

South Central Connecticut Regional Water Authority

90 Sargent Drive, New Haven, Connecticut

or

Via Remote Access**

**REVISED
AGENDA**

Regular Meeting of Thursday, August 24, 2023 at 12:30 p.m.

- A. Safety Moment
- B. Public Comment: The time limit granted to each speaker shall be three (3) minutes. Residents and customers may address the Board.
- C. Meet as Compensation & HR Committee (Special Meeting): D. Borowy
 - 1. Approve minutes – July 27, 2023 meeting
 - 2. Compensation Assessment Review: Willis Towers Watson – *Upon 2/3 vote, convene in executive session pursuant to C.G.S. Section 1-200(6)(E) to discuss matters covered by Section 1-210(b)(5)(A) pertaining to trade secrets*
 - 3. Review and recommend CEO & Officer Compensation - *Upon 2/3 vote, convene in executive session pursuant to C.G.S. Section 1-200(6)(B) pertaining to personnel*
- D. Meet as Strategic Planning Committee: D. Borowy
 - 1. Approve minutes – June 22, 2023 meeting
 - 2. Succession Planning Update: E. Calo - *Upon 2/3 vote, convene in executive session pursuant to C.G.S. Section 1-200(6)(B) pertaining to personnel*
- E. *Meet as Environmental, Health & Safety Committee: M. Ricozzi
 - 1. Approve minutes – May 25, 2023 meeting
 - 2. Lead & Copper Rule Update Memorandum
 - 3. FY 2024 Business Continuity Work Plan Memorandum
 - 4. HazWaste Central Update Memorandum
 - 5. Police Update Memorandum - *Upon 2/3 vote, convene in executive session pursuant to C.G.S. Section 1-200(6)(C) pertaining to security strategy*
- F. Act on matters arising from committee meetings
- G. 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
- H. Consent Agenda
 - 1. Approve minutes – July 27, 2023 meeting
 - 2. Capital Budget Authorization - September 2023
 - 3. Capital Budget Transfer Notifications (no action necessary) – September 2023
 - 4. Monthly Financial Report – July 2023
 - 5. Accounts Receivable Update – July 2023
 - 6. CEO Revised Priorities – Fiscal Year 2024 – *Upon 2/3 vote, convene in executive session pursuant to C.G.S. Section 1-200(6)(A)(C)(E) to discuss matters covered by Section 1-210(b)(5)(A) pertaining to trade secrets*
- I. Type B Amendments – Lake Gaillard Underdrain Replacement Project: R. Kowalski
- J. Reports on RPB Committee Meetings
- K. Business Updates: L. Bingaman
 - 1. RWAY CIS Update: D. Bochan
 - 2. *Monthly Business Highlights: L. Bingaman

** Members of the public may attend the meeting in person or via conference call. For information on attending the meeting and to view meeting documents, please visit <https://tinyurl.com/ysu5fy3e>. For questions, contact the board office at jslubowski@rwater.com or by calling 203-401-2515.

*RPB member (Stephen Mongillo) may join at item E

SOUTH CENTRAL CONNECTICUT REGIONAL WATER AUTHORITY

(Including Compensation & HR Committee, Strategic Planning Committee and Environmental, Health & Safety Committee)

90 SARGENT DRIVE, NEW HAVEN, CONNECTICUT

THURSDAY, AUGUST 24, 2023 AT 12:30 P.M.

REMOTE MEETING INSTRUCTIONS

Call in (*audio only*)

+1 469-965-2517,,733358981# United States, Dallas

Phone Conference ID: 733 358 981#

Members of the public may join the meeting in person at address above or by conference call. To view meeting documents please visit <https://tinyurl.com/ysu5fy3e>. For questions on attending the meeting, contact the board office at 2203-401-2515 or by email at jslubowski@rwater.com.

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SAFETY MOMENT

BACK TO SCHOOL MEANS SHARING THE ROAD: SLOW DOWN

School days bring congestion: School buses are picking up their passengers, 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.

If You're Dropping Off:

- Don't double park; it blocks visibility for other children and vehicles
- Don't load or unload children across the street from the school
- Carpool to reduce the number of vehicles at the school

Sharing the Road with Young Pedestrians:

- In a school zone when flashers are blinking, stop and yield to pedestrians crossing the crosswalk or intersection
- Always stop for a school patrol officer or crossing guard holding up a stop sign
- Never pass a vehicle stopped for pedestrians

Sharing the Road with School Buses:

- 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
- 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
- Be alert; children often are unpredictable, and they tend to ignore hazards and take risks

**TapInto
Safety**



Regional Water Authority



Service – Teamwork – Accountability – Respect – Safety

UNAPPROVED

**South Central Connecticut Regional Water Authority
Compensation Committee**

Minutes of the July 27, 2023 Meeting

A regular meeting of the South Central Connecticut Regional Water Authority Compensation Committee took place on Thursday, July 27, 2023, 90 Sargent Drive, New Haven, Connecticut and via remote access. Chair Borowy presided.

Committee members present – Messrs. Borowy, Curseaden and Ricozzi, and Ms. LaMarr

Committee members absent – Ms. Sack

Management – Mss. Kowalski, Calo and Messrs. Bingaman, Donovan, Hill, Lakshminarayanan and Singh
Staff – Mrs. Slubowski

Chair Borowy called the meeting to order at 2:12 p.m.

On motion duly made by Mr. Ricozzi, seconded by Ms. LaMarr, the Committee voted to approve the minutes of its May 25, 2023 meeting.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Abstain
Sack	Absent

Committee members reviewed updates to the Committee charter suggested by management, which included Human Resources (“HR”), expanded to include HR responsibilities. After discussion, on motion made by Mr. Curseaden, seconded by Mr. Ricozzi, the Committee voted to approve the updated Committee charter as presented.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Absent

The Committee reviewed changes to its FY 2024 work plan. After review, it was the consensus of the committee to adopt the plan as amended.

At 2:15 p.m., Mss. Kowalski and Calo and Messrs. Donovan, Hill, Lakshminarayanan and Singh withdrew from the meeting. On motion made by Ms. LaMarr, seconded by Mr. Ricozzi, the committee voted unanimously to go into executive session pursuant to C.G.S. Section 1-200(6)(A)(C)(E), to discuss matters covered by Section 1-210(b)(5)(A) pertaining to trade secrets and C.G.S. Section 1-200(6)(A), to discuss matters pertaining to performance and evaluation. Present in executive session were Authority members, Mr. Bingaman and Ms. Slubowski.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Absent

From 3:20 p.m. to 3:30 p.m., Mr. Bingaman and Ms. Slubowski withdrew from the meeting.

At 4:05 p.m., the committee came out of executive session and on motion made by Ms. LaMarr, seconded by Mr. Ricozzi, and unanimously carried the meeting adjourned.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Absent

David Borowy, Chair

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

Minutes of the June 22, 2023 Meeting

The regular meeting of the Strategic Planning Committee of the South Central Connecticut Regional Water Authority took place on Thursday, June 22, 2023, via remote access. Chair Borowy presided.

Present: Committee Members Present – Messrs. Borowy, Curseaden, and Mss. LaMarr and Sack
Management – Mss. Kowalski, Bochan, Calo, Hector-Dale, and Lufkin, and Messrs. Bingaman, Donovan, Hill, Lakshminarayanan, Singh, Beig, and Chainani
RPB – Ms. Campbell and Mr. Ricozzi
Staff – Mrs. Slubowski

The Chair called the meeting to order at 12:31 p.m.

On motion made by Ms. Sack, seconded by Ms. LaMarr, and unanimously carried, the Strategic Planning Committee voted to approve the minutes of its February 23, 2023 meeting.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Sack	Aye

Mr. Bingaman, the RWA's President and Chief Executive Officer, stated that management would be discussing key accomplishments and improvements of the RWA's FY 2023 Strategic Action Plan and a review of the Global Metrics. He stated that all 24 initiatives for FY 2023 were completed throughout the year, with many metrics being achieved or exceeded.

Mr. Singh, the RWA's Chief Information Digital Officer & Vice President of Customer Service, provided an update of the customer and constituent perspective and the three key strategies of improving customer satisfaction, utilizing technology to improve the customer experience, and increasing customer support for RWA. He also reviewed highlights and key accomplishments for the year, examples of which included:

- Deployment of two digital solutions
- Completion of four key phases of the Customer Information System project
- Four areas of improvement related to the last Customer Satisfaction Survey
- Exceeded E-billing participation KPI
- Accounts receivable strategy and results Committee members discussed collection strategies, customer survey improvements, and other accomplishments.

Ms. Calo, the RWA's Senior Director of Employee Relations and HR Operations provided an update on the RWA's Employee Learning & Growth perspective, which included:

- Advanced workforce safety
- Employee development
- Fostering a diverse, inclusive, and engaged workforce
- Succession planning
- Hiring a training manager
- An update of new hires and employee promotions
- Five in-office employee engagement events

She reported that while the safety metric did not meet its goal of zero preventable injuries, RWA has implemented a number of strategies to improve the results such as the near miss app and associated training, and a safety ambassador program.

Ms. Kowalski, the RWA's Vice President & Chief Financial Officer and Mr. Donovan, the RWA's Director of Business Development, provided highlights of the financial perspective key strategies: expanding commercial revenue sources, improving financial performance and strengthening the RWA's pension and retirement fund.

Mr. Donovan stated that overall RWA commercial enterprises had a solid financial performance in FY 2023. Key activities included M&A activity, market outreach, and PipeSafe expansion. He stated that lab performance improved year-over year and highlighted a relaunch of the RWA's WellSafe program and the well service companies.

Ms. Kowalski provided a financial update, which included:

- RWA's efforts to search for alternative funding sources including DWSRF, WIFIA, and Congressional Directed Spending
- RWA's initiative to increase the financial acumen of employees for a better understanding of the RWA model, which included a 10-year model presentation and a presentation for the most recent rate application
- Pension funding of an additional \$2 million, which will help mitigate adverse market conditions
- Projected coverage of 140%.

