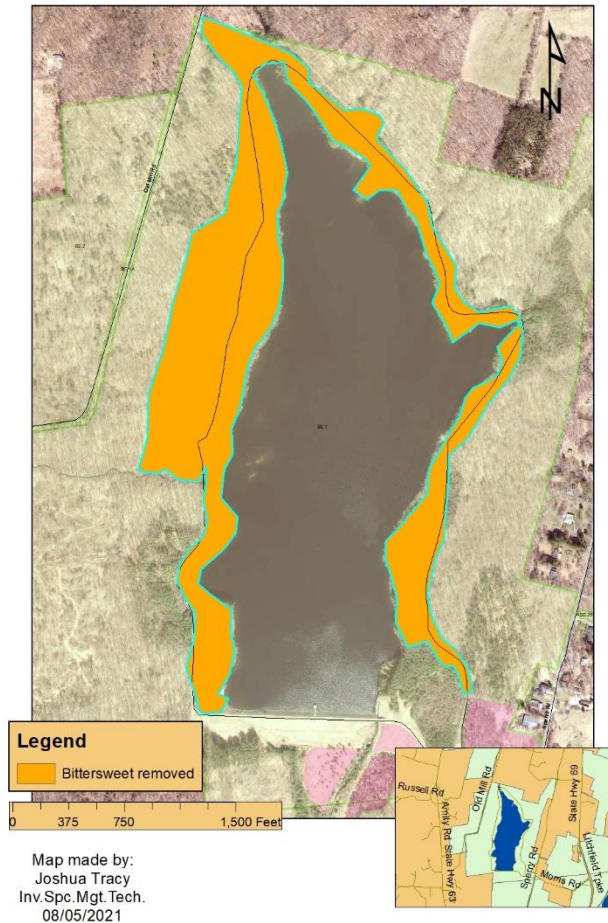


Japanese knotweed control



Bittersweet around Chamberlain

Bittersweet removal- Lake Chamberlain



- Roughly 60 acres of bittersweet was cleared during the winter of 2020-2021.
- This clearing corresponds with the FY 2021 goal of installing fishing trails at Lake Chamberlain.

Third year stiltgrass plots.



Furnace pond water chestnut harvest.



Equipment for harvesting.



Contractor:

SOLitude.

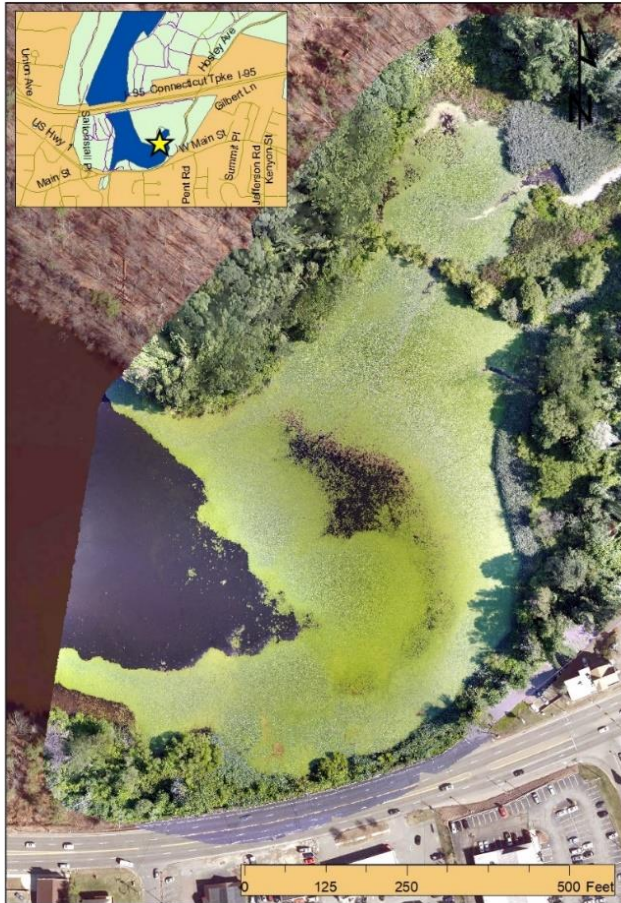
Capacity:

Holds ~1088 cubic feet of material.

Time between off-loadings:

~25 minutes.

