

**Representative Policy Board
Executive Committee
South Central Connecticut Regional Water District**
****Via Remote Access**

AGENDA

Regular Meeting of Thursday, April 20, 2023 at 5:00 p.m.

1. Safety Moment
2. Approve minutes – February 15, 2023 special meeting
3. Discuss Nominating Committee for RPB Officers for FY 2024 (*Chair position open*)
4. Term expirations – June 30, 2023
 - A. RPB members (Betroski, Eitzer, Young, Campbell, Jaser, Marino*, and Verderame*)
 - B. Committee Chairs (Finance and Consumer Affairs Committee)
5. Protective Order and Conflict of Interest
6. FY 2023-2024 Application Schedule – Potential Presiding Members
7. Next meeting – Wednesday, July 19, 2023 at 5:00 p.m.
8. New Business
9. Adjourn

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

REPRESENTATIVE POLICY BOARD
EXECUTIVE COMMITTEE MEETING
THURSDAY, APRIL 20, 2023 AT 5:00 P.M.

Remote Instructions:

Call in (*audio only*)

[+1 469-965-2517,,167847984#](tel:+14699652517167847984) United States, Dallas

Phone Conference ID: 167 847 984#

For questions, contact the board office at 203-401-2515 or by email at jslubowski@rwater.com

SAFETY MOMENT

Bicycle Safety

Bicycling is one of the best ways to get exercise, see the sights and reduce your carbon footprint. However, bicyclists face a host of hazards. They often must share the road with vehicles, and injuries can happen, even on a designated path. How can you stay safe:

- Inspect your bike prior to riding
- Wear a helmet
- Get acquainted with traffic laws; bicyclists must follow the same rules as motorists
- Ride single-file in the direction of traffic
- Remain alert; watch for opening car doors and other hazards
- Use hand signals and take extra care at intersections
- Never hitch onto cars



Tap Into
Safety



Regional Water Authority

Service – Teamwork – Accountability – Respect – Safety

**Representative Policy Board
Executive Committee
South Central Connecticut Regional Water District
via remote access

MINUTES

Special Meeting of Wednesday, January 18, 2023 at 5:00 p.m.

Attendance: **Committee Members** – Mario Ricoszi, Bob Harvey, Charles Havrda, Jay Jaser, Peter Betkoski, Stephen Mongillo, and Tim Slocum

OCA - Jeffrey Donofrio, Esquire

RPB Staff: Jennifer Slubowski

Chair Ricoszi called the meeting to order at 5:03 p.m. He reviewed the Safety Moment distributed to members.

On motion made by Mr. Mongillo, seconded by Mr. Slocum, and unanimously carried, the committee voted to approve the minutes of its October 5, 2022 special meeting.

Chair Ricoszi stated that he met with Mr. Borowy, Chair of the Authority, and Mr. Bingaman, the RWA's President & Chief Executive Officer, to discuss the logistics of upcoming board and committee meetings. They confirmed that the Authority would meet via hybrid starting on February 23, 2023. The committee discussed:

- Status of COVID hospitalizations, transmission rates, and reporting
- Masking options
- Current municipality and business logistics
- Conference room set-up
- RPB Committee preferences

After discussion, it was the consensus of the committee that the RPB meet, via hybrid method, starting in February. The RPB Committees will meet in February to coordinate logistics for future meetings and report to the Chair.

Chair Ricoszi reported that the RWA's organizational chart was distributed to members for review. He reminded members that they should contact the board office as a resource for inquiries. In the event, the board administrator is not available; members should contact her backup, Tara Augur.

Chair Ricoszi stated that he is looking for a presiding member for a possible public hearing in February. He also noted that the Nominating Committee is scheduled to convene in May for the election of RPB officers. The position of Chair would be open.

He also thanked Atty. Donofrio, Office of Consumer Affairs, for his review of FOIA compliance and procedures for RWA's business practices.