Mr. Lakshminarayanan, the RWA's Vice President of Engineering and Environmental Services, and Mr. Hill, the RWA's Interim Director of Operations, provided an update of the FY 2023 Strategic Action Plans & Global Metrics for the RWA's internal business process and key strategies. The key strategies under this perspective are effectively managing core utility business, sustainably managing natural resources, and embracing innovation and new technology.

- The development of action plans for the eight new risks added to the Risk Register
- A renewed RPB Dashboard for monitoring the financial and operational health of the organization
- Achievement of 100% compliance with disinfectant byproducts and continued efforts to meet strict water quality standards
- Participation in the first Legionella distribution system study by the Water Research Foundation and provided key data to the Connecticut Department of Public health
- The overhaul and repair of seven distribution system pumps using predictive maintenance to ensure continuous operation
- Associated with the Lead & Copper Rule Revisions the implementation of a governance model, development of a customer communications and operational plan, phase one of the inventory update, and collaborating with various health departments and municipal officials to develop communications
- RWA's participation in the accelerator program to bring in external and internal resources to aid in communications, grants, knowledge sharing, and lessons learned

- The deployment of pilot technology for leak detection, resulting in a reduction of unaccounted for water
- An update of the RWA's FY 2023 business continuity exercises
- The completion of six business process improvements
- Four enterprise-wide phishing campaigns
- The addition of improved standardized business practices related to distribution systems and the maintenance of critical assets

Committee members discussed unaccounted for water, leak detection, and artificial intelligence.

Mr. Bingaman reported that in FY 2023 the RWA exceeded four and met two of the seven global metrics. This allows RWA to make the global metric additional contribution to the 401k.

At 12:45 p.m., Mss. Bochan, Hector-Dale, Lufkin, Messrs. Beig, and Chainani entered the meeting.

Mr. Bingaman reported that earlier in the year employee work groups were formed to propose the initiatives to pursue in FY 2024 to involve employees in the planning process and to obtain diverse points of view. As a result, approximately 20 cross-functional employees worked together in four teams to propose the fiscal 2024 initiatives to advance the achievement of the 2025 Strategic Plan. The list of initiatives is based on the four perspectives of the balanced scorecard, which includes customers, employees, financial and internal business process.

Mr. Singh and Mr. Beig, the RWA's Billing & Collections Supervisor, reviewed the Customer and Constituents Perspective, which included:

- Improving customer satisfaction by reducing the number of customer water-quality complaints
- Achieve 100% of the CIS project's three fiscal 2024 key phase gates
- Fiscal 2024 E-billing and Auto Pay participation targets

Ms. Calo and Ms. Hector Dale, the RWA's Director, Business Partner & Talent, reviewed the initiatives under the Employee Learning & Growth Perspective, which included:

- Advancing Workforce Safety
- Succession Planning
- Employee Engagement Plan

Ms. Kowalski and Mr. Chainani, the RWA's Finance Manager, Commercial & Special Projects, reviewed the Financial Perspective, which included:

- Deployment of Well Services products, PipeSafe partnerships, and integrating acquisitions

Ms. Kowalski indicated that the focus on the expansion of commercial revenue sources is to invest back into the core utility, reducing debt financing and mitigating rate increases. She also mentioned the fiscal 2024 initiatives under the financial perspective that will be handled as part of normal work streams.

Mr. Lakshminarayanan and Ms. Lufkin, the RWA's Senior Planning Engineer, reviewed the Internal Business Process Perspective, which included:

- Mapping the remaining vertical assets
- The development of a comprehensive preventative maintenance program for our pump stations
- Determine the number of customer-side lead service lines and develop the work plan to replace
- Initiatives related to natural resources and infrastructure management and alternative cost-effective PFAS remediation techniques for South Cheshire wellfield

Committee members thanked management for the FY 2024 presentations.

After discussion, on motion made by Mr. Curseaden, seconded by Ms. LaMarr, the Committee voted to recommend to the Authority the RWA's FY 2024 Strategic Action Plan. The Chair called for the vote:

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Sack	Aye

Ms. Bochan, the RWA's Director of Customer Care, and Mr. Beig, provided a Collection Strategy Update, which included:

- Collection Tools
- Accounts Receivable
- Target Collections
- Next Steps

Ms. Bochan provided an overview of the RWA's customer service center, customer escalations, results of FY 2023 customer transaction survey, and FY 2024 planned initiatives.

At 2:55 p.m., on motion made by Ms. Sack, seconded by Ms. LaMarr, and unanimously carried, the committee meeting adjourned.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Sack	Aye

David Borowy, Chairman

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

Minutes of the May 25, 2023 Meeting

A regular meeting of the Environmental, Health & Safety Committee of the South Central Connecticut Regional Water Authority (“RWA”) took place on Thursday, May 25, 2023, at 90 Sargent Drive, New Haven, Connecticut and via remote access. Chairman Curseaden presided.

Present: **Committee** – Messrs. Borowy, Curseaden, and Mss. LaMarr and Sack
Management – Mss. Kowalski, Calo, Lufkin, and Velasquez, and Messrs. Bingaman, Donovan, Hill, Henley, Lakshminarayanan, Matharu, Singh, and Watsey
RPB – Mr. Jaser
Staff – Mrs. Slubowski

The Chair called the meeting to order at 12:47 p.m.

On motion made by Ms. LaMarr, seconded by Ms. Sack, the Committee voted unanimously to approve the minutes of the its meeting held on March 23, 2023.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Sack	Aye

Ms. Lufkin, the RWA’s Senior Planning Engineer, and Mr. Henley, the RWA’s Aquatic Resource Scientist, provided a summary of RWA’s Water Supply Plan update. She reported that the plan was last written in 2009 but not approved by the DPH until 2014. An updated and more streamlined version of the plan was completed in 2021 and submitted to the DPH in February. The updated plan is forward looking by 50 years and includes population and demand forecasts using technology that was not available previously.

Ms. Lufkin stated that the updated plan is designed to meet future demand and regulatory obligations.

Committee members discussed declining demand and the process and procedures associated with the Water Supply Plan.

Mr. Bingaman, the RWA’s President & Chief Executive Officer, highlighted that the report also provides valuable information to the RWA on the impact of stream flow regulations, capital planning and growth. The plan was developed to ensure that water utilities are meeting the projected demand and forces water utilities to take a proactive stance with the DPH for supply in a particular area.

At 1:13 p.m., Ms. Lufkin and Mrs. Henley withdrew from the meeting.

Mr. Watsey, the RWA’s Director of Public Affairs, provided a legislative update memorandum that included bills that the RWA provided written or verbal testimony on, and other bills of interest to the water industry.

Discussion ensued regarding RWA’s enabling legislation related to commercial enterprises and changes to allow more flexibility to board member restrictions. It was the consensus of the Committee to continue the discussion at its next meeting.

Ms. Velasquez, the RWA’s Environmental Compliance and Sustainability Lead, provided a summary of the Environmental Compliance update, which included:

- Comprehensive General Permit at West River Water Treatment Plant
- General Permit for Wastewater Discharges from Significant Industrial Users
- Comprehensive General Permit for Lake Gaillard Water Treatment Plant
- Spill Response
- Hazardous Building Material Inspections

At 1:39 p.m., on motion made by Mr. Borowy, seconded by Ms. Sack, and unanimously carried, the Committee voted to adjourn.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Sack	Aye

Kevin Curseaden, Chairman

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
Catherine E. LaMarr
Mario Ricozzi
Suzanne C. Sack

Cc: Larry Bingaman, President & CEO
Sunny Lakshminarayanan, VP, EES

From: Tom Barger, Water Quality Manager

Date: 24 August 2023

Subject: Lead and Copper Rule Revisions Update

The RWA continues to work in collaboration with their consultants (CDM Smith and WaterPIO) to complete all compliance requirements of the LCRR due on October 16, 2024. The following is a summary of key areas of focus:

- Communications:
 - RWA is nearing completion of a website related to the identification of the 'homeowner' side service lines which will include, among various educational materials, a detailed sketch of a typical service line, types of materials, self-identification tool and an informational video.
 - Once this website is complete in the next few weeks, a postcard will be mailed to those customers who have been identified as 'unknowns'. The card will request their participation in the self-identification survey (postcard mailing is contingent on the approval of both the RPB and municipal officials). This website will also be promoted on social media and other platforms. The initial targeted cities are New Haven and West Haven as they have been identified in EPA's Accelerator program (please see below) as they might be eligible for reimbursement related to printing and distribution of post cards. The same effort will be rolled out after the initial two cities.
 - Meetings with municipal officials continue to be scheduled to update them on the LCRR project and its various components. Future meetings will focus on the proposed locations of vacuum excavation, and updates pertaining to the field activities.
 - Customers impacted by field investigations/vacuum excavation will receive notices at both 30 days and 10 days prior to the commencement of work. They will also be notified of the determination of their water service line composition.

- GIS/LeadCAST:
 - As part of the RWA's contract with CDM Smith, we are working with CDM's subsidiary, Trinnex, to build and graphically depict the service line inventory as required by the LCRR. As per the LCRR, this information will have to be made public in October 2024.
- Funding:
 - In our most recent DWSRF applications, we submitted our latest cost estimates, including goosenecks and estimated customer side replacement. This assumes approximately 30% of the customer side 'unknowns' will turn out to be lead which is approximately 8,500 lines out of a total of 26,000 unknowns.
 - The field verification of the inventory needs to progress to further refine the cost estimate.
 - Based on the Fiscal 2023 DWSRF Intended Use Plan, for the lead line replacement projects the subsidy is 75% with a maximum of \$5 million under the Disadvantaged Communities Assistance Program and 25% and \$1 million for non-DCAP. RWA is intending to phase the project to optimize grants to the benefit the rate payers.
- Field Investigation:
 - The consultant has recommended an initial list of locations for service line material verifications. The list was filtered to areas of New Haven and West Haven using the EPA EJ Screen tool. The location of the vacuum excavations at a given address will be chosen in the field based upon the Vacuum Excavation Effective Procedure Guideline (VE EPG). It is anticipated that 1,000 potholes (500 verification addresses with 2 potholes at each location) will be conducted. Additional addresses will be added as needed to complete 500 addresses.
 - Currently, the RWA is evaluating a proposal for services from the CDM Smith and McVac Environmental Services (McVAC) to conduct pothole investigations. Once the proposal is internally reviewed, it will be sent to CT DPH for their review and acceptance prior to award of contract.
- EPA Accelerator Program:
 - The EPA is collaborating with state partners in a new initiative entitled 'Lead Service Line Replacement Accelerators' to identify and address existing compliance barriers and promote progress toward lead service line identification and replacement. Connecticut was one of four (4) states selected by the EPA to pilot this initiative, and the RWA is one of ten (10) public water utilities in Connecticut selected to participate in this program by CTDPH. We have had a few meetings with the EPA's contracted consultant to complete our specific Needs Assessment Survey.
 - As part of the Accelerator, it is expected that EPA will provide hands-on support to guide communities through the process of lead service line removals, from start to finish. This will include support in developing lead service line replacement plans, conducting inventories to identify lead pipes, increasing community outreach and education efforts, and supporting applications for Bipartisan Infrastructure Law funding.

