

Representative Policy Board
Consumer Affairs Committee
South Central Connecticut Regional Water District

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AGENDA

Regular Meeting of Monday, December 16, 2024 at 5:30 pm

1. Safety Moment
2. Public Comment: Residents and customers may address the CAC Committee regarding agenda items or other issues. Discussion is limited to the presentation of information for consideration and comment on agenda items.
3. Approval of Minutes – November 18, 2024 meeting
4. Review FY 2026 Budget Schedule: R. Kowalski
 - a. Confirm date of joint meeting with Land Use Committee to review FY 2026 Budget
5. Report of OCA – J. Donofrio
6. Approval of OCA invoice for November 2024 for \$1,401.00
7. New Business
8. Next regular meeting – Monday, January 27, 2025 at 5:30 p.m.
9. Adjourn

** Members of the public may attend the meeting in person or via teams using the link at the top of the agenda. To view meeting documents, please visit <http://tinyurl.com/449v27xt>. For questions, contact the board office at jslubowski@rwater.com or by calling 203-401-2515.

Top 10 Holiday Safety Tips

ESFi



1. Inspect electrical decorations for damage before use.

Cracked or damaged sockets, loose or bare wires, and loose connections may cause a serious shock or start a fire.



2. Do not overload electrical outlets.

Overloaded electrical outlets and faulty wires are a common cause of holiday fires. Avoid overloading outlets and plug only one high-wattage appliance into each outlet at a time.



3. Never connect more than three strings of incandescent lights.

More than three strands may not only blow a fuse, but can also cause a fire.



4. Keep tree fresh by watering daily.

Dry trees are a serious fire hazard.



5. Use battery-operated candles.

Candles start almost half of home decoration fires (NFPA).



6. Keep combustibles at least three feet from heat sources.

A heat source that was too close to the decoration was a factor in half of home fires that began with decorations. (NFPA).



7. Protect cords from damage.

To avoid shock or fire hazards, cords should never be pinched by furniture, forced into small spaces such as doors or windows, placed under rugs, located near heat sources, or attached by nails or staples.



8. Check decorations for certification label.

Decorations not bearing a label from an Independent testing laboratory such as Underwriters Laboratories (UL), Canadian Standards Association (CSA) or Intertek (ETL) have not been tested for safety and could be hazardous.



9. Stay in the kitchen when something is cooking.

Unattended cooking equipment is the leading cause of home cooking fires (NFPA).



10. Turn off, unplug, and extinguish all decorations when going to sleep or leaving the house.

Unattended candles are the cause of one in five home candle fires. Half of home fire deaths occur between the hours of 11:00 p.m. and 7:00 a.m. (NFPA)



Service – Teamwork – Accountability – Respect – Safety



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

Regional Water Authority

Representative Policy Board
South Central Connecticut Regional Water District
Consumer Affairs Committee

November 18, 2024

Minutes

The regular meeting of the Consumer Affairs Committee (“CAC”) of the Representative Policy Board (“RPB”) of the South Central Connecticut Regional Water District (“RWA”) took place on Monday, November 18, 2024, via remote access. Chair Campbell presided.

Members present: N. Campbell, C. Havrda, M. Levine, S. Mongillo, R. Smith

Members absent: F. Pepe

RPB: R. Harvey (RPB Chair), P. Betkoski and G. Malloy

Authority: S. Sack

RWA: R. Kowalski, V. Benni, D. Bochan, C. DelVecchio, J. Hill, S. Lakshminarayanan, and P. Singh

Office of Consumer Affairs: Attorney Donofrio (“OCA”)

RPB Staff: J. Slubowski

Chair Campbell called the meeting to order at 5:30 p.m. She asked members to observe a moment of silence.

Chair Campbell reviewed the Safety Moment distributed to members.

She offered the opportunity for members of the public to comment. There were no members of the public present at the meeting.

