

Representative Policy Board
Bylaws and Rules Review Committee
South Central Connecticut Regional Water District
90 Sargent Drive, New Haven, Connecticut
and
via Remote Access

MINUTES

Special Meeting of Thursday, November 24, 2025 at 4:00 p.m.

Committee Present: C. Mancini, P. Betkoski(R), J. DiCarlo, and J. Mowat Young(R)

Committee Absent: V. Marino

RWA: S. Lakshminarayanan and R. Kowalski

Office of Consumer Affairs (OCA): J. Donofrio, Esq.(R)

Staff: J. Slubowski

Chair Mancini called the meeting to order at 4:00 p.m. She reviewed the Safety Moment distributed to members.

On motion made by Mr. DiCarlo and seconded by Mr. Betkoski, the committee voted to approve the minutes of its November 6, 2025 special meeting.

The Committee reviewed the proposed changes to the RPB Bylaws (“Bylaws”) and the Description of Organization, Rules of Practice, and Procedures for Consumer Complaints (“Rules of Practice”) made by Mr. Lakshminarayanan, the RWA’s Interim President & Chief Executive Officer, and Ms. Kowalski, the RWA’s Senior Vice President, Chief Financial Officer, and Head of Corporate Development, as discussed with the Committee at its last meeting on November 6, 2025.

The Bylaws were updated to clarify distinctions between the RPB and the Authority, modify roles (e.g., RPB Secretary and Chair), adjust meeting processes (e.g., deadlines, noticing requirements, adjournments), incorporate email/electronic methods, update changes to RPB voting, update conflict of interest language, and increase Authority Board members from five to seven. Several sections were removed or revised for clarity, and the Authority name was updated throughout.

The Rules of Practice updates included cleaning up definitions and unnecessary information, adding email communication options, allowing flexibility for paper copies, introducing emergency meeting publication requirements, enabling hybrid public hearings, and specifying the location of public hearing records. Updates were also made to application requirements, including capital project and acquisition amounts requiring an application, and clarifying language, with some sections under review or in process.

Modifications to both documents were updated to be consistent with changes made last year to the RWA’s enabling legislation.

After review, it was the consensus of the Committee that Mr. Lakshminarayanan and Ms. Kowalski make additional edits to the documents, as discussed, and send to the Committee for comment before forwarding to counsel for review.

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At 4:45 p.m., on motion made by Mr. DiCarlo and seconded by Ms. Young, the Committee voted to adjourn the meeting.

Carolyn Mancini, Chair

(R) = Attended remotely.

UNAPPROVED