

**South Central Connecticut Regional Water Authority**  
Via Remote Access\*\*

**AGENDA**

**Regular Meeting of Thursday, August 25, 2022 at 12:30 p.m.**

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- A. Safety Moment
- B. Meet as Environmental, Health & Safety Committee: K. Curseaden
  - 1. Approve minutes – May 26, 2022 meeting
  - 2. RWA Physical Security Update – Including Executive Session: D. Verdisco
- C. Meet as Strategic Planning Committee: D. Borowy
  - 1. Approve Minutes – June 23, 2022 meeting
  - 2. Succession Planning Update – Including Executive Session: D. Verdisco
- D. Act on matters arising from committee meetings
- E. \*Meet as Sole Member of the Claire C. Bennitt Watershed Fund (WSF): B. Stone
  - 1. Report of the WSF
  - 2. Act on recommendation of WSF Chair for reappointment of Directors
- F. Consent Agenda
  - 1. Approve Minutes – July 28, 2022 meeting
  - 2. Capital Budget Authorization - September 2022
  - 3. Capital Budget Transfer Notifications (no action necessary) – September 2022
  - 4. Monthly Financial Report – July 2022
  - 5. Accounts Receivable Update – July 2022
  - 6. FY 2023 Business Continuity Update – Memo to EHS Committee
  - 7. HazWaste Central Update – Memo to EHS Committee
- G. Reports on RPB Committee Meetings
- H. Business Updates: L. Bingaman
  - 1. COVID Update: D. Verdisco
  - 2. Monthly Business Highlights: L. Bingaman

<p>** Members of the public may attend the meeting via remote access. For information on attending the meeting and to view meeting documents, please visit <a href="https://tinyurl.com/bvaurs6j">https://tinyurl.com/bvaurs6j</a>. . For questions, contact the board office at <a href="mailto:jslubowski@rwater.com">jslubowski@rwater.com</a> or call 203-401-2515.</p>
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*\*RPB member (M. Levine) will join at Item E*

**South Central Connecticut Regional Water Authority**

Regular Meeting

Thursday, August 25, 2022 at 12:30 p.m.

Remote Access Instructions

**Call in (*audio only*)**

+1 469-965-2517,,451804111# United States, Dallas

Phone Conference ID: 451 804 111#

For questions, contact the board office at 203-401-2515 or by email at [jslubowski@rwater.com](mailto:jslubowski@rwater.com)

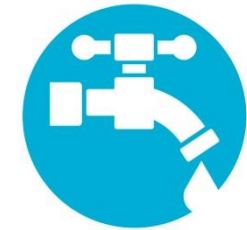
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# SAFETY MOMENT



**Tap Into  
Safety**



Regional Water Authority

## AUGUST – BACK TO SCHOOL SAFETY

School days bring congestion: Yellow school buses are picking up children, kids on bikes are hurrying to get to school before the bell rings, harried parents are trying to drop their kids off before work.

It's never more important for drivers to slow down and pay attention than when kids are present – especially before and after school.

- Always stop for a school patrol officer or crossing guard holding up a stop sign
- Never pass a bus from behind – or from either direction if you're on an undivided road – if it is stopped to load or unload children
- If the yellow or red lights are flashing and the stop arm is extended, traffic must stop
- The area 10 feet around a school bus is the most dangerous for children; stop far enough back to allow them space to safely enter and exit the bus



Service – Teamwork – Accountability – Respect – Safety

Safety is a core company value at the Regional Water Authority .  
It is our goal to reduce workplace injuries to zero.

 Regional Water Authority



**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*

**April Capone**  
*Director*

**Thomas P. Clifford III, Esq.**  
*Director*

**Anthony DiSalvo**  
*Director*

**Gordon Geballe**  
*Director*

**Marco Mutonji**  
*Director*

**Martha Rice**  
*Director*

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

**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](http://www.thewatershedfund.org)

**DATE:** August 19, 2022

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

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

- 
1. The 25<sup>th</sup> 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 2022
    - b. Watershed Fund Scholarships Granted in Fiscal Year 2022
  3. Fund balances as of August 18, 2022 are:
    - a. Fund reserved for scholarships: \$20,552.86
    - b. General (unrestricted fund): \$1,729,031.45
  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, 2022. They will present their report at the September 7, 2022 meeting of the Fund.
  5. Enclosed is the roster of the Fund' directors. The terms of Susan S. Addiss, Scott M. Jones, Robert Olejarczyk, and Martha Rice expire at this meeting. Scott M. Jones, appointed at the last annual meeting of the shareholder on August 19, 2021, notified the Fund of his desire to resign as a Director to avoid a conflict of interest for a position with the Connecticut Superior Court. His resignation was effective May 2, 2022. Mr. Olejarczyk has also notified the board of his decision to not renew his term as a board Director and will retire from the Fund effective the date of this meeting, August 25, 2022.

I recommend that Mss. Addiss and Rice be re-elected for another three-year term expiring at the 2025 annual meeting. Brief background information regarding these candidates is enclosed. Resolutions are attached for your consideration.

Respectfully submitted,

***Brian M. Stone***

Brian M. Stone  
President

## THE WATERSHED FUND – FY 2022 GRANT APPLICATIONS

Fall (F)/Spring (S)	Applicant	Project	Amount Requested
F/2021	Foundation for the Greater New Haven Chamber of Commerce	<b>2022 New Haven Science Fair Program</b> – A four component program designed to improve mathematics and science in the New Haven Public Schools	\$10,000
F/2021	St. Martin de Porres Academy	<b>Nature's Classroom Science Experience Program</b> – a week-long hand-on nature classroom at Bushy Hill Camp in Ivoryton for 63 students and 10 chaperones	\$10,000
F/2021	Solar Youth	<b>Steward Team Program</b> – to provide programs to youth steward's ages 8-13 that incorporate hands-on outdoor education, leadership development, and environmental stewardship	\$10,000
F/2021	South Central Connecticut Regional Water Authority	<b>Project WATER Bus</b> - in need of repainting and refreshing with new graphics	\$15,000
S/2022	Cheshire Pollinator Pathway/Coalition for a Sustainable Cheshire	<b>Cheshire Pollinator Pathway "Get on the Pollinator Pathway" Speaker Series 2022</b> – an educational & workshop series to explore how native plant Pollinator Pathway gardens create healthy soils and watersheds	\$1,500
S/2022	Gather New Haven	<b>Gather New Haven Environmental Education, Enrichment, and Engagement</b> – to increase local awareness and interest in the value of the natural environment	\$10,000
S/2022	New Haven Urban Resources Initiative, Inc.	<b>The Next 10,000 Trees</b> – to celebrate trees planted, volunteer stewards, and partners; educate residents; and plant more trees	\$10,000
S/2022	South Central Connecticut Regional Water Authority	<b>South Central Connecticut Regional Water Authority Environmental Career Summer Camp</b> – week-long program for Common Ground HS students to expose them to water utility careers	\$4,000
S/2022	Save the Sound	<b>Empowering Community Stewards for Water Quality at Six Lakes in Hamden, CT</b> – to educate the local community to become water quality stewards with a focus on preserving Olin Powder Farm	\$10,000
S/2022	St. Thomas's Day School	<b>Enhancing Student Learning of Watershed Science Using Classroom Microscopes</b> – to enrich the science program for 5 <sup>th</sup> & 6 <sup>th</sup> grade students	\$2,326.94
S/2022	Winnett Food Forest	<b>Winnett Food Forest</b> – to install, steward, and provided education about food Forests	\$10,000
	<b>Total Grant Requests for FY 2022</b>		<b>\$92,826.94</b>

