

**South Central Connecticut Regional Water Authority  
Minutes of the June 15, 2017 Meeting**

A regular meeting of the South Central Connecticut Regional Water Authority took place on Thursday, June 15, 2017, at the office of the Authority, 90 Sargent Drive, New Haven, Connecticut. Chairman DiSalvo presided.

**Present:** Authority – Ms. Sack, Messrs. Borowy, Cermola, Curseaden, and DiSalvo  
Management – Discepolo, Kowalski, Nesteriak and Mr. Bingaman  
RPB – Messrs. Clifford and Conroy  
Staff – Mrs. Slubowski

The Chair called the meeting to order at 12:30 p.m. He proposed to add a “*Review of RWA’s Customer Satisfaction Survey Results*” to the agenda after “*Updates.*”

Mr. Bingaman reviewed the safety moment distributed to members.

At 12:31 p.m., on motion made by Mr. Curseaden, seconded by Mr. Borowy, the Authority voted unanimously to recess the regular meeting to allow the Authority to meet as the Environmental, Health & Safety Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 1:52 p.m., the Authority reconvened.

On motion made by Mr. Cermola, seconded by Mr. Curseaden, the Authority unanimously voted to approve, adopt, or receive, as appropriate:

1. Approve minutes of the May 18, 2017 meeting.
2. Approve capital budget authorization for July 2017.

**RESOLVED**, that the Vice President and Controller is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$3,760,000 for the month of July 2017 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shall contain or be accompanied by a certificate identifying such requisition and stating that the amount to be withdrawn pursuant to such requisition is a proper charge to the Construction Fund. Such requisitions are approved notwithstanding the fact that amounts to be withdrawn for a particular project may exceed the amount indicated for such month and year in the current Capital Improvement Budget but will not cause the aggregate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 2018 for all Capital Improvement Projects to be exceeded. In the absence of the Vice President and Controller, the Executive Vice-President and Chief Financial Officer or the Vice-President – Asset Management is authorized, to sign in her place.

3. Receive capital budget transfer notifications detailed in Ms. Discepolo’s memorandum dated June 8, 2017.
4. Receive Key Performance Indicators for the period ended May 31, 2017.
5. Receive Accounts Receivable Update for May 2017.

6. Receive FY 2018 Representative Policy Board's Weighted Vote Computation.
7. Approve Quitclaim Deed for 600 Derby Avenue, West Haven:

**Resolved**, that the Authority hereby accepts the recommendation of Management regarding the execution of a quitclaim deed for the small parcel adjacent to Plainfield Avenue in West Haven. The Authority authorizes Edward O. Norris, III to execute any and all documents associated with this matter.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Kowalski reviewed the preliminary unaudited figures for the fiscal year ended May 31, 2017, focusing on the balance sheet. She reviewed revenues and operating and maintenance expenses for the month ended May 31, 2017. Ms. Kowalski noted that the projected maintenance test for FY 2017 is 137%, with no projected draw from the Rate Stabilization Fund.

Ms. Kowalski distributed to Authority members a memorandum dated June 15, 2017, regarding "Distribution of Fiscal Year 2017 Revenue Fund Balance and General Fund Balance per Section 404D of the *General Bond Resolution*." She commented on the funds available for allocation, the required transfers proposed by management to the General Fund, the General Fund - Corporate Development, and the Construction Fund.

Mr. Cermola moved for adoption of the following resolution:

**WHEREAS**, the Vice President of Finance and Controller has and will make certain transfers from the Revenue Fund as required by Section 404D of the General Bond Resolution; and

**WHEREAS**, the balance remaining in the Revenue Fund after taking into account such transfers as of year-end is approximately \$14,625,248 and pursuant to the General Bond Resolution will be deposited to the General Fund.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that after such transfer is made to the General Fund, the balance of the General Fund is approximately \$27,090,248; and

**BE IT FURTHER RESOLVED**, that \$500,000 be deposited in the General Fund and \$1,035,000 be deposited in the General Fund-Corporate Development.