Water Chestnut Harvest- Pre Harvest



07/06/2020

Water Chestnut- Pre Harvest



07/16/2021



Presentation to the Regional Water Authority Environmental, Health & Safety Committee

August 19, 2021

Update on Lead & Copper Rule



Tom Barger,
Manager, Water Quality

Update on Issue of Lead

- Lead Service Lines – Expanding Definition
- Contract signed with CDM Smith
 - Development of a Service Line Inventory (2021-22)
 - Develop a service line replacement plan by 2025
 - Review existing Corrosion Control Treatment
- Changes to sampling; distribution of filters
- Keep CTDPH advised

CTDPH Info Request

- Complete Materials Evaluation
 - Initial - November 2019
 - Annual requirement
- 2021 - Inventory estimates:
 - approx. 12.5K utility-side unknowns
 - approx. 30K private-side unknowns
- Private side data limited

Lead Service Line Definition

- Expansion to include galvanized iron services if downstream of a lead service line *currently or at any time in the past*
- Anticipated that gooseneck connectors will also be included
 - All goosenecks vs. specific ones based on composition.
 - If gooseneck and galvanized: Approximately 4,500
 - Anticipating an EPA ruling by the end of September 2021

Anticipated Regulatory Changes

- Changes to current corrosion control
- A return to a 2x/year monitoring schedule
- Utility responsibility for lead testing
- Addition of a lead ‘Trigger Level’

Current Actions - RWA

- Identification and development of partnerships
 - Municipal, Environmental, Faith-based, LWV
- Identify and apply for funding assistance
- Consider impacts to the PipeSafe protection program
- Developing customer messaging/public education

Current Actions – RWA/CDM

- Validation of Inventory data
- Identify unknown service types
 - dependent on CTDPH verification
- Development of service line replacement plan
 - Initial Plan due 2025
- Ensure availability of anticipated components – service lines & fittings, filters

Near Future Steps

- Ensure our partnering agencies are aware of this effort and are clear on our expectations of them – We will not succeed without them
- Prioritization of where work will initiate and how it will progress – clear and concise, based on what the data tells us
- Begin implementation of regulatory requirements early – will entail a live pilot program to work out all the bugs

**South Central Connecticut Regional Water Authority
Minutes of the July 15, 2021 Meeting**

A regular meeting of the South Central Connecticut Regional Water Authority took place on Thursday, July 15, 2021, via remote access. Chairman Borowy presided.

Present: Authority Members Present – Messrs. Borowy and DiSalvo and Mss. LaMarr and Sack
Authority Members Absent – Mr. Curseaden
Management – Mss. Kowalski, Reckdenwald and Messrs. Bingaman, Courchaine, Norris and Singh
RPB – Ms. Campbell
Raftelis Financial Consultants, Inc. – Mr. Fox
Staff – Mrs. Slubowski

Chair Borowy called the meeting to order at 12:30 p.m.

Ms. Reckdenwald, the RWA's Senior Vice President of Corporate Services, reviewed the safety moment distributed to members.

At 12:31 p.m., on motion made by Ms. Sack, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to recess the regular meeting to meet as the Pension and Benefit Committee.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 1:18 p.m., the Authority reconvened.

On motion made by Ms. LaMarr, seconded by Ms. Sack, and unanimously carried, the Authority voted to approve, adopt, or receive, as appropriate the following items in the Consent Agenda:

1. Minutes of the June 17, 2021 meeting.
2. Capital budget authorization for August 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 \$2,800,000 for the month of August 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 FY 2022 for all Capital Improvement Projects to be exceeded.

3. Capital Budget Transfer Notifications.
4. Monthly Financial Report for June 2021.
5. Accounts Receivable Update for June 2021.
6. Deed Acceptance - Little City Road, Killingworth.

7. Bid Exemption – Lake Whitney WTP HVAC Controls.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Mr. Singh, the RWA’s Chief Information Digital Officer and Vice President of Customer Care, reviewed proposed changes to RWA’s Rules and Regulations, which would be effective on or about January 5, 2022 and correspond with the launch of the RWA’s monthly billing program and, if approved, the potential effective date of the proposed rate application.

Ms. LaMarr moved for adoption of the following resolutions:

RESOLVED, that the proposed revisions to the Rules and Regulations for Water Service and the Rules, Regulations and Rates Governing the Extension of Water Mains be, and they hereby are approved, substantially in the form submitted to this meeting; and

RESOLVED, that the proposed revisions be submitted to the Representative Policy Board for consideration and approval.

Ms. Sack seconded the motion. The Chair called for the vote:

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Authority members reported on recent Representative Policy Board committee meetings.