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 \$110,291  
 FY 2022 \$ 92,827

# THE CLAIRE C. BENNITT WATERSHED FUND

## Scholarships Awarded in FY 2022

Applicant	High School	Residence Town/City	College	Anticipated Field of Study	Amount
Carroll, Brennan (Senior)	Sound School	Northford	Old Dominion University	Ocean and Earth Science/Biology Oceanography	\$3,500
Deschenne, Kieren Leif Dykstra (Sophomore)	Sound School	New Haven	Brown University	Marine Conservation Biology	\$3,500
Guerra, Carolina (Freshman)	Common Ground	New Haven	Albertus Magnus	Biology	\$3,500
Harris, Rachael (Senior) <b>(SILVERSTONE)</b>	Sound School	Guilford	Southern New Hampshire University	Environmental Science/Wildlife & Conservation Biology	\$6,000
Hubbs, Evan (Sophomore)	Daniel Hand HS	Madison	University of Rhode Island	Environmental Life Science	\$3,500
Huq, Adrian (Junior) <b>(YODER)</b>	Metropolitan Business Academy	Derby	Tufts University	Environmental Studies	\$4,000
Jones, Jasmine (Senior)	Metropolitan Business Academy	West Haven	Albertus Magnus	Biology and Mathematics (Education)	\$3,500
Kapostas, Victor (Freshman)	New Haven Academy	Ansonia	University of New Hampshire	Ocean Engineering	\$3,500
Lucas, Abigail (Senior)	Foran High School	Milford	Southern CT State University	Environmental Systems and sustainability; coastal marine systems	\$3,500
Nash, Dylan (Freshman)	Hamden High School	Hamden	Curry College	Environmental Science	\$3,500
Triana, Elizabeth (Senior)	Woodland Regional High School	Prospect	SUNY Oswego	Zoology	\$3,500
Urda, Marissa (Sophomore)	Amity Regional High School	Woodbridge	Sacred Heart University	Coastal Marine Biology/Environmental Science	\$3,500
Vissicchio, Melinda (Senior)	North Haven High School	North Haven	University of New Haven	Environmental Science	\$3,500

Total Paid in FY 2023: \$48,500

**SOUTH CENTRAL CONNECTICUT REGIONAL WATER AUTHORITY**

**AUGUST 25, 2022**

**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 2025, or until they otherwise lawfully cease to hold such office: Susan S. Addiss and Martha Rice.



## **THE WATERSHED FUND**

*(Brief Biographies of Directors Proposed for Re-Appointment in August 2022)*

### ***Susan S. Addiss***

Ms. Addiss is currently the Vice Chair for the Board of the East Shore Health District. She is the former Commissioner of Public Health for the State of Connecticut; Past President of the American Public Health Association; Past member of the Pew Environmental Health Commission; Past Vice-Chair, Connecticut Health Foundation Board; Past Director of Health Education for Environment and Human Health, Inc. Sue has been a director of The Watershed Fund since its inception.

### ***Martha Rice***

Martha Rice has been with The Nature Conservancy CT Chapter for 30 years. She was the Conservation Information Manager until recently when she was hired as the chapter's Volunteer Coordinator. Martha has also been the Education and Community Outreach chair for the Branford Land Trust for 30 years. Some of the events she coordinates include the Winter/Spring lecture series and the hands-on Environmental Day Camp. In her spare time, she likes skiing, fishing, birding, swimming, and paddle boarding. She lives in Branford with her husband Bob and son Tim.

# THE CLAIRE C. BENNITT WATERSHED FUND

## WSF Directors

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(3-year terms)

### 2022

S. Addiss  
R. Olejarczyk  
M. Rice  
Scott M. Jones, Esq.

### 2023

A. DiSalvo  
G. Geballe  
J. Henry Scott  
Marco Mutonji

### 2024

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

**South Central Connecticut Regional Water Authority  
Minutes of the July 28, 2022 Meeting**

The regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, July 28, 2022, via remote access.

**Present:**       **Authority** – Messrs. Borowy and DiSalvo, and Mss. LaMarr and Sack  
                  **Management** – Mss. Kowalski and Verdisco, and Messrs. Bingaman, Donovan, Hill, Lakshminarayanan, and Singh  
                  **RPB** – Ms. Campbell  
                  **Staff** – Mrs. Slubowski

The Chair called the meeting to order at 12:31 p.m. He reviewed the Safety Moment distributed to members.

At 12:32 p.m., on motion made by Mr. DiSalvo, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to recess the meeting to meet as the Pension & Benefit Committee.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 1:53 p.m., the Authority reconvened.

On motion made by Mr. DiSalvo, 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 23, 2022 meetings.
2. Capital budget authorization for August 2022.

**RESOLVED**, that the Vice President and Chief Financial Officer is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$3,400,000 for the month of August 2022 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 2023 for all Capital Improvement Projects to be exceeded.