- As we continue progressing toward the completion of required LCRR components, there are still outstanding issues which have been raised with the regulatory bodies and one of them pertained to the goosenecks.
 - On August 10, 2023, CTDPH announced their intention to expand the existing definition of a lead service line to include lead goosenecks. This significantly expands the number of service lines in our distribution system that will require replacement, both in terms of the number of lead lines but also impacting the number of galvanized services requiring replacement. We are in the process of re-categorizing goosenecks within the service line Inventory and further, assessing the overall impact to our program. the definition of a 'gooseneck' connection and its inclusion/exclusion as a lead service line; this clarification also can significantly impact the number of 'galvanized requiring replacement (GRR)' service lines the RWA will be obligated to replace as the status of the GRR is determined by the presence of upstream lead.

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

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

Cc: Larry Bingaman, President & CEO

From: Sunny Lakshminarayanan

Date: August 24, 2023

Subject: Business Continuity Work Plan

The tentative work plan is indicated as below and the specific tasks relating to the tabletop exercises will be developed using a cross-functional approach and the criticality of the assets and processes.

Task	Deliverables	Schedule
Task 1 Water Outage Emergency Response Plan Completion	<ul style="list-style-type: none"> Finalize Water Outage Emergency Response Plan 	August 2023 COMPLETED
Task 2 Business Continuity Plan Update	<ul style="list-style-type: none"> Update 25 department Business Continuity Plans. Update overarching Business Continuity Plan. 	February 2024 May 2024
Task 3 Emergency Exercises	<ul style="list-style-type: none"> Task 3.1 <ul style="list-style-type: none"> Complete two After Action Reports from exercises performed in FY2023. Task 3.2 <ul style="list-style-type: none"> Design and facilitate three in-person tabletop exercises with the following tasks for each exercise: <ul style="list-style-type: none"> Design exercise with three pre-planning meetings RWA BCE Teams will determine staff resources and availability for the tabletop exercises; Facilitate exercises for in person participation to reflect on the outcome of the exercise; and Draft an After Action Report that documents the results of the exercise including continual improvement activities. Task 3.3 <ul style="list-style-type: none"> Design and implement two functional emergency exercises that test setup and functionality at two recovery sites: Lake Gaillard and West River. Tasks for each exercise include the following: <ul style="list-style-type: none"> Design exercise with up to three pre-planning meetings; RWA BCE Teams will determine staff resources and availability for the tabletop exercises; Facilitate in person exercise for better outcome of the exercise; and 	Task 3.1 August 2023 Task 3.2 1 st : January 2024 2 nd : March 2024 3 rd : May 2024 Task 3.3 LGWTP: November 2023 WRWTP: April 2024

	<ul style="list-style-type: none"> ▪ Draft an After Action Report that documents the results of the exercise including continual improvement activities. 	
Task 4 Critical Component Failure Plan Updates for Engineering Department	<ul style="list-style-type: none"> • For each plan (i.e., (1) West River Water Treatment Plan; (2) Sugarloaf/Genessee Tunnel; and (3) North Cheshire Wellfield): <ul style="list-style-type: none"> ○ Draft the updated Critical Component Failure Plan ○ After review, update plan again and provide it to BCE folks from Engineering and Operations staff to review. ○ Interdepartmental meeting with Engineering and Operations staff to discuss the draft plan. ○ Finalize the plan for incorporation and update the Water Supply Plan. 	Begin meetings in September 2023 Draft Plans: February 2024 Final Plans: May 2024
Task 5.1 Emergency Preparedness and Business Continuity Program Management and Meetings	<ul style="list-style-type: none"> • Develop training and exercise schedule. • Develop continual improvement action items list. • Four meetings between June 2022 and May 2023 with the Training & Exercise Team to implement the training and exercise program; develop upcoming tabletop exercises and continual improvement action items. • Business Continuity Subcommittee between June 2023 and May 2024. The tentative times are fall and spring. 	Training & Exercise Team Meetings: September 2023 December 2023 March 2024 May 2024 (as needed) Subcommittee Meetings: October 2023 April 2024
Task 5.2 Support Completion of Continual Improvement Action Items	<ul style="list-style-type: none"> • Continuous improvement of business continuity action items. 	May 2024, ongoing
Task 6 Effective Practice Guideline Writing Support for I&C Department	<ul style="list-style-type: none"> • I&C Department: meeting monthly from June 2023 to May 2024 to discuss procedure development. • Draft procedures each month for a total of 35 EPGs 	Monthly meetings June 2023 through May 2024
Task 7	<ul style="list-style-type: none"> • Enterprise Security Manager to develop the plan. 	May 2024

Support Development of Cyber Security Plan		
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<http://www.rwater.com>

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

Cc: Larry Bingaman, President & CEO
Sunny Lakshminarayanan, VP, EES

From: Steve Vitko, Environmental Planning Manager

Date: 24 August 2023

Subject: Hazardous Waste Central Update

Question: Is it beneficial to keep the same pattern/program going or are modifications needed?

Update:

HazWaste Central helps area residents in member towns protect water quality by safely disposing household hazardous wastes. Since first opening in May of 1990, the program has properly disposed of waste from over 210,000 households. Located at RWA's headquarters at 90 Sargent Drive in New Haven, HazWaste Central is open from 9 a.m. until noon on Saturdays only, from May 20, 2023 through October 28, 2023. Satellite locations in 2023 include Orange, Guilford, Fairfield, Woodbridge, Milford, and Meriden. Each satellite includes a single day collection event located at the corresponding municipal location, which makes household hazardous waste collection even easier for local residents.

The program is free to residents of Bethany, Branford, Cheshire, East Haven, Fairfield, Guilford, Hamden, Madison, Meriden, Milford, New Haven, North Branford, North Haven, Orange, Wallingford, West Haven and Woodbridge. A visit to HazWaste Central is quick and easy, especially after releasing online registration in 2020. Participants never have to leave their cars, and the waste is off-loaded by licensed professional Clean Harbors staff.

Although the program is busiest at the beginning of the season, end of the season, and weekends after holidays, participating municipalities and their residents enjoy the regularity of weekly operation from May through October. The stability of ensuring professional licensed staff handling the hazardous waste properly is highly regarded for safety of the residents utilizing the program as well as limiting impact to the environment. In addition, Saturday operations at the permanent site (90 Sargent Drive, New Haven) and the satellite locations are feasible due to rotational municipal volunteers and RWA trained staff who are reimbursed at the cost of the Hazwaste Central budget.

The program allows businesses with Conditionally Exempt Small Quantity Generator (CESQG) status to participate by appointment only and they must pay for the services (CESQG disposal

costs do not get charged to participating municipalities, it is funded fully by the business). Limited businesses currently utilize this opportunity; however, additional advertising may be undertaken in future years to promote the program benefits to small businesses in RWA's service area.

The Hazwaste Central program is a cut-even program, meaning every dollar spent for RWA staff time, operating costs, and waste disposal costs are covered by the participating towns. RWA ratepayers do not subsidize the program costs and the program runs on a separate budget than the RWA. The only connection is that RWA fronts the operation and staff costs, then the towns reimburse the costs every 6 months. Hazwaste Central staff invoice the participating towns every 6 months (versus every year), so the RWA receives the fronted monies more regularly. Also, with both internal and external staffing, this program has been reasonably proficient in getting volunteers.

Please find attached the three program advertisements that outline the days and hours of operation, as well as the waste items that can be accepted under the program.



Brian M. Stone, Esq.
President, Director

Elizabeth Moore
Vice President, Director

Kate S. Powell
Secretary, Director

Marco Mutonji
Treasurer, Director

Susan S. Addiss
Director

Thomas P. Clifford III, Esq.
Director

Gordon Geballe
Director

Brian Kelahan
Director

Catherine LaMarr
Director

Martha Rice
Director

Amanda Schenkle
Director

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

DATE: August 18, 2023

TO: David Borowy
Kevin Curseaden
Catherine LaMarr
Mario Ricozzi
Suzanne Sack

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

-
1. The 24thth 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 2023
 - b. Watershed Fund Scholarships Granted in Fiscal Year 2023
 3. Fund balances as of August 16, 2023 are:
 - a. Fund reserved for scholarships: \$70,462
 - b. General (unrestricted fund): \$1,767,937
 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, 2023. They will present their report at the September 6, 2023 meeting of the Fund.
 5. Enclosed is the roster of the Fund' directors. The terms of Gordon Geballe, Catherine LaMarr, Marco Mutonji, and Rev. Scott expire at this meeting. These directors have expressed interest on remaining for another term.
 6. I recommend that Ms. LaMarr and Messrs. Geballe, Mutonji, and Scott be re-elected for another three-year term expiring at the 2026 annual meeting. Brief background information regarding these candidates is enclosed. 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 WATERSHED FUND – FY 2023 GRANT APPLICATIONS