Mr. Mongillo commented on the 23rd Annual Lake Whitney Management Plan scheduled for Tuesday, February 14, 2023. The meeting is being held in person at the Whitney Water Center for anyone interested in attending.

Mr. Betkoski, Chair of the RPB Land Use Committee, provided members with an update on the RWA's Police staffing efforts and priorities and its Environmental Education program and succession.

Mr. Mongillo, Chair of the RPB Consumer Affairs Committee, reported that the committee is scheduled to receive a security update at its meeting on January 23rd. He stated that he also met with the Mayor of Hamden and Mr. Bingaman earlier in the month to discuss the lead & copper revisions and to discuss other areas of interest.

Chair Ricoszi stated that RWA's management team is meeting with all district municipalities to update them on the lead & copper revisions and discuss other topics in an effort to improve transparency with the towns.

Mr. Slocum, Chair of the RPB Finance Committee, reported that the committee is currently involved with standard budgetary items.

Committee members discussed RWA's lining program & process and the pipe replacement program.

Chair Ricoszi alerted members of possible upcoming acquisitions that will be presented to the RPB for approval. There are two acquisitions, similar in nature that may be consolidated into one application and presented at one public hearing.

Atty. Donofrio stated that when presented with the application he would review for appropriateness. He will consult with the RWA's President & CEO at that time.

Atty. Donofrio reported that he is involved with some minor consumer issues and explained to members the process for escalations to the Office of Consumer Affairs.

The next meeting is scheduled for Thursday, April 20, 2023 at 5:00 p.m.

At 6:04 p.m., the meeting adjourned.

Mario Ricoszi, Chairman

as provided by law and notify each Member in writing of such determination, attested to by the Secretary of the Authority, showing for each city or town in the District the number of customers and the number of acres of land appearing on the records of the Authority on the last day of the preceding fiscal year.

ARTICLE III Officers

Section 3.1 Designation and Election

The principal officers of the Board shall be the Chairperson and the Vice-Chairperson, the Secretary and the Treasurer who shall be Members. The officers shall be elected annually by a majority weighted vote of the Board at its June meeting and, unless sooner removed by the Board, the officers shall serve a term of one year and until their successors are elected and shall qualify. Any vacancies occurring in offices shall be filled by appointment by the Chairperson as necessary.

Section 3.2 Nominations

The Chairperson of the Board shall appoint, not later than at the May meeting of the Board, five Members to a Nominating Committee for the purpose of recommending a slate of officers to the membership at the June meeting of the Board. No more than one of that number shall be an officer of the Board, and neither the Chairperson nor the Vice-Chairperson shall be eligible to serve on the Nominating Committee. The Chairperson shall designate one member of the Nominating Committee to serve as its chairperson. In addition to the slate proposed by the Nominating Committee, the Board shall accept additional nominations from any Member.

Section 3.3 Removal

An officer may be removed by a majority of the weighted votes of the Board, either with or without cause, and a successor elected at any regular meeting of the Board or at any special meeting called for such purpose.

Section 3.4 Chairperson

The Chairperson shall preside at all meetings of the Board and shall appoint Members to the standing committees. The Chairperson shall also appoint Members to such special committees as the Board may from time to time establish. The Chairperson shall appoint Members to fill officer vacancies that occur prior to completion of a term.

Section 3.5 Vice-Chairperson

The Vice-Chairperson shall perform the duties and exercise the powers of the Chairperson in the absence or disability of the Chairperson or in case of a vacancy in the office of the Chairperson. The Vice-Chairperson shall also perform such other duties and have such other powers as may be prescribed by the Board.

Section 3.6 Secretary

The Secretary shall issue notice of meetings, keep and distribute minutes, attest all necessary copies of resolutions and other actions of the Board and perform all other duties required by law or prescribed by the Board.

Section 3.7 Treasurer

The Treasurer shall have custody of any funds of the Board, keep full and accurate account of all receipts and disbursements, and shall render an account of such transactions and the financial condition of the Board whenever called upon to do so. In the absence or disability of the Treasurer, the Chairperson or the Vice-Chairperson may disburse funds.