3. Capital budget transfer notifications detailed in Ms. Kowalski’s memorandum dated July 22, 2022.
4. Monthly financial report for June 2022.
5. Accounts receivable update for June 2022.
6. Bid Exemption – Water Filtration Device and Filter Cartridges.
7. Resolution regarding administrative change to prior authorizations:

**WHEREAS**, the Vice President of Financial Reporting and Analysis of the Authority has been authorized to perform certain functions, take such actions and execute and deliver certain documents or instruments by resolution of the Authority (the “Resolutions”); and

**WHEREAS**, the Vice President of Financial Reporting and Analysis’s title has changed and has become Vice President and Chief Financial Officer of the Authority, effective August 1, 2022; and

**WHEREAS**, the Authority wants to make the administrative change to prior Resolutions to substitute the title Vice President and Chief Financial Officer for the title Vice President of Financial Reporting and Analysis, effective August 1, 2022 in such resolutions.

**NOW THEREFORE**, be it resolved that all prior Resolutions of the Authority which authorize the title of Vice President of Financial Reporting and Analysis to perform certain functions, to take such actions or to execute and deliver documents or instruments are hereby amended, as of August 1, 2022 to replace the title Vice President of Financial Reporting and Analysis title with the Vice President and Chief Financial Officer and authorizes the Vice President and Chief Financial Officer to perform such duties or functions, to take such action or to execute and deliver such documents and instruments as set forth in the Resolutions.

8. Derby Tank Update.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

Authority members reported on recent RPB committee meetings.

The Authority took a break from 2:05 p.m. to 2:15 p.m.

Mr. Bingaman, the RWA’s President and Chief Executive Officer, provided an update on the status of COVID at the RWA.

Mr. Bingaman:

- Reported that the owner of the environmental testing lab withdrew interest, citing expectations about an environmental audit as the reason. However, the RWA is still considering other prospects.
- Highlighted recent field visits and took advantage of opportunities to engage with employees to get firsthand knowledge about current projects.
- Reported on the RWA’s first boil water notice, resulting from a main break in Hamden. To recognize the hard work to repair the break, the RWA held a celebration breakfast on June 30<sup>th</sup> for support and field workers for the long hours spent repairing the break. The RWA also took the opportunity to unveil the RWA’s first long triaxle dump truck, which

was a collaboration of leadership team members, fleet department, and the Steel Workers Union in purchasing the truck for hauling heavy loads.

[VIDEO OF UNVEILING OF TRUCK]

- Stated that the RWA has been accepted into a water research foundation research project designed to help water utilities recognize Legionella in drinking water distribution systems. This will provide the RWA with a better understanding of its water distribution system and assist in identifying areas of improvement and increase trust in the RWA's commitment to public health.
- Updated the Authority on the RWA's partnership with the Greater New Haven Chamber of Commerce (GNHCC) to assist local businesses to stay in the area, as well as grow employee population. To date, the GNHCC has visiting with 234 companies and uncovered 977 potential new jobs. The RWA will continue to partner with the GNHCC on other economic development opportunities.

At 2:31 p.m., on motion made by Mr. DiSalvo, seconded by Ms. LaMarr, and unanimously carried, the Authority voted to recess the meeting to meet as the Compensation Committee.

Borowy	Aye
Curseaden	Absent
DiSalvo	Aye
LaMarr	Aye
Sack	Aye

At 2:35 p.m., Ms. Campbell withdrew from the meeting.

From 2:37 p.m. to 2:40 p.m., Mr. DiSalvo withdrew from the meeting.

At 4:10 p.m., the Authority reconvened and the meeting adjourned.


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Catherine E. LaMarr, 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 E. LaMarr  
Suzanne C. Sack

**FROM:**  Rochelle Kowalski  
Vice President & Chief Financial Officer

**DATE:** August 19, 2022

**SUBJECT:** Capital budget authorization request for September 2022

Attached for your meeting on August 25, 2022 is a copy of the resolution authorizing expenditures against the capital improvement budget for September 2022. The amount of the requested authorization, for funds held by the trustee, is \$4,700,000.

In addition, from the Growth Fund, approximately \$55,000 is expected to be used for the Commercial Billing project.

This would result in projected expenditures through September 2022 of \$10,521,417 or 18.1% of the total 2023 fiscal year capital budget, including State and Redevelopment.

Attachment

**RESOLVED**

That the Vice President & Chief Financial Officer is authorized to submit to the Trustee one or more requisitions in an aggregate amount not to exceed \$4,700,000 for the month of September 2022 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 2023 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 E. LaMarr  
Suzanne C. Sack

FROM:

 Rochelle Kowalski

DATE:

August 19, 2022

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
Lake Whitney Dam & Spillway Improvements	\$435,000	Meters
Lake Whitney Dam & Spillway Improvements	\$25,000	No-Des Vehicle & Gate Truck
Lake Whitney Dam & Spillway Improvements	\$60,000	Lake Whitney Water Treatment Plant Cork Floor Replacement
Lake Whitney Dam & Spillway Improvements	\$280,000	Burwell Hill Pump Station Equipment Replacement
Lake Whitney Dam & Spillway Improvements	\$136,000	Surface Water In-Line Turbidimeters
Lake Whitney Dam & Spillway Improvements	\$41,000	Laboratory Equipment
Lake Gaillard Water Treatment Plant Sodium Hypochlorite Tanks Replacement	\$150,000	State Street Pipe Bridge



# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Operations	B2	23-05	Aug/22
Requested By:	Jim Hill			

<b>Transfer From:</b>	
Account Number:	
Project Description: Lake Whitney Dam & Spillway Improvements	
A) Original Budget	\$ 2,055,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 435,000
D) Revised Budget (A+/-B-C)	\$ 1,620,000
E) Estimated Project Costs	\$ 1,000,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 620,000
<p>Explanation why funds are available:</p> <p>As a result of re-evaluation of project approach, expenditures for FY 2023 are anticipated to be under budget.</p>	

<b>Transfer To:</b>	
Account Number: 001-000-107146-000256	
Project Description: Meters	
A) Original Budget	\$ 50,000
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ 50,000
D) Amount to be Transferred	\$ 435,000
E) Proposed Revised Budget (C+D)	\$ 485,000
<p>Explanation why funds are needed:</p> <p>As a result of increasing lead times on meters, the Operations Division has requested additional funding to order additional inventory. The additional meters will keep inventory at an acceptable level and allow continued periodic meter replacements by RWA personnel without interruption.</p>	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer	<i>approved at CMC</i>	8/19/2022
6) Authority Members	Copy of minutes attached if required	

# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Operations	B1	23-06	Aug/22
Requested By:	Amrik Matharu			

<b>Transfer From:</b>	
Account Number:	
Project Description: Lake Whitney Dam & Spillway Improvements	
A) Original Budget	\$ 2,055,000
B) Total Previous Transfers (In or Out)	\$ 435,000
C) This Transfer	\$ 25,000
D) Revised Budget (A+/-B-C)	\$ 1,595,000
E) Estimated Project Costs	\$ 1,000,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 595,000
Explanation why funds are available: As a result of re-evaluation of project approach, expenditures for FY 2023 are anticipated to be under budget.	