Applicant	Project	Amount
Slate School North Haven, CT	Environmentalism for Student Centered Environmental Education – to assist students with incorporating the natural sciences and stewardship into everyday curriculum. Sharing student learning with environmental curriculum with a worldwide education audience. K-5 up to K-12 by 2029. Permanent position.	\$10,000
Solar Youth, Inc. New Haven, CT	Steward Team Watershed Appreciation Project – to support youth stewards ages 8-13 that incorporates hands-on outdoor education, leadership development, and environmental stewardship.	\$10,000
The New Haven Science Fair Program of the GNHCC New Haven, CT	The New Haven Science Fair Program – A four component investigative STEM program seeking to improve STEM learning opportunities in the New Haven Public schools.	\$10,250
Rainbow Recycling, Inc. New Haven, CT	Less Plastic, More Fish – An arts-integrated school ecoliteracy program and sustainability assessment information by CT Green LEAF Schools	\$10,000
Southern CT State University Business School New Haven, CT	Business School Sustainability Utility Management Program – philanthropic support in partnership with the SCCRWA for the School of Business Public Utilities Management (PUM) Fund.	\$40,000
Rock to Rock Earth Day Ride New Haven, CT	Rock to Rock Earth Day Ride – to raise critical support for local environmental projects (partnering w/20 organizations)	\$10,000
SCCRWA New Haven, CT	Land Acquisition – Lenhart property, 200 Saddle Court, Prospect, CT. Purchase of 43.34 acres of land owned by August Lenhart (dba Prospect Estates LLC)	\$20,000
New Haven Ecology Project New Haven, CT	Every Child Outside – Field trip program to create authentic experiences for urban youth in nature	\$10,000
Gather New Haven New Haven, CT	Expanding Environmental, Education in New Haven – to increase and diversify programming and to promote community environmental stewardship	\$10,000
SCCRWA New Haven, CT	Environmental Careers Summer Camp – invite 10 Common Ground HS Students to participate in a week-long summer program to learn about environmental job opportunities that exist within the water industry	Up to \$4,000
St. Martin de Porres Academy New Haven, CT	Nature's Classroom Science Experience Program at Camp in New Hampshire – to fund a week long Nature's Classroom in Hancock, NH for entire school (65 children & 10 Chaperones)	\$10,000
Total Grant Requests		144,250

THE WATERSHED FUND

Scholarship Applications

2023-2024 Academic Year

	Applicant	High School	Residence Town/City	College	Anticipated Field of Study
1.	Cronin, Devon	Seymour High School	Seymour	UCONN	Environmental Engineering
2.	Deschenne, Kieren Leif Dykstra (Junior)	Sound School	New Haven	Brown University	Marine Conservation Biology
3.	Grevelding, Colin (Freshman)	Cheshire High School	Cheshire	UCONN	Environmental Science
4.	Guerra, Carolina (Sophomore)	Common Ground	New Haven	Albertus Magnus	Biology
5.	Hernandez-Fortin (Freshman)	Sound School	West Haven	Eastern CT State University	Aquaculture and fisheries
6.	Hubbs, Evan (Junior)	Daniel Hand HS	Madison	University of Rhode Island	Environmental Life Science/Wildlife and Conservation Biology
7.	Huq, Adrian (Senior) (SILVERSTONE AWARD)	Metropolitan Business Academy	Derby	Tufts University	Environmental Studies
8.	Kapostas, Victor (Sophomore)	New Haven Academy	Ansonia	University of New Hampshire	Ocean Engineering
9.	Nash, Dylan (Sophomore) (YODER AWARD)	Hamden High School	Hamden	Curry College	Environmental Science
10.	Stefanovics, Amelia (Freshman)	Hill Regional Career High School	Branford	Yale University	Sustainable Development
11.	Urda, Marissa (Junior)	Amity Regional High School	Woodbridge	Sacred Heart University	Coastal Marine Biology/Environmental Science

CCB WSF Scholarships **Total 11**, Representing 10 Towns, attending 10 colleges/universities

CCB WSF Scholarship \$4,500

Yoder Award - \$5,000

David Silverstone Award - \$7,000

Total for 2023 - \$52,500

Watershed Fund: Scholarships

Fund ID: WATE-S

Market Value ⓘ
as of 8/16/2023
\$70,462.09

Spendable Balance ⓘ
as of 12/31/2023
\$70,394.84

The Fund Details tab below allows you to explore all facets of your fund. You can drill down into the categories below by clicking on any of the totals. Historic fund values can be found on the Market Value tab. If you would like to view a recent statement, click on the View Statement button.

- Select funds
- View statement
- Email statement
- Print page

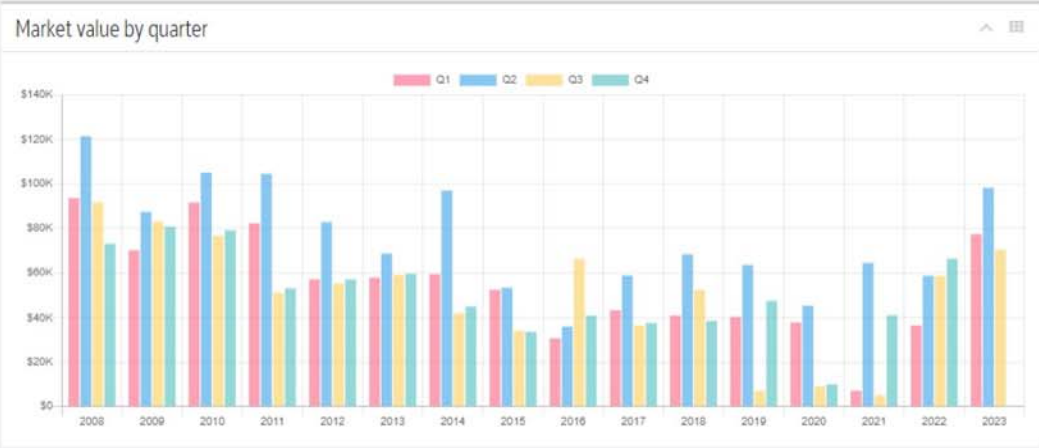
Fund details

Market value

Year range

All

Market value				
<div>Find in this list</div> <div>Export</div> <div>Columns</div>				
Calendar year	Q1	Q2	Q3	Q4
2023	\$77,309.45	\$98,029.34	\$70,462.09	\$0.00
2022	\$36,505.59	\$58,592.70	\$58,473.66	\$66,456.91
2021	\$6,832.32	\$64,572.63	\$4,914.28	\$41,107.54
2020	\$37,932.80	\$45,384.79	\$8,704.99	\$9,665.04
2019	\$40,432.00	\$63,628.42	\$6,760.50	\$47,557.08
2018	\$41,032.60	\$68,348.69	\$52,411.57	\$38,651.55
2017	\$43,410.34	\$58,728.99	\$36,495.48	\$37,736.32
2016	\$30,630.91	\$35,881.68	\$66,407.15	\$41,005.23
2015	\$52,419.80	\$53,399.61	\$33,982.54	\$33,486.70
2014	\$59,475.61	\$96,880.86	\$41,994.56	\$45,059.42



Watershed Fund: Unrestricted

Fund ID: WATE-U

Market Value ⁱ \$1,767,937.19
as of 8/16/2023

Spendable Balance ⁱ \$1,765,958.19
as of 12/31/2023

The Fund Details tab below allows you to explore all facets of your fund. You can drill down into the categories below by clicking on any of the totals. Historic fund values can be found on the Market Value tab. If you would like to view a recent statement, click on the View Statement button.

- Select funds
- View statement
- Email statement
- Print page

Fund details Market value

Year range
All

Market value				
<div>Find in this list</div> <div>ExportColumns</div>				
Calendar year	Q1	Q2	Q3	Q4
2023	\$1,784,698.31	\$1,772,917.93	\$1,767,937.19	\$0.00
2022	\$1,988,487.44	\$1,759,185.58	\$1,682,781.71	\$1,729,690.39
2021	\$2,121,886.53	\$2,150,342.85	\$2,137,417.39	\$2,118,850.84
2020	\$1,559,726.32	\$1,817,163.69	\$1,876,056.88	\$2,085,490.72
2019	\$1,802,930.59	\$1,764,639.95	\$1,749,580.04	\$1,854,276.35
2018	\$1,856,871.57	\$1,801,857.47	\$1,834,872.86	\$1,660,374.31
2017	\$1,702,918.14	\$1,736,326.43	\$1,796,000.14	\$1,834,333.37
2016	\$1,587,036.86	\$1,572,026.11	\$1,612,785.46	\$1,609,554.44
2015	\$1,679,646.70	\$1,688,475.24	\$1,574,511.25	\$1,610,905.38
2014	\$1,626,653.55	\$1,622,166.95	\$1,605,044.48	\$1,616,559.39



THE CLAIRE C. BENNITT WATERSHED FUND

WSF Directors*

(3-year terms)

2023

G. Geballe
C. LaMarr
M. Mutonji
Rev. Scott

2024

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

2025

S. Addiss
B. Kelahan
M. Rice
A. Schenkle

**According to Article III(a) of the CCB WSF Bylaws, the Corporation shall have not less than five (5) nor more than fifteen (15 Directors). The total number of Directors shall be divided into three (3) classes, each class consisting of one-third (1/3) of such directors or as close to one-third as is possible.*

CLAIRE C. BENNITT WATERSHED FUND

DIRECTOR BIOGRAPHIES

AUGUST 24, 2023

Gordon Geballe, Director

Gordon Geballe is the Associate Dean for International Outreach and Lecturer at the Yale School of the Environment. His community activities include Chair of the International Festival of Arts & Ideas, Board of Directors New Haven Urban Resources Initiative, Treasurer, Board of Directors.

Catherine E. LaMarr, Director

Catherine LaMarr is the Secretary/Treasurer of the Regional Water Authority. Attorney LaMarr is the Deputy Corporation Counsel responsible for transactions and policies for the City of New Haven. Prior to joining the City's Office of the Corporation Counsel, Ms. LaMarr served as the General Counsel for the Office of the Connecticut Treasurer for 20 years and was in private practice for 15 years.