Mr. Bingaman, the RWA’s President and Chief Executive Officer (“CEO”):

- Provided an update on the RWA’s core business efforts and transformational growth, which included: refocusing organizational energy on core business, growing and diversifying commercial business initiatives, capitalize on new opportunities, pursuing strategic acquisitions and partnerships, attracting and retaining best talent, and developing members of the Leadership Team to lead and inspire the next chapter of RWA’s transformation and growth;
- Reported that the RWA has closed on its first commercial acquisition that specializes in plumbing, well services, water pumps and water treatments services to residential and business customers in Connecticut. This asset purchase sets the foundation for the RWA’s commercial services expansion and will operate under RWA Well Services, LLC, a subsidiary of RWA Commercial Enterprises, LLC.
- Updated the Authority on efforts to pursue funding under the proposed Infrastructure Legislation and other funding programs. This includes input from bond counsel on the language to help ensure water districts can participate. He is also working with Congresswoman Rose DeLauro’s office, lobbyists, and AWWA’s Legislative Director, to ensure that utility districts are included in the federal water infrastructure funding legislation; and

- Reported that letters were sent to municipal CEO's in the district encouraging them to allocate a portion of federal funds received from the American Rescue Plan Act for RWA's infrastructure projects. He is also working on scheduling a meeting with a city CEO to discuss a previously submitted proposal for funding.

At 1:32 p.m., Ms. Campbell withdrew from the meeting, and on motion made by Mr. DiSalvo, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to go into executive session to discuss financial strategy. Present in executive session were Authority members, Mss. Kowalski, Reckdenwald, Slubowski and Messrs. Bingaman, Courchaine, Norris and Singh.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 1:50 p.m., Mr. Fox entered the meeting for the executive session.

At 3:00 p.m., Mr. Fox withdrew from the meeting and the Authority reconvened.

Mr. Borowy stated his support and approval of the Water System Revenue bonds, which are necessary for keeping RWA's water system in good working condition to provide safe and reliable drinking water to water users in the district.

Ms. LaMarr concurred that continued investment in the RWA's infrastructure is critical.

Mr. DiSalvo moved for approval of the following resolutions:

RESOLVED, that the South Central Connecticut Regional Water Authority (the "Authority"), subject to the approval of the Representative Policy Board ("RPB") pursuant to Section 14 of Special Act 77-98, as amended, hereby establishes water rates and related charges as set forth in the issuance test rate application submitted for discussion at today's meeting (the "2021 Issuance Test Rate Application") and listed in its Section 6, "Notice of Public Hearing and Filing of Rates and Other Charges for Water and Related Services," which shall become effective upon the delivery of all or a portion of the Authority's Water System Revenue Bonds, as detailed in the resolutions found in Section 6 of the 2021 Issuance Test Rate Application and resolutions previously issued by the Authority; and

RESOLVED, that in light of the information contained in the 2021 Issuance Test Rate Application, the Authority hereby finds that the rates and charges adopted in the foregoing resolution will generate funds in amounts, which, together with other funds projected to be available, will suffice for and not be in excess of the amount of funds required as set forth in Section 14 of the Act; and

BE IT FURTHER RESOLVED, that the Authority hereby authorizes the submission of an application, substantially in the form of the 2021 Issuance Test Rate Application submitted to this meeting and filed with its records, to the RPB for its approval.

Ms. LaMarr seconded the motion. The Chair called for the vote:

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye

LaMarr Aye
Sack Aye

Mr. DiSalvo moved for approval of the following resolution:

WHEREAS, the South Central Connecticut Regional Water Authority (the “Authority”) has previously and separately authorized financing for numerous projects expected to be financed through the State of Connecticut Drinking Water Fund; and

WHEREAS, the Authority wants to authorize bonds to finance additional water system capital projects.

NOW THEREFORE BE IT RESOLVED, that the Authority hereby establishes the general terms and provisions of the Authority’s Water System Revenue Bonds which may be issued as Project Loan Obligations delivered to the State of Connecticut (the “Bonds”) which are to be issued under its Water System Revenue Bond Resolution, General Bond Resolution adopted by the Authority and approved by the Representative Policy Board on July 31, 1980, as amended (the “General Bond Resolution”).