At 5:32 p.m., on motion made by Mr. Havrda, and seconded by Mr. Mongillo, the Committee voted unanimously to convene in executive session pursuant to C.G.S. Section 1-200(6)(E) to review the 10-Year Model with management covered by Section 1-210(b)(5)(B), pertaining to commercial and financial information. Present in executive session were Committee members, Mss. Kowalski, Bochan, Sack and Slubowski, and Messrs. Benni, Betkoski, DelVecchio, Harvey, Hill, Lakshminarayanan, Malloy, Singh, and Atty. Donofrio.

At 6:21 p.m., the committee came out of executive session. No votes were taken in, or as a result of executive session.

On motion made by Mr. Smith and seconded by Mr. Mongillo, the committee voted to approve the minutes of its October 21, 2024 meeting, as presented.

Atty. Donofrio reported no pending consumer matters. He noted that he has been reviewing the application for the Seymour disposition and working on interrogatories.

On motion made by Mr. Mongillo and seconded by Mr. Levine, the Committee voted to approve the OCA’s October 2024 billing for \$2,412.00.

The Committee reviewed and approved its proposed 2025 calendar year meeting dates.

As there was no new business to report, at 6:23 p.m., on motion made by Mr. Levine and seconded by Mr. Mongillo, the Committee voted to adjourn the meeting.

Naomi Campbell, Chair

UNAPPROVED

**SUMMARY SCHEDULE OF IMPORTANT DATES
FISCAL 2025 PROJECTIONS AND FISCAL 2026 BUDGET REQUESTS**

2024-2025		
	Nov 8, 2024	Management begins capital budgetary process by requesting project managers to complete capital budget input forms
	Dec 6, 2024	Management begins O&M budgetary process by requesting projections for FY25 payroll through May 31, 2025
	Dec 2024 to Feb 2025	Finance requests budget managers to project FY25 and FY26 O&M expenses and revenue
	Mar 17, 2025 (Mar 10, 2025)	Management-approved FY26 capital and operating budgets are <i>electronically sent</i> to the Authority
A	Mar 31, 2025 (Mar 27, 2025)	Management discusses FY26 capital budget with the Authority, anticipating that the Authority will approve distribution of preliminary capital budget to the RPB. (special meeting)
A	Mar 31, 2025 (Mar 27, 2025)	Management discusses FY26 operating budget with the Authority, anticipating that the Authority will approve distribution of preliminary operating budget to the RPB. (special meeting)
	Apr 2, 2025	Management <i>electronically sends</i> the Authority's preliminary budgets to the RPB and Office of Consumer Affairs
	Apr 14 to Apr 18, 2025	Meet with OCA to discuss budgets – if requested
R	Apr 14 to Apr 18, 2025	RPB Finance Committee meets with management (special meeting)
R	Apr 14 to Apr 18, 2025	Land Use Committee and Consumer Affairs Committee meet with management (special meeting)
R	***	Prior to Finance Committee meeting on 5/12/25 (regular meeting), the chairs of the Land Use Committee and Consumer Affairs Committee convey their comments to the Finance Committee
R	May 12, 2025	RPB Finance Committee (regular meeting) meets to comment on the budget (other RPB members are invited to attend)
A & R	May 22, 2025	Regular full RPB meeting with Authority in attendance -- Finance Committee makes its recommendation regarding the FY26 budgets to the full RPB
A	May 22, 2025	Authority reviews and approves operating and capital budgets. (meet after RPB Board meeting)
	May 30, 2025	Management sends approved budgets to Trustee by 5/30/2025 (as early as 5/26/2025)
R		RPB / Finance Committee meetings
A		Authority meetings

Note: Good Friday is April 18, 2025, Easter is April 20, 2025, Passover is from Sat. (evening) April 12, 2025 through Sun. (last day) April 20, 2025.

Other holidays include January 20, 2025, Martin Luther King Day, February 12, 2025, Lincoln's Birthday, February 17, 2025, Presidents Day, Memorial Day is May 26, 2025.