Attorney LaMarr's experience includes negotiating terms of billions of dollars of investments in domestic and international private equity, hedge and real estate funds, investment management agreements for domestic and foreign public markets, commodities purchases, and mergers and acquisitions; public finance; developing policies and procedures for corporate governance, ESG priorities, risk management, asset recovery, cyber-security, and regulatory compliance; and managing domestic class action and foreign group litigation.

Ms. LaMarr is a founding board member of the Connecticut Center for Arts and Technology and serves as the Treasurer of the ConnCAT board. She is an alumna of Cornell University and the Howard University School of Law.

Marco Mutonji, Director

Marco Mutonji is married and a proud father of two young children. He is a Certified Public Accountant (CPA), and currently works as a Financial Analyst for Yale University and serves as a Board Director and Treasurer for The Claire C. Bennitt Watershed Fund, Inc. In his spare time, he loves to swim and play basketball. During the summer months, he volunteers as a basketball coach at the Woodbridge Trinity Sports and Art Camp. One of his goals in life is to create a safe and healthy environment for our children and generations to come.

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

Rev. Prof. John Henry Scott III, Esq. is Pastor of Jesus Stands for Love and Justice Ministries, Inc., New Haven, CT and is a tenured Full Professor of Business at Gateway Community College, New Haven, CT. Rev. Prof. Scott is a graduate of Suffolk County Community College, Long Island, N.Y., a graduate of the State University of New York at Stony Brook, Harvard University School of Divinity, and Hofstra University School of Law. He is a recipient of the prestigious United States Small Business Administration 2005 Minority Small Business Champion Award for the entire state of Connecticut and all of New England, recipient of 2007 Chancellor and the Board of Trustees of the Community-Technical College Merit Recognition Award, recipient of the 2011 GCC Faculty of the Year Award, member of GCC Academic Standards Committee, GCC Business Pre-Law Advisor, member of Gateway to Excellence, board member of South Central Connecticut Regional Water Authority Claire C. Bennitt Watershed Fund, member of New Haven Bar Association, member of National Business Education Association, member of International Society for Business Education, former member of the State of Connecticut Racial and Ethnic Disparity Commission in the Criminal Justice System, former Lyndon B. Johnson Congressional Scholarship Intern, former United States Senate Intern, Eagle Scout, and etc. Rev. Prof. Scott is President and CEO of Wellness and Living the American Dream, Inc. He is a soughtafter motivational lecturer whose focus is for the hearer to live the American Dream. Rev. Prof. Scott has been married to Mrs. Dawn E. Scott, Esq. for over 37 years. His wife is the first African American President in the history of the Connecticut Women United Church of Christ. They have two sons – John IV and Julian, and a grandson – Jaiden.

SOUTH CENTRAL CONNECTICUT REGIONAL WATER AUTHORITY

AUGUST 24, 2023

PROPOSED RESOLUTION

RESOLVED, that the following persons be, and hereby are, reappointed as Directors of the Claire C. Bennett Watershed Fund, Inc., to serve in such capacity until the annual meeting of the sole member in 2026, or until they otherwise lawfully cease to hold such office: Gordon Geballe, Catherine LaMarr, Marco Mutonji, Rev. Prof. John Henry Scott, Esq.

DRAFT

**South Central Connecticut Regional Water Authority
Minutes of the July 27, 2023 Meeting**

The regular meeting of the South Central Connecticut Regional Water Authority (“RWA” or “Authority”) took place on Thursday, July 27, 2023, at 90 Sargent Drive, New Haven, Connecticut and via remote access. Chairman Borowy presided.

Present: **Authority** – Messrs. Borowy, Curseaden and Ricozzi, and Mss. LaMarr and Sack
 Management – Mss. Kowalski and Calo, and Messrs. Bingaman, Donovan, Hill, Lakshminarayanan, and Singh
 Staff – Mrs. Slubowski

The Chair called the meeting to order at 12:32 p.m. He reviewed the Safety Moment distributed to members.

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

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Aye

At 1:48 p.m., the Authority reconvened.

On motion made by Ms. LaMarr, seconded by Mr. Ricozzi, 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 22, 2023 meetings.
2. Capital budget authorization for August 2023.

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 \$3,900,000 for the month of August 2023 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 2024 for all Capital Improvement Projects to be exceeded.

3. Capital budget transfer notifications detailed in Ms. Kowalski’s memorandum dated July 21, 2023.
4. Monthly financial report for June 2023.
5. Accounts receivable update for June 2023.
6. Revised FY24 Global Metrics.

Borowy	Aye
Curseaden	Aye

LaMarr	Aye
Ricozzi	Aye
Sack	Aye

Chair Borowy reviewed changes to Authority committee chair assignments for FY 2024. In addition to Ms. LaMarr's position as chair of the Audit-Risk Committee, she will also chair the Pension & Benefit Committee; Mr. Curseaden will continue to chair the Commercial Business Committee and will also chair the Compensation Committee, which has been expanded to include human resource responsibilities; Mr. Ricozzi will chair the Environmental, Health & Safety Committee; and Ms. Sack will chair the Strategic Planning Committee.

He also commented that the Authority would revisit its enabling legislation to discuss upcoming changes to potentially go before the legislature. Mr. Curseaden will act as lead on behalf of the Authority and work with the Representative Policy Board to discuss interest.

Authority members reported on recent RPB committee meetings.

At 1:55 p.m., Ms. Sack withdrew from the meeting and the Authority recessed the meeting for a short break.

[BREAK FROM 1:55 P.M. TO 2:10 P.M.]

Mr. Singh, the RWA's Chief Information Digital Officer & Vice President of Customer Care, provided a Customer Information System Update, which included:

- First phase milestone celebration
- Accomplishments
- Current Activities
- Next Steps

Mr. Bingaman, the RWA's President & Chief Executive Officer had no updates to report.

At 2:12 p.m., on motion made by Mr. Curseaden, seconded by Mr. Ricozzi, and unanimously carried, the Authority voted to recess the meeting to meet as the Compensation Committee.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Absent

At 4:03 p.m., the Authority reconvened.

Ms. LaMarr moved for approval of the following resolutions, as recommended by the Pension & Benefit Committee:

RESOLVED, that the Tenth Amendment to the Authority Voluntary Investment Plan be, and it hereby is, approved and adopted, effective as of the date set forth therein, in substantially the form of the Tenth Amendment attached hereto; and be it

FURTHER RESOLVED, that the Eleventh Amendment to the Authority Voluntary Investment Plan be, and it hereby is, approved and adopted, subject to the approval, by

the Representative Policy Board, of the application for the Purchase of Assets of Target Two, A confidential Plumbing Company effective as of the date set forth therein, in substantially the form of the Eleventh Amendment attached hereto; and be it

FURTHER RESOLVED, that the Chairperson of the Authority be, and he hereby is, authorized, empowered, and directed to execute the Tenth Amendment and the Eleventh Amendment to the Authority Voluntary Investment Plan on behalf of the Authority, in substantially the forms of the Tenth Amendment and Eleventh Amendment attached hereto, with all such additional or different terms and provisions as the Chairperson shall approve as being in the best interests of the Authority, his execution and delivery thereof to be conclusive evidence of such approval, and the appropriate officers of the Authority are authorized, empowered and directed to take any and all additional actions which they deem necessary or appropriate in order to implement the same.

Mr. Ricozzi seconded the motion. The Chair called for the vote and the resolutions were adopted unanimously.

Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Absent

At 4:05 p.m., on motion made by Mr. Curseaden, seconded by Mr. Ricozzi, and unanimously carried, the Authority meeting adjourned.


Borowy	Aye
Curseaden	Aye
LaMarr	Aye
Ricozzi	Aye
Sack	Absent

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
Catherine E. LaMarr
Mario Ricozzi
Suzanne C. Sack

FROM:  Rochelle Kowalski
Vice President & Chief Financial Officer

DATE: August 18, 2023

SUBJECT: Capital budget authorization request for September 2023

Attached for your meeting on August 24, 2023, is a copy of the resolution authorizing expenditures against the capital improvement budget for September 2023. The amount of the requested authorization, for funds held by the trustee, is \$3,400,000.

This would result in projected expenditures through September 2023 of \$11,657,836 or 20.1% of the total 2024 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 \$3,400,000 for the month of September 2023 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 2024 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
Catherine E. LaMarr
Mario Ricozzi
Suzanne C. Sack

FROM:



Rochelle Kowalski

DATE:

August 18, 2023

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
Beach Avenue Right of Way, East Haven	\$130,000	90 Sargent Drive HVAC Improvements
Beach Avenue Right of Way, East Haven	\$46,500	Safety Equipment
Contracts Database Replacement	\$20,000	Budget Tool Replacement
Procurement Enhancements	\$40,000	Budget Tool Replacement
Great Plains Enhancements	\$20,000	Budget Tool Replacement

CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	8/17/2023	Type	Log	Mo/Yr
Requesting Division:	Operations	B2	24-05	Aug/23
Requested By:	Charles Gaura			

Transfer From:	
Account Number:	001-000-107143-040007
Project Description:	Beach Avenue Right-of-Way, East Haven
A) Original Budget	\$ 420,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 130,000
D) Revised Budget (A+/-B-C)	\$ 290,000
E) Estimated Project Costs	\$ -
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 290,000
<p>Explanation why funds are available:</p> <p>The Army Corps of Engineers permit required for the project is now not expected to be issued until Spring of calendar year 2024. Due to the location of the project, which is a beach neighborhood with summer cottages, commencement of work following receipt of the permit will be deferred until Fall of calendar year 2024 to minimize disruption to residents of the area.</p>	