1. The Bonds shall not exceed Fifty-One Million Dollars (\$51,000,000) in aggregate principal amount.
2. The Bonds may be issued as obligations in one or more series pursuant to the General Bond Resolution and a Supplemental Resolution to be adopted by the Authority for each series of Bonds, each of which shall specify the amount of the Bonds, the purposes for which the Bonds are to be issued, the date or dates, maturities, sinking fund installments if any, interest rates, series, denominations, form, redemption prices, and such other details of the Bonds as the Authority shall determine in accordance with the limits established by the General Bond Resolution and hereby.
3. The purposes of the Bonds shall be to finance or refinance the cost of certain capital improvements to the water system of the Authority from approximately January 5, 2022 through June 30, 2023. in accordance with a certain capital improvement plan adopted by the Authority on June 17, 2021 as may be amended from time to time, to provide funds for deposit to the Capital Contingency Fund, Debt Reserve Fund, and Operating Reserve Fund, as necessary pursuant to the General Bond Resolution and as permitted by the Code and to pay costs of issuance (the “Project”).
4. The Bonds may be sold by negotiation as serial or term bonds with stated maturities and may be sold in a private placement to the State of Connecticut or a purchaser approved by the Authority.
5. The form of this resolution entitled “Resolution Approving the Proposed Issuance of Water System Revenue Bonds,” a copy of which shall be filed with the records of the Authority, shall be submitted to the Representative Policy Board for its approval in accordance with Section 22 of Special Act No. 77-98, as amended.

BE IT FURTHER RESOLVED: That the Authority hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the “Regulations”), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount authorized hereby and for the Project defined herein with

the proceeds of bonds, notes, or other obligations authorized to be issued by the Authority. Such bonds, notes or other obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Authority hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date.

Ms. LaMarr seconded the motion. The Chair called for the vote:

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Mr. Borowy stated for the record that the rate application is necessary to cover operating and maintenance expenses, PILOT, and other expenses and allows the RWA to issue bonds, which are necessary for investing in infrastructure improvements.

At 3:10 p.m., on motion made by Mr. DiSalvo, seconded by Ms. Sack, and unanimously carried, the Authority voted to meet as the Compensation Committee.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 4:50 p.m., the Authority reconvened.

Ms. Sack, Chair of the RWA's Pension & Benefit Committee, reported that at the committee meeting earlier in the day, the committee voted to recommend revisions to its Investment Policy Statement for the RWA's Salaried and Union Employees' Retirement Plans and its Retired Employees' Contributory Welfare Trust (VEBA), to revise the fully funded date from 2023 to 2025 and update Authority Chairman, as presented.

On motion made by Ms. Sack, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to approve the Pension & Benefit Committee's recommendation for revisions to the RWA's Investment Policy Statement for its Salaried and Union Employees' Retirement Plans and its Retired Employees' Contributory Welfare Trust (VEBA), as presented.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Mr. DiSalvo, Chair of the RWA's Compensation Committee, reported that at the committee meeting earlier in the day, the committee voted to recommend salary increases for RWA's CEO and its officers, effective August 1, 2021 and a FY 2021 bonus payouts for RWA's CEO and its officers, as discussed in executive session. He moved for adoption of the following resolutions:

RESOLVED, that the Authority authorizes management to implement salary increases for the CEO based on the Willis Tower Watson (WTW) data presented and the CEO's recommendations along with the WTW data for RWA's officers, effective August 1, 2021; and

FURTHER RESOLVED, that the Authority approves RWA's FY 2021 bonus payouts for the CEO based on performance, the WTW data presented, and the CEO's recommendations for RWA's officers, effective August 1, 2021.

Chair DiSalvo stated that it was the consensus of the committee to recommend a salary increase and FY 2021 bonus for the Chief Executive Officer ("CEO") based on performance and the Willis Tower Watson (WTW) data presented, and, based on the CEO's recommendations and WTW data, salary increases and FY 2021 bonus payouts for RWA's officers, as discussed in executive session, all effective August 1, 2021.

Ms. LaMarr seconded the motion, the Chair called for the vote:

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 4:55 p.m., the Authority came out of executive session and on motion made by Mr. DiSalvo, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to adjourn the meeting.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye


Respectfully submitted,

Kevin Curseaden, Secretary

South Central Connecticut Regional Water Authority
90 Sargent Drive, New Haven, Connecticut 06511-5966 203.562.4020
<http://www.rwater.com>

MEMORANDUM

TO: David J. Borowy
Kevin J. Curseaden
Anthony DiSalvo
Catherine LaMarr
Suzanne C. Sack

FROM:  Rochelle Kowalski
Vice-President of Financial Reporting and Analysis

DATE: August 13, 2021

SUBJECT: Capital budget authorization request for September 2021

Attached for your meeting on August 19, 2021 is a copy of the resolution authorizing expenditures against the capital improvement budget for September 2021. The amount of the requested authorization, for funds held by the trustee, is \$3,100,000.