<b>Transfer To:</b>	
Account Number: 001-000-107146-000256	
Project Description: Meters	
A) Original Budget	\$ 725,000
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ 725,000
D) Amount to be Transferred	\$ 25,000
E) Proposed Revised Budget (C+D)	\$ 750,000
Explanation why funds are needed: Due to an increase to the cost of the No-Des truck, an additional \$25,000 will be required to complete this purchase.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer		
6) Authority Members	Copy of minutes attached if required	

# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Operations	B1	23-07	Aug/22
Requested By:	Charles Gaura			

<b>Transfer From:</b>	
Account Number:	
Project Description:	Lake Whitney Dam & Spillway Improvements
A) Original Budget	\$ 2,055,000
B) Total Previous Transfers (In or Out)	\$ 460,000
C) This Transfer	\$ 60,000
D) Revised Budget (A+/-B-C)	\$ 1,535,000
E) Estimated Project Costs	\$ 1,000,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 535,000
<b>Explanation why funds are available:</b> As a result of re-evaluation of project approach, expenditures for FY 2023 are anticipated to be under budget.	

<b>Transfer To:</b>	
Account Number:	to be created
Project Description:	Lake Whitney Water Treatment Plant Cork Floor Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ -
D) Amount to be Transferred	\$ 60,000
E) Proposed Revised Budget (C+D)	\$ 60,000
<b>Explanation why funds are needed:</b> The cork flooring on the second level of the Lake Whitney Water Treatment Plant has experienced failure in the form of shrinkage and delamination. This has created an unsafe work environment for treatment staff, and has diminished the aesthetics of the plant. This facility is utilized for tours with locals schools and is used as a meeting location for RWA events.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer		
6) Authority Members	Copy of minutes attached if required	

# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Engineering & Environmental Services	B2	23-08	Aug/22
Requested By:	Orville Kelly			

<b>Transfer From:</b>	
Account Number:	
Project Description:	Lake Whitney Dam & Spillway Improvements
A) Original Budget	\$ 2,055,000
B) Total Previous Transfers (In or Out)	\$ 520,000
C) This Transfer	\$ 280,000
D) Revised Budget (A+/-B-C)	\$ 1,255,000
E) Estimated Project Costs	\$ 1,000,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 255,000
Explanation why funds are available: As a result of re-evaluation of project approach, expenditures for FY 2023 are anticipated to be under budget.	

<b>Transfer To:</b>	
Account Number:	001-000-107125-150502
Project Description:	Burwell Hill Pump Station Equipment Replacement
A) Original Budget	\$ 64,477
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ 64,477
D) Amount to be Transferred	\$ 280,000
E) Proposed Revised Budget (C+D)	\$ 344,477
Explanation why funds are needed: Funding is requested to install one of the pumps purchased as part of the original equipment rehabilitation project. Installation of the pumps was later removed from the scope of the original project. Operations would now like to install one of the pumps as a replacement for the existing 6" Allis Chalmers 1.15 mgd pump (Pump #1). Pump 1 is currently not being utilized as a result of its inability to maintain average flows and sustain tank levels.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer	<i>approved at CMC</i>	8/19/2022
6) Authority Members	Copy of minutes attached if required	

# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Operations	B2	23-09	Aug/22
Requested By:	Jim Hill			

<b>Transfer From:</b>	
Account Number:	
Project Description:	Lake Whitney Dam & Spillway Improvements
A) Original Budget	\$ 2,055,000
B) Total Previous Transfers (In or Out)	\$ 800,000
C) This Transfer	\$ 136,000
D) Revised Budget (A+/-B-C)	\$ 1,119,000
E) Estimated Project Costs	\$ 1,000,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 119,000
Explanation why funds are available: As a result of re-evaluation of project approach, expenditures for FY 2023 are anticipated to be under budget.	

<b>Transfer To:</b>	
Account Number:	To be created
Project Description:	Surface Water In-Line Turbidimeters
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ -
D) Amount to be Transferred	\$ 136,000
E) Proposed Revised Budget (C+D)	\$ 136,000
Explanation why funds are needed: This project includes the replacement of the current HACH 1720E Turbidimeters and SC100 displays at all of the surface water treatment plants which are obsolete and no longer available with the replacement model HACH TU5300 Turbidimeters and SC4500 displays. Currently Lake Gaillard WTP and Lake Whitney WTP have a mix of HACH TU5300 turbidimeters and the obsolete HACH 1720E turbidimeters while Lake Saltonstall WTP and West River WTP have only the obsolete HACH 1720E turbidimeters. The turbidimeters require routine maintenance and without the availability of replacement parts the RWA is at risk of these units failing. These units provide real-time turbidity values that show the effectiveness of chemical dosages, plant performance and pose the potential for regulatory violations if they fail. This purchase would standardize the HACH TU5300 turbidimeters and updated displays at all of the surface water treatment plants.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer	<i>approved at CMC</i>	8/19/2022
6) Authority Members	Copy of minutes attached if required	

# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Operations	B1	23-10	Aug/22
Requested By:	Jim Hill			

<b>Transfer From:</b>	
Account Number:	
Project Description:	Lake Whitney Dam & Spillway Improvements
A) Original Budget	\$ 2,055,000
B) Total Previous Transfers (In or Out)	\$ 936,000
C) This Transfer	\$ 41,000
D) Revised Budget (A+/-B-C)	\$ 1,078,000
E) Estimated Project Costs	\$ 1,000,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 78,000
Explanation why funds are available: As a result of re-evaluation of project approach, expenditures for FY 2023 are anticipated to be under budget.	