Transfer To:	
Account Number:	001-000-107190-104012
Project Description:	90 Sargent Drive HVAC Improvements
A) Original Budget	\$ 120,000
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ 120,000
D) Amount to be Transferred	\$ 130,000
E) Proposed Revised Budget (C+D)	\$ 250,000
<p>Explanation why funds are needed:</p> <p>This amendment is necessary to increase the budget for the planned replacement of the existing HVAC units for the 90 Sargent Drive main server room. These existing units have reached the end of their life cycle and have required frequent repairs over the last several years. These units provide cool air and humidity control for the main server room. The server room is houses the servers for all of the computers, SCADA, and Control Room activities. Improper temperature and humidity conditions can cause malfunction, leading to catastrophic failure of equipment, and loss of essential data. These units can be removed and repurposed in a different location if necessary.</p>	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	8/17/2023
2) Donor Vice President/Director	<i>approved at CMC</i>	8/17/2023
3) Vice President - Finance	<i>approved at CMC</i>	8/17/2023
4) Executive Vice President & Chief Operating Officer	DocuSigned by: <i>Larry Binzaman</i>	8/18/2023
5) Chief Executive Officer		
6) Authority Members	Copy of minutes attached if required	

CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	08/17/2023	Type	Log	Mo/Yr
Requesting Division:	Operations	B1	24-06	Aug/23
Requested By:	Edward Gierla			

Transfer From:	
Account Number:	001-000-107143-040007
Project Description:	Beach Avenue Right-of-Way, East Haven
A) Original Budget	\$ 420,000
B) Total Previous Transfers (In or Out)	\$ 130,000
C) This Transfer	\$ 46,500
D) Revised Budget (A+/-B-C)	\$ 243,500
E) Estimated Project Costs	\$ -
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 243,500
Explanation why funds are available: The Army Corps of Engineers permit required for the project is now not expected to be issued until Spring of calendar year 2024. Due to the location of the project, which is a beach neighborhood with summer cottages, commencement of work following receipt of the permit will be deferred until Fall of calendar year 2024 to minimize disruption to residents of the area.	

Transfer To:	
Account Number:	To be created
Project Description:	Safety Equipment
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ -
D) Amount to be Transferred	\$ 46,500
E) Proposed Revised Budget (C+D)	\$ 46,500
Explanation why funds are needed: This amendment will fund the purchase of self-contained breathing apparatus (SCBA) units with storage cabinets for the Lake Saltonstall, Lake Gaillard and West River Water Treatment Plants and all wellfield sites. These units have been recommended by ConnOSHA for use by RWA personnel in the event of an emergency situation such as a chemical spill, where staff would need to respond to an area with unknown air quality. The Lake Whitney Water Treatment Plant is the only treatment site presently equipped with SCBA units. Total project cost is \$46,500.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	approved at CMC	08/17/2023
2) Donor Vice President/Director	approved at CMC	08/17/2023
3) Vice President - Finance	approved at CMC	08/17/2023
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:	08/17/2023	Type	Log	Mo/Yr
Requesting Division:	Customer Care/IT	B1	24-07	Aug/23
Requested By:	Edward Carboni			

Transfer From:	
Account Number:	001-000-107181-100428
Project Description:	Contracts Database Replacement
A) Original Budget	\$ 50,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 20,000
D) Revised Budget (A+/-B-C)	\$ 30,000
E) Estimated Project Costs	\$ 30,000
F) Remaining Funds Available for Transfer, if any (D-E)	
Explanation why funds are available: FY 2024 project work is expected to complete underbudget.	

Transfer To:	
Account Number:	001-000-107181-100443
Project Description:	Budget Reporting Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ -
D) Amount to be Transferred	\$ 20,000
E) Proposed Revised Budget (C+D)	\$ 20,000
Explanation why funds are needed: Amendment 1 of 3: This amendment will fund the replacement of our current payroll system (Forecaster). The current system is no longer supported, and does not function properly. The new system will not only replace the current payroll system, but will also provide O&M budget capability. Total cost is estimated at \$80,000.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	08/17/2023
2) Donor Vice President/Director	<i>approved at CMC</i>	08/17/2023
3) Vice President - Finance	<i>approved at CMC</i>	08/17/2023
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:	08/17/2023	Type	Log	Mo/Yr
Requesting Division:	Customer Care/IT	B1	24-08	Aug/23
Requested By:	Edward Carboni			

Transfer From:	
Account Number:	001-000-107198-100441
Project Description:	Procurement Enhancements
A) Original Budget	\$ 40,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 40,000
D) Revised Budget (A+/-B-C)	\$ -
E) Estimated Project Costs	\$ -
F) Remaining Funds Available for Transfer, if any (D-E)	\$ -
Explanation why funds are available: FY 2024 project work will be completed as part of the Construction Database project.	

Transfer To:	
Account Number:	001-000-107181-100443
Project Description:	Budget Reporting Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ 20,000
C) Revised Budget (A+/-B)	\$ 20,000
D) Amount to be Transferred	\$ 40,000
E) Proposed Revised Budget (C+D)	\$ 60,000
Explanation why funds are needed: Amendment 2 of 3: This amendment will fund the replacement of our current payroll system (Forecaster). The current system is no longer supported, and does not function properly. The new system will not only replace the current payroll system, but will also provide O&M budgeting capability. Total cost is estimated at \$80,000.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	<i>approved at CMC</i>	08/17/2023
2) Donor Vice President/Director	<i>approved at CMC</i>	08/17/2023
3) Vice President - Finance	<i>approved at CMC</i>	08/17/2023
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:	08/17/2023	Type	Log	Mo/Yr
Requesting Division:	Customer Care/IT	B1	24-09	Aug/23
Requested By:	Edward Carboni			

Transfer From:	
Account Number:	001-000-107181-107400
Project Description:	Great Plains Enhancements
A) Original Budget	\$ 50,000
B) Total Previous Transfers (In or Out)	\$ 20,000
C) This Transfer	\$ 20,000
D) Revised Budget (A+/-B-C)	\$ 50,000
E) Estimated Project Costs	\$ 50,000
F) Remaining Funds Available for Transfer, if any (D-E)	
<p>Explanation why funds are available:</p> <p>FY 2024 project work is expected to complete under budget.</p>	

Transfer To:	
Account Number:	001-000-107181-100443
Project Description:	Budget Reporting Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ 60,000
C) Revised Budget (A+/-B)	\$ 60,000
D) Amount to be Transferred	\$ 20,000
E) Proposed Revised Budget (C+D)	\$ 80,000
<p>Explanation why funds are needed:</p> <p>Amendment 3 of 3: This amendment will fund the replacement of our current payroll system (Forecaster). The current system is no longer supported, and does not function properly. The new system will not only replace the current payroll system, but will also provide O&M budgeting capability. Total cost is estimated at \$80,000.</p>	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director	approved at CMC	08/17/2023
2) Donor Vice President/Director	approved at CMC	08/17/2023
3) Vice President - Finance	approved at CMC	08/17/2023
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer		
6) Authority Members	Copy of minutes attached if required	

REGIONAL WATER AUTHORITY
REVIEW OF FINANCIAL DATA
July 31, 2023 (FY 2024)

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

Operating Revenues

FY23 revenue for water, including wholesale and fire service, is over budget by \$116k (approx. 0.5%).
Metered water revenue is over budget by \$116k (approx. 0.5%).

Total net other revenue is \$205k over budget primarily due to other water revenues being higher and other proprietary expense being lower than 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.	\$ (582,000)
Utilities & Fuel is under budget primarily due to timing.	(81,000)
Pump Power is under budget primarily due to weather related lower production.	(143,000)
Chemicals Expense is under budget due to timing and lower production.	(120,000)
Postage is under budget primarily due to liming.	(84,000)
Collection Expense is under budget primarily due to lower year-to-date bank fees and collection related expenses, including higher than budgeted rebilling.	(71,000)
Outside Services is running under budget in multiple areas.	(96,000)
Training and continued education is under budget primarily due to timing.	(71,000)
Info. Technology Licensing & Maintenance Fees are under budget primarily due to timing.	(113,000)
Maintenance & Repairs are over budget through July primarily due to a pump repair.	114,000
All Other	<u>(181,000)</u>
	(1,428,000)

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.

REGIONAL WATER AUTHORITY
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE MONTHS ENDING JULY 31, 2023

Pg 2

	FY 2023 Actual	FY 2024 Budget	FY 2024 Actual	(Under)Over Budget
Operating revenues				
Metered water revenues	\$ 21,128	\$ 22,220	\$ 22,336	\$ 116
Fire service	2,149	2,237	2,216	(21)
Wholesale	185	145	166	21
Other revenue - water	729	693	816	123
Other revenue - proprietary	1,603	1,875	1,841	(34)
Total operating revenues	25,794	27,170	27,375	205
Operating expenses				
Operating and maintenance expense	8,910	11,590	10,162	(1,428)
Expense associated with other revenue - water	318	360	351	(9)
Expense associated with other revenue - proprietary	639	727	620	(107)
Provision for uncollectible accounts	160	100	-	(100)
Depreciation	4,098	4,050	4,050	-
Payment in lieu of taxes	1,487	1,537	1,533	(4)
Amortization Pension Outflows/Inflows	73	91	91	0
Amortization OPEB Outflows/Inflows	(102)	(110)	(110)	0
Total operating expenses	15,583	18,345	16,697	(1,647)
Operating income	10,211	8,825	10,678	1,853
Nonoperating income and (expense)				
Interest income	712	1,346	1,828	482
(Loss) Gain on disposal of assets	-	-	-	-
Realized and unrealized (losses) gains on investment	-	-	-	-
Interest expense	(3,865)	(3,753)	(3,739)	14
Amortization of bond discount, premium, issuance cost and deferred losses	532	477	476	(1)
Amortization of Goodwill	-	-	-	-
Intergovernmental revenue	-	-	-	-
Contributions to related entities	-	-	-	-
Total nonoperating income and (expense) before capital contribution	(2,621)	(1,931)	(1,435)	495
Income (expense) before contributions	7,590	\$ 6,895	9,242	\$ 2,349
Capital contributions	400	-	(0)	-
Change in net assets	7,990	-	9,242	-
Total net assets - beginning of fiscal year	252,020	-	283,516	-
Total net assets - end of reporting month	\$ 260,011	-	\$ 292,758	-