In addition, from the Growth Fund, approximately \$100,000 is expected to be used for the Non-Core Billing project.

This would result in projected expenditures through September 2021 of \$7,875,933 or 17.9% of the total 2022 fiscal year capital budget, including State and Redevelopment and Growth Fund.

Attachment

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 \$3,100,000 for the month of September 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.

South Central Connecticut Regional Water Authority
90 Sargent Drive, New Haven, Connecticut 06511-5966 203-562-4020
<http://www.rwater.com>

TO:

David J. Borowy
Kevin J. Curseaden
Anthony DiSalvo
Catherine LaMarr
Suzanne C. Sack

FROM: Rochelle Kowalski

DATE: August 13, 2021

SUBJECT: Capital Budget Transfers

The status of all capital projects are reviewed on a monthly basis. In an effort to obtain efficiencies in our capital program, any anticipated unspent funds are reallocated to support reprioritized projects or existing projects. Below is a summary of the attached capital budget transfers and amendments.

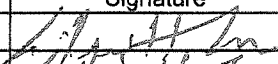

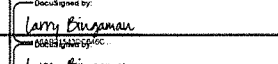
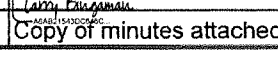
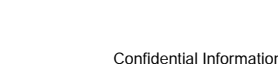
	Available Funds	Reallocation of Project/Funds
Data Center Life Cycle Replacements	\$85,000	LIMS Enhancements

CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	7/27/2021	Type	Log	Mo/Yr
Requesting Division:	Business Strategy, Customer Service & Information Technology	B1	22-08	Jul/21
Requested By:	Ed Carboni			

Transfer From:	
Account Number:	001-000-107181-100004
Project Description:	Data Center Life Cycle Replacements
A) Original Budget	630,000
B) Total Previous Transfers (In or Out)	0
C) This Transfer	85,000
D) Revised Budget (A+/-B-C)	545,000
E) Estimated Project Costs	0
F) Remaining Funds Available for Transfer, if any (D-E)	545,000
Explanation why funds are available: These funds are being made available in order to complete necessary project work on the LIMS Business Enhancement project.	

Transfer To:	
Account Number:	001-000-107181-100423
Project Description:	LIMS Business Enhancements
A) Original Budget	20,000
B) Previous Transfers (In or Out)	0
C) Revised Budget (A+/-B)	20,000
D) Amount to be Transferred	85,000
E) Proposed Revised Budget (C+D)	105,000
Explanation why funds are needed: This amendment will fund further refinement of the LIMS (Laboratory Information Management System) software, which underwent upgrade in FY 20 & FY 21. As part of the go-live process, we have requested that the vendor, Labware Resources, be on site to assist with any reporting and/or configuration issues we may encounter. There are also additional process improvements identified during the upgrade that were not implemented at that time. Total estimated cost of the project work is \$105,000.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director		07/29/2021
2) Donor Vice President/Director		07/29/2021
3) Vice President - Finance		07/29/2021
4) Executive Vice President & Chief Operating Officer		7/30/2021
5) Chief Executive Officer		7/30/2021
6) Authority Members	Copy of minutes attached if required	

REGIONAL WATER AUTHORITY
REVIEW OF FINANCIAL DATA
Jul 31, 2021 (FY 2021)

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

Operating Revenues

FY21 revenue for water, including wholesale and fire service, is over budget by \$1,555k (approx. 7.4%) primarily due to higher than anticipated consumption. Metered water revenue is over budget by \$1,552k (approx. 8.2%)

Total net other revenue is \$18k above budget primarily due to other water revenues being above budget.

Operating Expenses

Operating and Maintenance Expenses are currently under budget due to the following:

Payroll is under budget primarily due to head count under runs.	\$ (107,000)
Employee Benefits are under budget primarily due to timing.	(57,000)
Pump Power is under budget primarily due to timing.	(52,000)
Outside Services is under budget primarily due to timing.	(151,000)
Central Lab/Water Quality is under budget primarily due to the mix between internal and outside lab services.	(77,000)
Maintenance & Repairs are under budget primarily due to timing.	(187,000)
All Other	(260,000)
	<u>\$ (891,000)</u>

Interest Income

Interest Income is under budget due to lower investment earnings and interest in arrears.