Section 3.8 Term Limits

(a) Officers' terms shall be no more than three consecutive one-year terms for all officers, provided that by a majority vote of the Board, the chairperson may be nominated for and may serve one additional consecutive one-year term (for a total of four consecutive one-year terms).

- (b) Committee Chairpersons shall serve no more than four consecutive terms as committee chair.

ARTICLE IV Committees

Section 4.1 Committees Established

There shall be three standing committees as provided by law -- Land Use and Management, Finance, and Consumer Affairs -- an Executive Committee, and such other committees as the Board may establish from time-to-time. The Chairperson of the Board shall appoint the members of the committees for one year terms. Each committee will elect its own chairperson, who shall call and preside at committee meetings. The Chairperson shall annually solicit from the Members their first and second preference as to standing committee assignments and incorporate that information into his or her decision making. A majority of the members appointed to any committee shall constitute a quorum, and a majority of the quorum may take actions and render reports to the Board on behalf of the committee. The Chairperson of the Board shall serve ex officio on all committees except the Nominating Committee with full voting rights.

Section 4.2 Executive Committee

The Executive Committee shall consist of all elected officers and the chairpersons of the three statutory committees. The Chairperson of the Board shall call and preside over meetings of the Executive Committee.

ARTICLE V Professional and Clerical Services

Section 5.1 Professional Services

All appointments, compensation and termination of professional services to the Board shall be approved by the Board.

FY 23/24 – 2025 RPB APPLICATION SCHEDULE

<u>Application</u>	<u>Application to Authority</u>	<u>Public Hearing</u>	<u>Public Hearing Required</u>
1. Derby Wellfield	4 Quarter FY 23	1 Quarter FY 24	Y
2. Commercial Transaction	4 Quarter FY 23	1 Quarter FY 24	Y
3. Disposition of property	1 Quarter FY 24	1 Quarter FY 24	Y
4. LSWTP Electrical Imp's and LGWTP Electrical Imp's	1 Quarter FY 24	2 Quarter FY 24	Y
5. Skiff Street House Disposition	1 Quarter FY 24	2 Quarter FY 24	Y
6. Rt. 34 Derby Pipe Improvements (betterment)	2 Quarter FY 24	2 Quarter FY 24	Y
7. Commercial Transaction (tentative)	2 Quarter FY 24	3 Quarter FY 24	Y
8. Route 80 Throttling Valve Relocation	3 Quarter FY 24	4 Quarter FY 24	Y
9. LWTP – Chemical Feed Improvements	3 Quarter FY 24	4 Quarter FY 24	Y
10. Raynham Hill Pump Station Improvements	1 Quarter FY 25	1 Quarter FY 25	Y
11. Rate Application	1 Quarter FY 25	2 Quarter FY 25	Y
12. Spring Street Pump Station Replacement	2 Quarter FY 25	2 Quarter FY 25	Y
13. North Branford Tank improvements	2 Quarter FY 25	3 Quarter FY 25	Y
14. Northern Area Service Improvements	3 Quarter FY 25	3 Quarter FY 25	Y
15. Lake Whitney Dam	TBD		
16. Peat Swamp Dam Improvements	TBD		

17. Service Area Improvements – East/West Transmission Main	TBD
18. 90 Sargent Drive – Building Improvements	TBD
19. Commercial Transactions (tentative)	TBD

Schedule will be updated when specific months of submission are determined.

<u>Application</u>	<u>Authority</u>	<u>Finance Committee</u>	<u>RPB</u>	<u>Public Hearing</u>	<u>Decision</u>
1. Commercial Transaction	3/23/23	4/10/23	4/27/23		
<u>Application</u>	<u>Authority</u>	<u>Finance Committee</u>	<u>Public Notice</u>	<u>Public Hearing</u>	<u>Decision</u>