<b>Transfer To:</b>	
Account Number:	001-000-107195-104634
Project Description:	Laboratory Equipment
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ -
D) Amount to be Transferred	\$ 41,000
E) Proposed Revised Budget (C+D)	\$ 41,000
Explanation why funds are needed: Funding is requested for the purchase of an automated titrator. This equipment will allow for the automation of the steps necessary to complete a batch of alkalinity samples. It will calibrate, analyze samples, quality control checks, and provide printed results. This equipment is requested to support our outside laboratory services. Automation of the process will increase the efficiency of the process, and double the output of the number of tests that can be completed during an 8-hour period.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer		
6) Authority Members	Copy of minutes attached if required	

# CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/19/2022	Type	Log	Mo/Yr
Requesting Division:	Engineering & Environmental Services	B2	23-11	Aug/22
Requested By:	Orville Kelly			

<b>Transfer From:</b>	
Account Number:	001-001-107132-116124
Project Description:	Lake Gaillard Water Treatment Sodium Hypochlorite Tanks Replacement
A) Original Budget	\$ 600,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 150,000
D) Revised Budget (A+/-B-C)	\$ 450,000
E) Estimated Project Costs	\$ 300,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 150,000
<b>Explanation why funds are available:</b> Project work for FY 2023 is expected to be completed under budget, as a result of more work being completed in FY 2022 than originally anticipated.	

<b>Transfer To:</b>	
Account Number:	001-000-107143-100014
Project Description:	State Street Pipe Bridge
A) Original Budget	\$ 250,000
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ 250,000
D) Amount to be Transferred	\$ 150,000
E) Proposed Revised Budget (C+D)	\$ 400,000
<b>Explanation why funds are needed:</b> This amendment is requested to add necessary funding to cover a shortfall in project funding resulting from the timing of a project invoice. Material delivery delays impacted the submission of an invoice from the contractor, which was originally expected for submission in FY 2022. Due to the delays, the invoice was not received until July (FY 2023), leading to an increase in anticipated FY 2023 expenditures for the project.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/19/2022
2) Donor Vice President/Director	<i>approved at CMC</i>	8/19/2022
3) Vice President - Finance	<i>approved at CMC</i>	8/19/2022
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer	<i>approved at CMC</i>	8/19/2022
6) Authority Members	Copy of minutes attached if required	

**REGIONAL WATER AUTHORITY**  
**REVIEW OF FINANCIAL DATA**  
**July 31, 2022 (FY 2023)**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**

**Operating Revenues**

FY23 revenue for water, including wholesale and fire service, is over budget by \$2,491k (approx. 11.9%).

Metered water revenue is over budget by \$2,470k (approx. 13.2%).

Total net other revenue is \$226k over budget primarily due to other water and other proprietary expenses being lower than budget and 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,	\$	(158,000)
Employee Benefits are under budget primarily due to lower medical and dental benefits		(194,000)
General & Admin is under budget primarily due to timing of expenses.		(50,000)
Transportation is under budget primarily due to timing.		(60,000)
Utilities & Fuel is under budget primarily related to lower electric and telephone service		(104,000)
Pump Power is under budget primarily due to timing.		(83,000)
Chemicals Expense is under budget primarily due to timing.		(61,000)
Collection Expense is under budget primarily due to lower year-to-date bank fees.		(129,000)
Business Improvement is under budget primarily due to accelerating certain expenses into fiscal 2022		(82,000)
Outside Services are under budget across multiple areas.		(183,000)
Insurance is under budget due to timing and reserve requirements.		(58,000)
Central Lab/Water Quality is under budget primarily due to the mix between internal and outside lab services and timing.		(70,000)
Maintenance & Repairs are under budget due to the timing of certain expenses budgeted early in the fiscal year.		(420,000)
All Other		(246,000)
		<u>(1,898,000)</u>

**Interest Income**

Interest Income is above budget primarily due to higher investment earnings.

**PROJECTED MAINTENANCE TEST**

The projected coverage is 1.14 with no shortfall, consistent with the budget.



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

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	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2023 Actual</b>	<b>(Under)Over Budget</b>
<b>Operating revenues</b>				
Metered water revenues	\$ 20,460	\$ 18,658	\$ 21,128	\$ 2,470
Fire service	2,028	2,151	2,149	(2)
Wholesale	139	163	185	23
Other revenue - water	724	679	729	50
Other revenue - proprietary	1,673	1,565	1,601	36
Total operating revenues	25,024	23,215	25,792	2,577
<b>Operating expenses</b>				
Operating and maintenance expense	8,842	10,807	8,910	(1,898)
Pension Expense			-	-
OPEB Expense				
Expense associated with other revenue - water	331	376	318	(58)
Expense associated with other revenue - proprietary	768	720	639	(81)
Provision for uncollectible accounts	182	160	160	
Depreciation	4,100	4,098	4,098	(0)
Payment in lieu of taxes	1,499	1,492	1,487	(5)
Amortization Pension Outflows/Inflows	347	73	73	0
Amortization OPEB Outflows/Inflows	(91)	(102)	(102)	(0)
Total operating expenses	15,979	17,625	15,583	(2,042)
Operating income	9,045	5,590	10,209	4,621
<b>Nonoperating income and (expense)</b>				
Interest income	16	366	712	346
(Loss) Gain on disposal of assets			-	-
Realized and unrealized (losses) gains on investments			-	-
Interest expense	(3,693)	(3,846)	(3,865)	(19)
Amortization of bond discount, premium, issuance cost and deferred losses	415	534	532	(1)
Amortization of Goodwill	(249)	-	-	-
Intergovernmental revenue	-	-	-	-
Contributions to related entities	-	-	-	-
Total nonoperating income and (expense) before capital contributions	(3,511)	(2,946)	(2,621)	325
Income (expense) before contributions	5,535	\$ 2,644	7,588	\$ 4,945
<b>Capital contributions</b>	209		400	
Change in net assets	5,743		7,989	
Total net assets - beginning of fiscal year	233,214		252,019	
Total net assets - end of reporting month	\$ 238,957		\$ 260,008	

**FY 2022 MAINTENANCE TEST**  
**(Budget vs. Projected)**

	<b>Budget FY 2023 @114%</b>	<b>Projected FY 2023 @114%</b>	<b>(Under)Over FY 2023 @114%</b>
Revenue Collected:			
Water sales	124,093	124,093	\$ -
Interest Income	213	213	-
BABs Subsidy	657	657	-
Other Net	6,946	6,946	-
Common Non-Core	(300)	(300)	-
Total	131,609	131,609	-
Less:			
Operating and maintenance expenses	(63,492)	(63,492)	-
Depreciation	(7,500)	(7,500)	-
PILOT (A)	(8,901)	(8,901)	-
Net Avail for Debt Service (B)	\$ 51,717	\$ 51,717	\$ -
Debt Service Payments (C)	\$ 45,366	45,366	\$ -
Debt Service @ 114% (D)	\$ 51,717	51,717	\$ -
Difference (B-D)	\$ (0)	\$ (0)	
RSF, Growth and/or General Fund (D)	-		
Coverage	114%	114%	