PROJECTED MAINTENANCE TEST

The projected coverage is 1.14 with a shortfall of \$750k. The budgeted shortfall is \$922k.

REGIONAL WATER AUTHORITY
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE MONTHS ENDING JUL 31, 2022

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	FY 2021 Actual	FY 2022 Budget	FY 2022 Actual	(Under)Over Budget
Operating revenues				
Metered water revenues	\$ 19,670	\$ 18,908	\$ 20,460	\$ 1,552
Fire service	2,026	2,024	2,028	5
Wholesale	148	141	139	(2)
Other revenue - water	545	692	724	32
Other revenue - proprietary	1,632	1,562	1,673	112
Total operating revenues	24,021	23,325	25,024	1,699
Operating expenses				
Operating and maintenance expense	8,344	9,733	8,842	(891)
Expense associated with other revenue - water	175	335	331	(4)
Expense associated with other revenue - proprietary	4,200	639	768	129
Provision for uncollectible accounts	1,467	158	182	24
Depreciation	121	3,417	4,100	683
Payment in lieu of taxes	(60)	1,492	1,499	8
Amortization Pension Outflows/Inflows		347	347	(0)
Amortization OPEB Outflows/Inflows		(91)	(91)	0
Total operating expenses	14,246	16,029	15,979	(51)
Operating income	9,775	7,296	9,045	1,750
Nonoperating income and (expense)				
Interest income	84	346	16	(330)
(Loss) Gain on disposal of assets			-	-
Realized and unrealized (losses) gains on investments			-	-
Interest expense	(3,816)	(3,706)	(3,693)	13
Amortization of bond discount, premium, issuance cost and deferred losses	462	419	415	(4)
Intergovernmental revenue			-	-
Total nonoperating income and (expense)	(3,269)	(2,940)	(3,262)	(321)
Income (expense) before contributions	6,506	\$ 4,356	5,784	\$ 1,429
Capital contributions	6		209	
Change in net assets	6,513		5,992	
Total net assets - beginning of fiscal year	211,589		236,696	
Total net assets - end of reporting month	\$ 218,102		\$ 242,688	

	Budget	Projected	(Under)Over
FY 2021 MAINTENANCE TEST	FY 2022	FY 2022	FY 2022
(Budget vs. Projected)	@114%	@114%	@114%
Revenue Collected:			
Water sales	116,629	116,629	\$ -
Interest Income	150	150	-
BABs Subsidy	657	657	-
Other Net	7,154	7,154	-
Common Non-Core	(250)	(250)	-
Total	124,340	124,340	-
Less:			
Operating and maintenance expenses	(59,741)	(59,741)	-
Common Non-Core	-	-	-
Depreciation	(6,500)	(6,500)	-
PILOT (A)	(8,950)	(8,950)	-
Net Avail for Debt Service (B)	\$ 49,149	\$ 49,149	\$ -
Debt Service Payments (C)	\$ 43,922	43,771	\$ (151)
Debt Service @ 114% (D)	\$ 50,071	49,899	\$ (172)
Difference (B-D)	\$ (922)	\$ (750)	
RSF, Growth and/or General Fund (D)	922	750	
Coverage (A+D/C)	114%	114%	

REGIONAL WATER AUTHORITY
OPERATING AND MAINTENANCE EXPENSE
JUL 31, 2021

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PERIOD ENDING JUL 31, 2021

	FY 2021 Actual	FY 2022 Budget	FY 2022 Actual	(Under) Over
1 Payroll	\$ 3,849	\$ 3,829	\$ 3,722	\$ (107)
2 Employee Benefits	1,192	1,339	1,282	(57)
Pension Contributions	443	450	450	0
3 Administrative Building	119	168	173	5
4 General & Administrative	103	214	168	(46)
5 Transportation	101	118	89	(29)
6 Tools & Stores	55	42	46	4
7 Utilities & Fuel	197	206	196	(10)
8 Material From Inventory	27	62	38	(24)
9 Pump Power Purchased	561	600	548	(52)
10 Chemicals	315	356	390	34
11 Road Repairs	21	21	41	20
14 Postage	21	48	30	(18)
15 Printing & Forms	13	15	4	(11)
17 Collection Expense	83	121	102	(19)
18 Business Improvement	13	18	6	(13)
19 Public/Customer Information	19	54	18	(36)
20 Outside Services	287	554	402	(151)
21 Insurance Premiums	247	271	249	(22)
22 Worker's Compensation, pre-Churchill	(3)	7	(13)	(21)
23 Damages	11	11	8	(3)
24 Training & Cont. Education	4	32	12	(20)
25 Authority Fees	22	26	24	(2)
26 Consumer Counsel	4	10	1	(9)
27 RPB Fees	14	28	15	(13)
28 Organizational Dues	11	-	10	10
29 Donations	-	6	2	(4)
34 Central Lab/Water Quality	42	92	15	(77)
40 Environmental Affairs	3	18	16	(2)
44 Info. Technology Licensing & Maintenance Fees	284	475	443	(31)
45 Maintenance and Repairs	286	472	285	(187)
46 Regulatory Asset Amortization	-	70	70	(0)
	<u>\$ 8,344</u>	<u>\$ 9,734</u>	<u>\$ 8,842</u>	<u>\$ (891)</u>