	Budget FY 2024 @114%	Projected FY 2024 @114%	(Under)Over FY 2024 @114%
FY 2024 MAINTENANCE TEST (Budget vs. Projected)			
Revenue Collected:			
Water sales	129,136	128,636	(500)
Interest Income	3,371	3,871	500
BABs Subsidy	657	657	-
Other Net	8,468	8,468	-
Common Non-Core	(375)	(375)	-
Total	141,257	141,257	-
Less:			
Operating and maintenance expenses	(69,318)	(69,318)	-
Depreciation	(8,875)	(8,875)	-
PILOT (A)	(9,100)	(9,100)	-
Net Avail for Debt Service (B)	\$ 53,964	\$ 53,964	\$ -
Debt Service Payments (C)	\$ 47,207	47,207	\$ -
Debt Service @ 114% (D)	\$ 53,816	53,816	\$ -
Difference (B-D)	\$ 148	\$ 148	-
RSF, Growth and/or General Fund (D)	-	-	-
Coverage	114%	114%	-

**REGIONAL WATER AUTHORITY
OPERATING AND MAINTENANCE EXPENSE
JULY 31, 2023**

Pg 3

PERIOD ENDING JULY 31, 2023

	FY 2023	FY 2024	FY 2024	(Under)
	Actual	Budget	Actual	Over
1 Payroll	\$ 3,844	\$ 4,126	\$ 3,543	\$ (582)
2 Employee Benefits	1,099	1,597	1,590	(7)
Pension Contributions	444	332	332	0
3 Administrative Building	139	197	152	(45)
4 General & Administrative	200	314	275	(38)
5 Transportation	84	157	138	(18)
6 Tools & Stores	23	62	53	(9)
7 Utilities & Fuel	143	289	207	(81)
8 Material From Inventory	47	55	40	(15)
9 Pump Power Purchased	476	597	454	(143)
10 Chemicals	449	789	669	(120)
11 Road Repairs	22	54	23	(31)
14 Postage	57	83	(0)	(84)
15 Printing & Forms	6	15	4	(11)
17 Collection Expense	150	236	165	(71)
18 Business Improvement	11	57	34	(23)
19 Public/Customer Information	27	30	46	16
20 Outside Services	413	855	759	(96)
21 Insurance Premiums	231	281	326	45
22 Worker's Compensation, pre-Churchill	6	7	(6)	(13)
23 Damages	4	12	2	(10)
24 Training & Cont. Education	11	106	35	(71)
25 Authority Fees	23	28	16	(13)
26 Consumer Counsel	9	10	10	0
27 RPB Fees	12	28	14	(14)
28 Organizational Dues	28	18	11	(7)
29 Donations	-	4	5	1
34 Central Lab/Water Quality	2	64	71	7
40 Environmental Affairs	7	15	20	5
44 Info. Technology Licensing & Maintenance Fees	458	573	460	(113)
45 Maintenance and Repairs	440	560	674	114
46 Regulatory Asset Amortization	46	39	39	0
	<u>\$ 8,910</u>	<u>\$ 11,590</u>	<u>\$ 10,162</u>	<u>\$ (1,428)</u>

South Central Regional Water Authority

Analysis of Accounts Receivable ("A/R")

(\$000 omitted)

Denotes City of New Haven Invoicing (pre-monthly billing)

Total Accounts Receivable Aging (in days)

	Jul-23	Jun-23	May-23	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2023	2023	2023	2023	2023	2023	2023	2022	2022	2022	2022	2022	2022
Under 30	\$ 8,725	\$ 7,293	\$ 5,586	\$ 6,922	\$ 4,954	\$ 5,926	\$ 6,550	\$ 6,158	\$ 6,197	\$ 7,228	\$ 8,082	\$ 7,220	\$ 8,465
31-60	1,823	1,183	1,498	1,513	1,615	1,865	1,621	1,910	2,267	2,454	2,403	2,481	2,216
61-90	543	650	498	703	786	1,062	1,070	1,053	966	868	1,222	882	731
91-180	1,162	1,085	1,171	1,111	1,301	1,583	1,558	1,516	1,382	1,492	1,603	1,476	1,714
181-360	1,393	1,295	1,452	1,458	1,591	1,680	1,890	1,828	2,159	2,083	2,014	2,201	1,889
More than 1 year	4,908	4,682	4,676	4,864	5,036	5,263	5,239	5,085	4,950	5,090	5,181	4,991	5,085
Sub Total	18,554	16,188	14,881	16,571	15,283	17,379	17,928	17,550	17,921	19,215	20,505	19,251	20,100
Interest due	1,681	1,633	1,618	1,627	1,668	1,699	1,674	1,651	1,648	1,624	1,629	1,561	1,502
Total Gross A/R plus interest	\$ 20,235	\$ 17,821	\$ 16,499	\$ 18,198	\$ 16,951	\$ 19,078	\$ 19,602	\$ 19,201	\$ 19,569	\$ 20,839	\$ 22,134	\$ 20,812	\$ 21,602

Aged Accounts Receivable Focus of Collection Efforts

	Jul-23	Jun-23	May-23	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2023	2023	2023	2023	2023	2023	2023	2022	2022	2022	2022	2022	2022
Greater than 60 days:													
A/R	\$ 9,431	\$ 9,116	\$ 9,154	\$ 9,502	\$ 10,121	\$ 11,020	\$ 11,172	\$ 10,864	\$ 10,820	\$ 10,879	\$ 11,378	\$ 10,956	\$ 10,666
Less: Multi-Tenants	(2,412)	(2,035)	(2,435)	(2,868)	(2,705)	(2,806)	(2,923)	(2,831)	(2,900)	(2,931)	(2,812)	(2,762)	(2,690)
Receiverships	(2,004)	(1,919)	(1,834)	(1,941)	(1,932)	(2,013)	(1,996)	(1,981)	(1,975)	(1,957)	(1,976)	(1,952)	(1,962)
Liens	(1,961)	(1,935)	(1,583)	(1,703)	(1,778)	(1,793)	(1,835)	(1,867)	(1,808)	(1,803)	(2,069)	(2,105)	(2,210)
Total	\$ 3,054	\$ 3,227	\$ 3,302	\$ 2,990	\$ 3,706	\$ 4,408	\$ 4,418	\$ 4,185	\$ 4,137	\$ 4,188	\$ 4,521	\$ 4,137	\$ 3,804
	32%	35%	36%	31%	37%	40%	40%	39%	38%	38%	40%	38%	36%

Collection Efforts

	Jul-23	Jun-23	May-23	April	March	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July
	2023	2023	2023	2023	2023	2023	2023	2022	2022	2022	2022	2022	2022
Shuts *	\$ 75	\$ 65	\$ 115	\$ 95	\$ 167	\$ 48	\$ 51	\$ 61	\$ 80	\$ 143	\$ 1	\$ 2	\$ 1
Red Tags **	3	17	-	-	-	-	-	-	-	-	-	-	-
Receivers	24	33	47	60	48	71	2	44	64	34	47	27	17
Top 100 Collection Calls	29	20	5	21	41	25	216	-	-	39	119	834	385
Other ⁽¹⁾	940	993	1,177	1,507	1,517	1,429	1,346	1,550	1,665	1,890	1,227	576	1,441
Total	\$ 1,071	\$ 1,128	\$ 1,344	\$ 1,683	\$ 1,773	\$ 1,573	\$ 1,615	\$ 1,655	\$ 1,809	\$ 2,106	\$ 1,394	\$ 1,439	\$ 1,844

* Number of shuts

199

134

328

212

292

106

134

150

198

295

3

1

1

** Number of Red tags

15

28

-

-

-

-

-

-

-

-

-

-

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

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
Catherine E. LaMarr
Mario Ricozzi
Suzanne C. Sack

FROM: Rochelle Kowalski

DATE: August 18, 2023

SUBJECT: Capital Budget Transfer – Type B3 Amendments

As prescribed in the Capital Budget Manual, Exhibit 12, Capital Budget Amendment Procedure, Part 1, Type B Amendment, Item 3, Authority approval is required for a transfer of funds from an existing capital account to either another capital account or a newly created capital account if the value is greater than \$500,000.

Lake Gaillard Water Treatment Plant Filter Underdrain Replacement: This amendment will fund the project work associated with the replacement of the existing clay tile underdrain with a stainless-steel underdrain. This work was originally planned for inclusion as part of the Filter Media Replacement program. However, this work is specialty work and cannot be performed by the filter media supplier. RWA typically bids the filter media contracts on an annual basis as part of the program. The filter underdrains have not been replaced since the plant was put into operation and are beyond their service life. There are also signs of underdrain failure, including media present inside the underdrains. Hence, the filter underdrains have to be replaced and since this work requires specialty contractors, the RWA bid the work and the total project costs are estimated at \$1,600,000 based on bids received.

The following resolution will be necessary to carry out the foregoing:

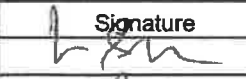
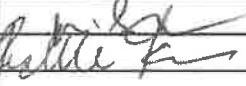
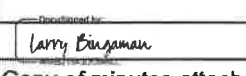
Resolved: that the Authority approves the transfer of \$700,000 from the Northern Service Area Expansion capital budget account, \$500,000 from the Spring Street Pump Station Replacement capital budget account, and \$400,000 from the Lake Gaillard Water Treatment Plant HVAC Improvements capital budget account to the Lake Gaillard Water Treatment Plant Filter Underdrain Replacement capital budget account.

CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	08/15/2023	Type	Log	Mo/Yr
Requesting Division:	Engineering & Environmental Services	B3	24-02	Aug/23
Requested By:	Orville Kelly			

Transfer From:	
Account Number:	000-001-107143-030026
Project Description:	Northern Service Area Expansion
A) Original Budget	\$ 1,500,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 700,000
D) Revised Budget (A+/-B-C)	\$ 800,000
E) Estimated Project Costs	\$ 650,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 150,000
Explanation why funds are available: Project expenditures are anticipated to be under budget for Fiscal Year 2024.	