**REGIONAL WATER AUTHORITY  
OPERATING AND MAINTENANCE EXPENSE  
JULY 31, 2022**

**Pg 3**

**PERIOD ENDING JULY 31, 2022**

	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2023 Actual</b>	<b>(Under) Over</b>
1 Payroll	\$ 3,722	\$ 4,001	\$ 3,844	\$ (158)
2 Employee Benefits	1,282	1,293	1,099	(194)
Pension Contributions	450	444	444	0
3 Administrative Building	173	188	139	(49)
4 General & Administrative	168	251	200	(50)
5 Transportation	89	145	84	(60)
6 Tools & Stores	46	56	23	(33)
7 Utilities & Fuel	196	247	143	(104)
8 Material From Inventory	38	56	47	(9)
9 Pump Power Purchased	548	558	476	(83)
10 Chemicals	390	510	449	(61)
11 Road Repairs	41	50	22	(28)
14 Postage	30	79	57	(22)
15 Printing & Forms	4	11	6	(6)
17 Collection Expense	102	279	150	(129)
18 Business Improvement	6	93	11	(82)
19 Public/Customer Information	18	75	27	(48)
20 Outside Services	402	596	413	(183)
21 Insurance Premiums	249	289	231	(58)
22 Worker's Compensation, pre-Churchill	(13)	7	6	(1)
23 Damages	8	11	4	(7)
24 Training & Cont. Education	12	47	11	(36)
25 Authority Fees	24	27	23	(5)
26 Consumer Counsel	1	10	9	(1)
27 RPB Fees	15	28	12	(16)
28 Organizational Dues	10	14	28	15
29 Donations	2	6	-	(6)
34 Central Lab/Water Quality	15	73	2	(70)
40 Environmental Affairs	16	12	7	(6)
44 Info. Technology Licensing & Maintenance Fees	443	444	458	13
45 Maintenance and Repairs	285	860	440	(420)
46 Regulatory Asset Amortization	70	46	46	0
	<u>\$ 8,842</u>	<u>\$ 10,807</u>	<u>\$ 8,910</u>	<u>\$ (1,898)</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
	2022	2022	2022	2022	2022	2022	2022	2021	2021	2021	2021	2021	2021
Under 30	\$ 8,465	\$ 6,543	\$ 5,880	\$ 6,441	\$ 4,820	\$ 6,617	\$ 10,706	\$ 6,974	\$ 8,276	\$ 7,638	\$ 8,164	\$ 6,789	\$ 8,080
31-60	2,216	1,620	1,819	1,493	1,855	3,164	2,930	3,312	2,042	2,743	1,990	2,081	2,546
61-90	731	1,002	737	1,002	1,573	1,501	919	1,093	1,436	686	842	1,465	887
91-180	1,714	1,737	2,062	1,965	1,756	1,589	1,561	1,652	1,775	1,881	1,946	1,705	2,023
181-360	1,889	1,606	1,531	1,644	1,918	1,891	2,179	2,145	2,071	2,120	2,149	2,212	2,284
More than 1 year	5,085	5,169	5,123	5,311	5,368	5,217	5,255	5,238	5,111	5,341	5,388	5,134	5,150
Sub Total	20,100	17,677	17,152	17,856	17,290	19,979	23,550	20,414	20,711	20,409	20,479	19,386	20,970
Interest due	1,502	1,458	1,464	1,430	1,433	1,388	1,337	1,224	1,112	1,014	1,026	1,055	1,067
Total Gross A/R plus interest	\$ 21,602	\$ 19,135	\$ 18,616	\$ 19,286	\$ 18,723	\$ 21,367	\$ 24,887	\$ 21,638	\$ 21,823	\$ 21,423	\$ 21,505	\$ 20,441	\$ 22,037

#### Aged Accounts Receivable Focus of Collection Efforts

	July	June	May	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2022	2022	2022	2022	2022	2022	2022	2021	2021	2021	2021	2021	2021
Greater than 60 days:													
A/R	\$ 10,666	\$ 10,702	\$ 10,643	\$ 11,067	\$ 11,724	\$ 11,281	\$ 10,927	\$ 11,093	\$ 11,360	\$ 11,012	\$ 11,334	\$ 11,554	\$ 11,393
Less: Multi-Tenants	(2,690)	(2,496)	(2,508)	(2,694)	(2,640)	(3,052)	(2,799)	(2,981)	(3,104)	(2,569)	(2,831)	(2,941)	(2,765)
Receiverships	(1,962)	(1,900)	(1,962)	(1,704)	(1,983)	(1,992)	(2,029)	(1,995)	(1,971)	(1,985)	(2,008)	(1,961)	(2,125)
Liens	(2,210)	(2,455)	(2,435)	(2,545)	(2,469)	(2,370)	(2,212)	(2,220)	(2,189)	(2,196)	(2,281)	(2,472)	(2,112)
Total	\$ 3,804	\$ 3,851	\$ 3,738	\$ 4,124	\$ 4,632	\$ 3,867	\$ 3,887	\$ 3,897	\$ 4,096	\$ 4,262	\$ 4,214	\$ 4,180	\$ 4,391
	36%	36%	35%	37%	40%	34%	36%	35%	36%	39%	37%	36%	39%

#### Collection Efforts

	July	June	May	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2022	2022	2022	2022	2022	2022	2022	2021	2021	2021	2021	2021	2021
Shuts *	\$ 1	\$ 6	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ 76	\$ 113	\$ 15	\$ -	\$ -	\$ -
Red Tags **	-	-	-	-	-	-	-	-	-	-	-	-	-
Receivers	17	30	41	22	14	27	12	35	8	33	6	5	5
Top 100 Collection Calls	385	683	496	726	649	588	98	78	38	257	334	142	237
Other <sup>(1)</sup>	1,441	922	1,204	1,496	1,082	1,310	1,573	1,091	1,576	1,404	1,217	1,344	878
Total	\$ 1,844	\$ 1,641	\$ 1,743	\$ 2,244	\$ 1,745	\$ 1,925	\$ 1,683	\$ 1,280	\$ 1,735	\$ 1,709	\$ 1,557	\$ 1,491	\$ 1,120

\* Number of shuts

\*\* Number of Red tags

<sup>(1)</sup> Includes: Notices and letters and legal initiatives.