South Central Regional Water Authority

Analysis of Accounts Receivable ("A/R")

(\$000 omitted)

Denotes City of New Haven Invoicing

Total Accounts Receivable Aging (in days)

	July	June	May	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2021	2021	2021	2021	2021	2021	2021	2020	2020	2020	2020	2020	2020
Under 30	\$ 8,080	\$ 6,782	\$ 5,664	\$ 6,227	\$ 6,251	\$ 5,782	\$ 6,802	\$ 7,363	\$ 6,472	\$ 8,208	\$ 7,633	\$ 6,229	\$ 7,433
31-60	2,546	1,548	1,987	2,185	1,433	2,112	2,527	2,041	2,444	2,710	1,892	2,125	2,295
61-90	887	966	1,344	891	990	1,666	972	1,103	1,594	913	990	1,405	838
91-180	2,023	2,095	2,063	2,016	2,112	2,195	2,118	2,127	1,969	1,975	1,918	1,777	1,775
181-360	2,284	2,404	2,197	2,331	2,443	2,353	2,286	2,109	1,934	1,921	1,893	1,821	1,646
More than 1 year	5,150	5,102	4,964	4,998	4,969	4,720	4,621	4,576	4,408	4,388	4,449	4,207	4,266
Sub Total	20,970	18,897	18,219	18,648	18,198	18,828	19,326	19,319	18,821	20,115	18,775	17,564	18,253
Interest due	1,067	1,088	1,130	1,171	1,216	1,229	1,265	1,310	1,354	1,388	1,448	1,476	1,515
Total Gross A/R plus interest	\$ 22,037	\$ 19,985	\$ 19,349	\$ 19,819	\$ 19,414	\$ 20,057	\$ 20,591	\$ 20,629	\$ 20,175	\$ 21,503	\$ 20,223	\$ 19,040	\$ 19,768

Aged Accounts Receivable Focus of Collection Efforts

	July	June	May	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2021	2021	2021	2021	2021	2021	2021	2020	2020	2020	2020	2020	2020
Greater than 60 days:													
A/R	\$ 11,393	\$ 11,640	\$ 11,683	\$ 11,386	\$ 11,710	\$ 12,143	\$ 11,242	\$ 11,208	\$ 11,235	\$ 10,585	\$ 10,677	\$ 10,659	\$ 10,011
Less: Multi-Tenants	(2,765)	(3,095)	(3,124)	(2,641)	(2,847)	(3,127)	(2,676)	(3,039)	(3,419)	(2,949)	(3,289)	(3,109)	(3,084)
Receiverships	(2,125)	(1,966)	(1,995)	(2,048)	(2,023)	(2,018)	(1,976)	(2,105)	(2,084)	(2,091)	(2,141)	(2,080)	(2,163)
Liens	(2,112)	(2,274)	(2,236)	(2,304)	(2,410)	(2,296)	(2,165)	(1,858)	(1,775)	(1,464)	(1,500)	(1,739)	(1,705)
Total	\$ 4,391	\$ 4,305	\$ 4,328	\$ 4,393	\$ 4,430	\$ 4,702	\$ 4,425	\$ 4,206	\$ 3,957	\$ 4,081	\$ 3,747	\$ 3,731	\$ 3,059
	39%	37%	37%	39%	38%	39%	39%	38%	35%	39%	35%	35%	31%

Collection Efforts

	July	June	May	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2021	2021	2021	2021	2021	2021	2021	2020	2020	2020	2020	2020	2020
Shuts *	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Red Tags **	-	-	-	-	-	-	-	-	-	-	-	-	-
Receivers	5	12	5	9	5	6	13	20	17	7	21	4	5
Top 100 Collection Calls	237	318	250	242	108	191	99	257	108	187			
Other ⁽¹⁾	878	1,345	1,028	1,222	1,104	1,093	1,425	1,290	1,163	1,319	1,544	1,192	1,338
Total	\$ 1,120	\$ 1,675	\$ 1,283	\$ 1,473	\$ 1,217	\$ 1,290	\$ 1,537	\$ 1,567	\$ 1,288	\$ 1,513	\$ 1,565	\$ 1,196	\$ 1,343
	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-	-	-

* Number of shuts

** Number of Red tags

⁽¹⁾ Includes: Notices and letters and legal initiatives.