Mr. Borowy seconded the motion and, after discussion, the Chair called for the vote:

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Sack moved for adoption of the following resolution:

**WHEREAS**, pursuant to section 410 of the General Bond Resolution, the Authority may apply any moneys in the General Fund to any lawful purpose of the Authority.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Regional Water Authority, that the Vice-President of Finance and Controller is hereby authorized and directed to transfer and pay over from the General Fund, **\$13,090,248** to the Construction Fund.

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

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Kowalski described proposed revisions to the FY 2018 Capital Budget totaling \$548,984, resulting in an amended capital budget totaling \$28,540,000 (excluding state and redevelopment). Mr. Curseaden moved for adoption of the following resolution:

**RESOLVED**, that the proposed revisions to the capital budget for the Authority for the 2018 fiscal year presented to this meeting, including a revised plan of capital improvements for the 2018 through 2022 fiscal years, is hereby adopted and ordered to be filed with the records and the U.S. Bank National Association pursuant to Section 614 for the General Bond Resolution.

Mr. Borowy seconded the motion. The Chair called for a vote:

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Ms. Nesteriak, RWA's Senior Advisor to the President & Director of Business Strategy, provided a hiTechFOCUS update. She reported on the major activities accomplished, which included: installation updates for Wolcott, Cheshire, North Branford, East Haven, and Branford; a review of the weekly ad being run in Branford; staffing levels; and customer complaints. She reviewed the installation progress schedule and the number of installations completed to date. Key milestones remain unchanged.

Mr. Bingaman:

- Reported that reservoir levels are at 94% of full storage, compared to the long-term average of 91% for June. The long-term average at the end of June is 88%. He reported that Lake Gaillard is currently at 92% of full storage but that RWA will continue to run Whitney Water Treatment Plant 24/7 until Lake Gaillard reaches full capacity. Mr. Bingaman stated that the drought is officially over.
- Highlighted that the House passed the bill for changes to RWA's Enabling Legislation on May 31. He stated that he and Lori Vitagliano, RWA's Government Relations Specialist, have met with various Senator's and House Minority leaders to discuss the impact of the changes.
- Provided an update on the recently rejected alternate proposal submitted to the Office of Policy and Management for the CT Department of Public Health's proposed water activities license fee. RWA is currently working within the water industry to assist in developing a revised alternate proposal. More information will follow at a later date.
- Reported on a meeting of the Water Planning Council Steering Committee that took place recently to discuss water conservation. A draft of the state water plan is out for public comment. The Committee will submit the finalized document to the Legislature in January 2018.

The Authority discussed the preliminary results of the Customer Satisfaction Survey Results provided by Ms. Zanella Dyer, RWA's Vice President of Service Delivery. Mr. Bingaman provided an overview of the preliminary results. Discussion took place regarding the survey process.

Authority members reported on recent meetings of the Representative Policy Board committees and assignments allocated for attendance at the third quarter 2017 RPB committee meetings.

At 2:25 p.m., on motion made by Mr. Cermola, seconded by Mr. Borowy, the Authority voted unanimously to recess the regular meeting, to allow the Authority to meet as the Compensation Committee.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 2:41 p.m., the Authority reconvened and, on motion made by Mr. Cermola, seconded by Mr. Borowy, the Authority voted unanimously to go into executive session to discuss strategy and negotiations and personnel matters. Present in executive session were Authority members, Mr. Bingaman and Mss. Discepolo, Kowalski, Nesteriak and Slubowski.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

At 3:50 p.m., Mss. Bajoros and Bochan entered the meeting.

At 4:25 p.m., Mss. Bajoros, Bochan, Discepolo, Kowalski, and Ms. Slubowski withdrew from the meeting.

At 4:40 p.m., the Authority came out of executive session and on motion made by Mr. Borowy, seconded by Ms. Sack, the Authority voted unanimously to adjourn the meeting.

Borowy	Aye
Cermola	Aye
Curseaden	Aye
DiSalvo	Aye
Sack	Aye

Respectfully submitted,

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Kevin Curseaden, Secretary