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

To: Authority Environmental, Health & Safety Committee  
 David J. Borowy  
 Kevin J. Curseaden  
 Anthony DiSalvo  
 Catherine E. LaMarr  
 Suzanne C. Sack

Cc: Larry Bingaman, President & CEO  
 Donna Verdisco, CHRO & VP Head of Corporate Services

From: Amanda Schenkle, Manager of Environmental, Health, Safety & Risk

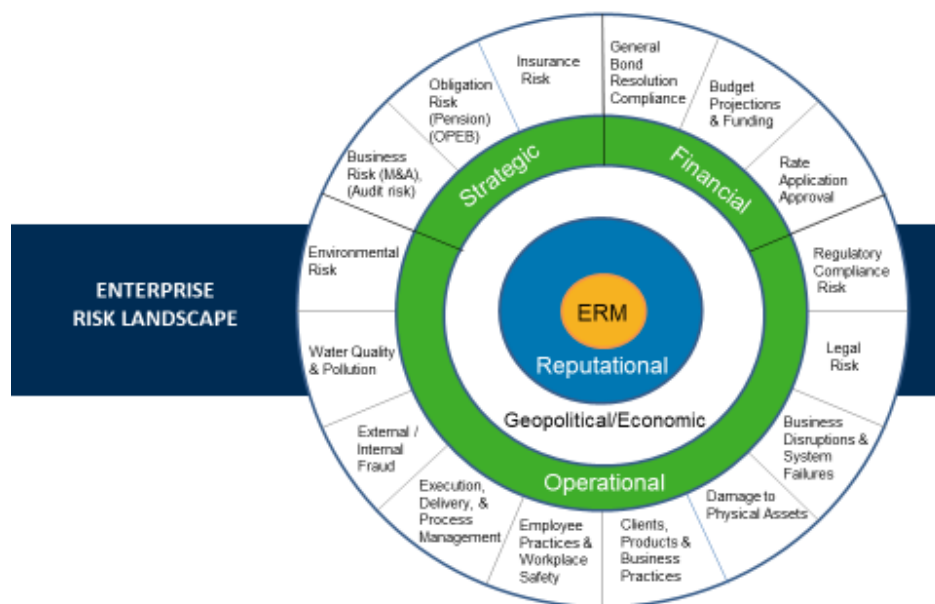
Date: August 25, 2022

Subject: Business Continuity Planning Update

The Regional Water Authority's **Business Continuity Planning Program** is part of our Enterprise Risk Management Operational Strategy to provide tools and procedures to identify the impact of potential losses, and maintain viable recovery strategies and continuity of services in light of an event that poses a severe impact on the RWA.

#### *Strategic Focus*

It is RWA's intention that this BCP program will guide the continued operations to the extent possible under any circumstance allowing the RWA to meet its mission to provide customers with high quality water and services at a reasonable cost while promoting the preservation of watershed land and aquifers.



### Team structure & rhythm

- Leadership Team: Oversees the program and drives strategic growth of the program
- Cross functional representation trains and prepares plans for continuity of departments
- Meets quarterly to discuss plans & participate in training exercises





### Process

- Formal Business Continuity Plan review every 2 years, including updates to department specific plans, Incident Management Plan and hazard specific plans.
- Meet as a BCP Team 2-3 times per year for program review. Hold Training and Exercise meetings quarterly for preparation of tabletop exercises and review of continual improvement actions.
- Host 3-4 exercises per year

## OPERATION

The RWA made great progress against the FY22 BCP work plan. There were a number of factors that informed the work plan:

- 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
- Cyber security events:
  - May 2021 Colonial Pipeline's ransomware attack
  - February 2021 Cyberattack on Florida water treatment plant SCADA system

Program Category	Business Continuity Activities	Progress
AWIA Follow-up Activities	<ul style="list-style-type: none"><li>• SCADA Response, Business Continuity, and Disaster Recovery Plans</li><li>• Water Quality Emergency Response Plan</li></ul>	
Business Continuity Plan Updates*	<ul style="list-style-type: none"><li>• Update business impact analysis</li><li>• One overarching plan for the entire RWA</li><li>• Twenty-six department-specific plans</li></ul>	
Training & Emergency Exercises	<ul style="list-style-type: none"><li>• Incident management and response training</li><li>• Spring Street Pump Station Tabletop Exercise</li><li>• North Cheshire Wellfield Tabletop Exercise</li><li>• Lake Gaillard Water Treatment Plant Functional Exercise</li></ul>	
Program Management	<ul style="list-style-type: none"><li>• Business Continuity Committee Meetings</li><li>• Training &amp; Exercise Team Meetings</li><li>• Managing preparedness activities including continual improvement actions identified by emergency exercises</li></ul>	

*\*Department specific plans had some delays based on changes in org structures. The overarching plan and remaining department plans will be finalized by end of September 2022.*

Some key notable highlights from FY22 include the following:

- Emergency Preparedness Meetings
  - Met with Griffin Health and Yale New Haven Health to discuss Emergency Preparedness
- Incident Command Teams
  - Tropical Storms Elsa, Henri, Ida

- WRWTP Water Quality – Boil Water Event
- Saltonstall WTP Power Outage
- January 2022 Nor'easter
- Whitney Ave Hydrant
- West Shepard Ave Main Break
- Potable Water during Service Interruption
  - Alternate source of water after 12 hours of outage due to RWA boil water advisory
  - Distribution plans
  - Municipal partnerships
- CISA Dam Information Sharing Drill
  - National Exercise with DHS- CISA for Dam Sector
- Cyber and Infrastructure Continuity Planning
  - Multifactor Authentication (MFA) implemented on all edge servers and user accounts related to SCADA
  - Multifactor Authentication on Privilege Accounts in IT Business environment
  - Refreshed all network topology drawings including treatment plants, commercial locations, vendors, and radio sites
  - Weekly penetration test performed by Department of Homeland Security and reviewed and reported to Enterprise SOC Governance monthly
  - SCADA – Decommission all non-supported operating systems on the network

## FORWARD PLANNING

For FY2023, the team is focusing on 4 strategic elements as part of our work plan for this year:

1. Business Continuity Plan Updates
  - a. Finalize overarching plan for the entire RWA
  - b. Review and finalize Incident Management Plan Update
2. BCP Program and Plan Training
  - a. BCP Program Training to Leadership, Director, and Management Level staff
  - b. Plan training on BCP and Incident Mgt. Plan for BCP Team
  - c. Leadership EOC activation training and exercise
3. Emergency Functional and Tabletop Exercises
  - a. SCADA Ransomware Exercise (Functional Exercise)
  - b. North Branford Tank Project Exercise
  - c. 3<sup>rd</sup> Exercise: TBD by BCP Team
4. Program Management
  - a. Business Continuity Committee Meetings
  - b. Training & Exercise Team Meetings
  - c. Managing preparedness activities including continual improvement actions
  - d. LGWTP Critical Component Plan
  - e. EPG development - I&C