RPB COMMITTEE MEETINGS

Month	Meeting	Will Attend
July 2021	<i>Finance Committee</i> Monday, July 19 at 5:00 p.m.	Catherine
	<i>Land Use Committee</i> Wednesday, July 14 at 5:30 p.m.	Suzanne
	<i>Consumer Affairs Committee/LUC</i> Monday, July 19 at 5:30 p.m.	Catherine
August 2021	<i>Finance Committee</i> Monday, August 9 at 5:00 p.m.	Kevin
	<i>Land Use Committee</i> Wednesday, August 11 at 5:30 p.m.	Catherine
	<i>Consumer Affairs Committee</i> Monday, August 16 at 5:30 p.m.	Catherine
September 2021	<i>Finance Committee</i> Monday, Sept. 13 at 5:00 p.m.	Catherine
	<i>Land Use Committee</i> Wednesday, Sept. 8 at 4:30 p.m.	Kevin
	<i>Consumer Affairs Committee</i> Monday, Sept. 20 at 5:30 p.m.	Suzanne

**South Central Connecticut Regional Water Authority
Strategic Planning Committee**

Minutes of the June 17, 2021 Meeting

The regular meeting of the Strategic Planning Committee of the South Central Connecticut Regional Water Authority took place on Thursday, June 17, 2021, via remote access. Chair Borowy presided.

Present: Committee Members Present– Messrs. Borowy, Curseaden, DiSalvo and Mss. LaMarr and Sack
Management – Mss. Kowalski, Nesteriak, Reckdenwald and Messrs. Bingaman, Norris, and Singh
RPB – Mr. Levine
Staff – Mrs. Slubowski

The Chair called the meeting to order at 2:52 p.m.

On motion made by Mr. Curseaden, seconded by Mr. DiSalvo, and unanimously carried, the Strategic Planning Committee voted to approve the minutes of its February 18, 2021 meeting.

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Abstain
Sack	Aye

Committee members reviewed the proposed Committee Charter. Chair Borowy stated the charter outlines the Committee’s responsibility to oversee the RWA’ Strategic Plan.

On motion made by Ms. Sack, seconded by Mr. LaMarr, and unanimously carried, the Committee adopted its proposed Charter as amended:

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Committee members reviewed the FY 2022 Work Plan.

At 2:56 p.m., Mr. Levine entered the meeting.

On motion made by Mr. DiSalvo, seconded by Ms. LaMarr, and unanimously carried the committee adopted its FY 2022 Work Plan:

Borowy	Aye
Curseaden	Aye
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 2:56 p.m., Mr. Levine entered the meeting.

Mr. Bingaman, the RWA's President and Chief Executive Officer, and Ms. Nesteriak, the RWA's Executive Vice President and Chief Operating Officer, reviewed the 2020-2025 Strategic Plan revisions and the RWA's FY 2022 goals and objectives.

Mr. Bingaman reported on revisions to the 2020-2025 Strategic Plan, which included four perspectives: Customers/Constituents, Employee Learning and Growth, Financial and Internal Business Process. He stated that the objective of revising the Strategic Plan was to simplify the Strategic Plan, eliminate guideposts, reintroduce four perspectives of balanced scorecard, and link each perspective to strategy. The plan will also better link operating and capital budget initiatives. He reviewed the five-year goal areas covering all aspects of the RWA and incorporating S.M.A.R.T. goals.

Ms. Nesteriak reviewed the FY 2022 Action Plan which included four perspectives and initiatives for Customers/Constituents, Employee Learning & Growth, Financial, and Internal Business Process.

She also reviewed the FY 2022 Global Metrics and targets for E-billing, Safety, Capital Planning Management, Disinfection By-Products, Process Improvement, Coverage, Commercial Enterprise Growth, and Capital Spend.

At 3:09 p.m., on motion made by Ms. Sack, seconded by Mr. Curseaden, and unanimously carried, the committee meeting adjourned.

David Borowy, Chairman