Transfer To:	
Account Number:	To Be Created
Project Description:	Lake Gaillard Water Treatment Plant Filter Underdrain Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ -
C) Revised Budget (A+/-B)	\$ -
D) Amount to be Transferred	\$ 700,000
E) Proposed Revised Budget (C+D)	\$ 700,000
Explanation why funds are needed: Amendment 1 of 3: This amendment will fund the project work associated with the replacement of the existing clay tile underdrain with a stainless-steel underdrain. This work was originally planned for inclusion as part of the Filter Media Replacement program but since this work is specialty work and cannot be performed by the filter media supplier. RWA typically bids the filter media contracts on an annual basis as part of the program as part of the competitive bidding process which includes removal, installation and disposal of the media. The filter underdrains have not been replaced since the plant was put into operation in 1986 and are beyond their service life. There are also signs of underdrain failure, including media present inside the underdrains. Hence, the filter underdrains have to be replaced and since this work requires specialty contractors, the RWA bid the work and the total project costs are estimated at \$1,600,000 based on bids received.	

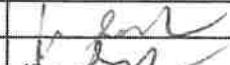
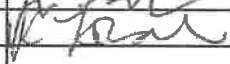


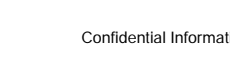
Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director		8/17/23
2) Donor Vice President/Director		8/17/23
3) Vice President - Finance		8/17/23
4) Executive Vice President & Chief Operating Officer		
5) Chief Executive Officer	Larry Benjamin	8/18/2023
6) Authority Members	Copy of minutes attached if required	

CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	08/15/2023	Type	Log	Mo/Yr
Requesting Division:	Engineering & Environmental Services	B3	24-03	Aug/23
Requested By:	Orville Kelly			

Transfer From:	
Account Number:	000-001-107125-150065
Project Description:	Spring Street Pump Station Replacement
A) Original Budget	\$ 1,000,000
B) Total Previous Transfers (In or Out)	\$ 36,750
C) This Transfer	\$ 500,000
D) Revised Budget (A+/-B-C)	\$ 463,250
E) Estimated Project Costs	\$ 450,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 13,250
Explanation why funds are available: Project expenditures are anticipated to be under budget for Fiscal Year 2024.	

Transfer To:	
Account Number:	To Be Created
Project Description:	Lake Gaillard Water Treatment Plant Filter Underdrain Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ 700,000
C) Revised Budget (A+/-B)	\$ 700,000
D) Amount to be Transferred	\$ 500,000
E) Proposed Revised Budget (C+D)	\$ 1,200,000
Explanation why funds are needed: Amendment 2 of 3: This amendment will fund the project work associated with the replacement of the existing clay tile underdrain with a stainless-steel underdrain. This work was originally planned for inclusion as part of the Filter Media Replacement program but since this work is specialty work and cannot be performed by the filter media supplier. RWA typically bids the filter media contracts on an annual basis as part of the program as part of the competitive bidding process which includes removal, installation and disposal of the media. The filter underdrains have not been replaced since the plant was put into operation in 1986 and are beyond their service life. There are also signs of underdrain failure, including media present inside the underdrains. Hence, the filter underdrains have to be replaced and since this work requires specialty contractors, the RWA bid the work and the total project costs are estimated at \$1,600,000 based on bids received.	

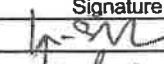

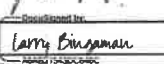
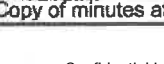
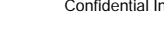
Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director		8/17/23
2) Donor Vice President/Director		8/17/23
3) Vice President - Finance		8/17/23
4) Executive Vice President & Chief Operating Officer		8/18/2023
5) Chief Executive Officer		8/18/2023
6) Authority Members	Copy of minutes attached if required	

CAPITAL BUDGET AMENDMENT REQUEST

Request Date:	08/15/2023	Type	Log	Mo/Yr
Requesting Division:	Engineering & Environmental Services	B2	24-04	Aug/23
Requested By:	Orville Kelly			

Transfer From:	
Account Number:	001-000-107132-046107
Project Description:	Lake Gaillard Water Treatment Plant HVAC Improvements
A) Original Budget	\$ 2,860,000
B) Total Previous Transfers (In or Out)	\$ -
C) This Transfer	\$ 400,000
D) Revised Budget (A+/-B-C)	\$ 2,460,000
E) Estimated Project Costs	\$ 2,300,000
F) Remaining Funds Available for Transfer, if any (D-E)	\$ 160,000
Explanation why funds are available: Project expenditures are anticipated to be under budget for Fiscal Year 2024.	

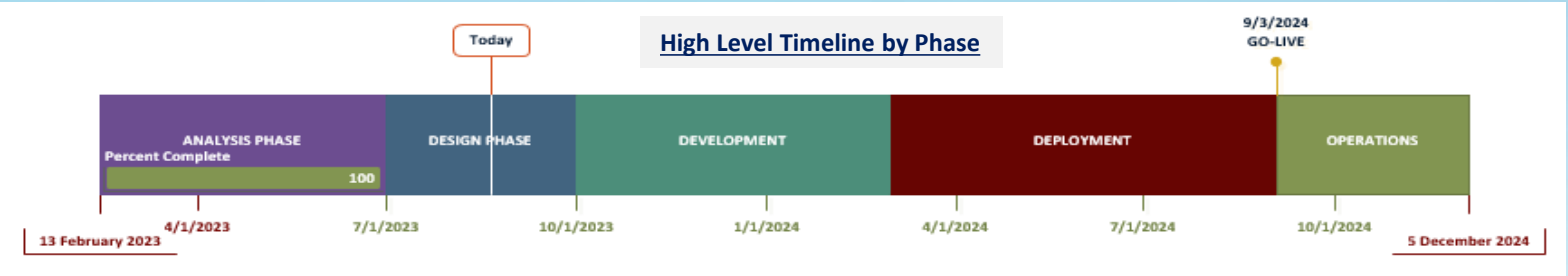
Transfer To:	
Account Number:	To Be Created
Project Description:	Lake Gaillard Water Treatment Plant Filter Underdrain Replacement
A) Original Budget	\$ -
B) Previous Transfers (In or Out)	\$ 1,200,000
C) Revised Budget (A+/-B)	\$ 1,200,000
D) Amount to be Transferred	\$ 400,000
E) Proposed Revised Budget (C+D)	\$ 1,600,000
Explanation why funds are needed: Amendment 3 of 3: This amendment will fund the project work associated with the replacement of the existing clay tile underdrain with a stainless-steel underdrain. This work was originally planned for inclusion as part of the Filter Media Replacement program but since this work is specialty work and cannot be performed by the filter media supplier. RWA typically bids the filter media contracts on an annual basis as part of the program as part of the competitive bidding process which includes removal, installation and disposal of the media. The filter underdrains have not been replaced since the plant was put into operation in 1986 and are beyond their service life. There are also signs of underdrain failure, including media present inside the underdrains. Hence, the filter underdrains have to be replaced and since this work requires specialty contractors, the RWA bid the work and the total project costs are estimated at \$1,600,000 based on bids received.	

Approvals As Required By Type	Signature	Date
1) Requesting Vice President/Director		8/19/23
2) Donor Vice President/Director		8/17/23
3) Vice President - Finance		8/17/23
4) Executive Vice President & Chief Operating Officer		8/18/2023
5) Chief Executive Officer		
6) Authority Members	Copy of minutes attached if required	

RPB COMMITTEE MEETINGS

Month	Meeting	Will Attend
July 2023	<i>Land Use Committee – (North Branford)</i> Wednesday, July 12 at 5:30 p.m.	Catherine
	<i>Finance Committee (Special Meeting) - (Remote Only)</i> Thursday, July 13 at 5:00 p.m.	Kevin
	<i>Consumer Affairs Committee - (Remote Only)</i> Monday, July 17 at 5:30 p.m.	Suzanne
August 2023	<i>Finance Committee (Remote Only)</i> Monday, Aug. 14 at 5:00 p.m.	Kevin
	<i>Land Use Committee (In Person Only – Derby Tank)</i> Wednesday, Aug. 9 at 5:30 p.m.	Catherine
	<i>Consumer Affairs Committee (Remote Only)</i> Monday, Aug. 21 at 5:30 p.m.	Mario
Sept. 2023	<i>Finance Committee (Remote Only)</i> Monday, Sept. 11 at 5:00 p.m.	Suzanne
	<i>Land Use Committee (In Person Only - Location TBD)</i> Wednesday, Sept. 13 at 4:30 p.m.	Kevin
	<i>Consumer Affairs Committee (Remote Only)</i> Monday, Sept. 18 at 5:30 p.m.	Catherine

CIS/RWAY Status



CIS/RWAY Project Health Indicators

Schedule	✓	Completion Target Q3 2024	Capital Budget	✓	~\$14.8M (B)	FY24 Spend	✓	~\$7.9M	Scope	✓	No Change
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Accomplishments

- Project RWAY Kickoff 02/13
- Analysis Phase COMPLETE on 07/13.
- Project Communications, Resource, & Decision Process Flow Frameworks Established
- Project RACI (Responsible, Accountable, Consulted, Informed) Complete
- Analysis Phase Final Gap List Reviews complete.
- Design Phase Kicked Off on 7/10.
 - Design Phase Workshops Sessions are on track
 - Dunning Sessions complete
 - Data Mapping & Conversion Activities – ETL 2 mapping sessions complete
 - Reports and Notices for Day 1 Identified
 - OCM Plan - Design Phase Readiness on track

Decisions, Risks & Issues

- Key Decisions
 - GIS will be system of record for Premise, Tap, Curb Valve and Service Lateral
 - Great Plains will perform Credit Refunds
 - Data Prose is new bill print provider
- Key Risks – Mitigation Plans Underway
 - Commercial services scope and impact analysis
- Key Issues
 - None

Current Activities

- Continue Design workshops
- Continue Data Mapping & Conversion activities with ETL2
- Continue with UMAX Configuration Work
- Capacity and Demand Management Reviews
- Analysis phase Final Gaps - True up reviews closure

Next Steps: Design Phase

- Finalize UMAX Configurations
- Data Migration Scope & Acceptance Criteria
- Functional Design of Gaps (Omni-Channel, Write-Off Automation, Commercial)
- Integration Design
- Infrastructure Design
- UMAX Training for Core Team