As part of the FY2023 work plan, our BCP activities include the following:

- EPA's Creating Resilient Water Utilities (CRWU)
  - Climate Change Risk Assessment guided by EPA using CREAT Tool
- Emergency Preparedness Meetings
  - Further meetings with critical customers
- Lessons Learned
  - Reinvigorating the review process of all real events

- Incident Command, Fire Marshall, First Aid Training
  - Continue with vital safety training, encouraging all departments to participate
  - Revamping the Fire Marshall program in post-COVID workforce
- Cyber and Infrastructure Continuity Planning
  - Implementation of further Zero Trust Model for infrastructure and key systems and hardware
  - New Hardware for SCADA infrastructure lifecycle replacement program
  - Phishing testing and monthly Cybersecurity Water Cooler updates
  - Proactive reporting of unauthorized activity to the Department of Homeland Security

In Summary, the RWA team is making great progress in executing against our BCP deliverables and mitigating risk for the RWA.

The FY2023 BCP work plan will continue to create a resilient organization that can withstand major disasters. The training and exercise program will be shared with the Board for participation as dates are finalized:

- SCADA Ransomware Functional October 2023
- N Branford Tank Project December 2023

In addition, we will come back to the board to update and discuss two key strategic initiatives that are important as part of our BCP planning:

- Cyber security plan - ransomware attack
- Plan to operate the business manually

**South Central Connecticut Regional Water Authority**  
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<http://www.rwater.com>

To: Authority Environmental, Health & Safety Committee  
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Kevin J. Curseaden  
Anthony DiSalvo  
Catherine E. LaMarr  
Suzanne C. Sack

Cc: Larry Bingaman, President & CEO  
Donna Verdisco, CHRO & VP Head of Corporate Services

From: Lori Vitagliano, Government and Public Relations Specialist

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Subject: HazWaste Central Program Update

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HazWaste Central (HWC) is Connecticut's first and only permanent household hazardous waste collection center and is located at the Regional Water Authority (RWA) headquarters. In 1990, through the joint efforts of the RWA and the South Central Connecticut Regional Council of Governments, the program began operations. RWA's support of the program aligns with its 1983 Land Use Plan, supporting a multi-barrier approach to safe drinking water and source water protection. Today, the HWC operation complements our 21<sup>st</sup> century environmental services company initiative.

## OPERATION

This well-respected program is the only facility in Connecticut that is open every Saturday, beginning in May and closing at the end of October. Because it's a permanent collection center, with a set schedule, residents are able to drop off their waste at their convenience, at any time on Saturday mornings during the operating season. With this flexibility, residents avoid infrequent one-day collections and the long lines associated with local one-day events. Weekly collections of household hazardous waste at local transfer stations are cost prohibitive for a single municipality.

HWC accepts everyday products and chemicals from the garage, garden, and workshop. This type of material must be disposed of properly. If these chemicals are thrown away with the regular trash, they can harm the sanitation worker, mix with other items, cause a chemical reaction or contaminate the environment and waterways.

As a model regional program, the 17 member municipalities share the fixed costs to operate the collection center, and only pay for waste dropped off from their residents. Residents must complete a registration form so we can verify delivery, and keeping track of weekly participation from each municipality. Listed below are the member communities:

Bethany	Guilford	New Haven	West Haven
Branford	Hamden	North Branford	Woodbridge
Cheshire	Madison	North Haven	



East Haven	Meriden	Orange	
Fairfield	Milford	Wallingford	

RWA recovers all expenses associated with the program by billing back the participating municipalities twice a year. For the fiscal year ending June 30, 2022, the program costs totaled \$487,611.

### **CURRENT ISSUE**

Connecticut is facing a critical time for its waste management system. Last month, one of five waste-to-energy facilities closed its doors, leaving 720,000 tons of waste that is now being sent to out-of-state landfills. This is a major step backward for environmental sustainability in our state. Further, greater volatility in disposal costs over the long term is expected, impacting municipal budgets.

The HazWaste Central program is a key program in our region. For over 32 years, we have provided an outlet for our member municipalities to properly dispose of hazardous material that may otherwise end up in the regular waste stream.

Listed below are the participation totals and the amount of material we removed from the regular waste stream for the last five years. Included in the summary are the year-to-date (YTD) figures for the current collection season that concludes on October 29, 2022.

<b>Collection Season</b>	<b>Total Participants</b>	<b>Material Collected (lbs.)</b>
2017	5,420	108,400
2018	5,995	119,900
2019	6,695	133,900
2020	8,373	167,460
2021	7,847	156,940
2022 (YTD)	3,100	62,000

### **FORWARD PLANNING**

Connecticut's material management system needs solutions and better pathways for diverting material from the municipal solid waste stream.

HazWaste Central is a key stakeholder. On behalf of the RWA and HazWaste Central, the RWA HazWaste Manager is working with various groups such as the Connecticut Recyclers Coalition and the Connecticut Product Stewardship Council to rethink how we can better manage municipal solid waste. Overall, the goal is to look at the composition of municipal solid waste and design diversion programs that increase recycling rates and promote environmental sustainability.

## RPB COMMITTEE MEETINGS

Month	Meeting	Will Attend
<b>July 2022</b>	<i>Finance Committee (Special Meeting)</i> Tuesday, July 12 at 5:00 p.m.	Catherine
	<i>Land Use Committee</i> Wednesday, July 13 at 5:30 p.m.	David
	<i>Consumer Affairs Committee</i> Monday, July 18 at 5:30 p.m.	Kevin
<b>August 2022</b>	<i>Finance Committee</i> Monday, August 8 at 5:00 p.m.	Kevin
	<i>Land Use Committee</i> Wednesday, August 10 at 4:30 p.m.	Catherine
	<i>Consumer Affairs Committee</i> Monday, August 15 at 5:30 p.m.	Tony
<b>September 2022</b>	<i>Finance Committee</i> Monday, Sept 12 at 5:00 p.m.	Tony
	<i>Land Use Committee</i> Wednesday, Sept 14 at 4:30 p.m.	Kevin
	<i>Consumer Affairs Committee</i> Monday, Sept 19 at 5:30 p.m.	Catherine