

Representative Policy Board
Nominating Committee
South Central Connecticut Regional Water District
90 Sargent Drive, New Haven, Connecticut 06511

**** [Join the meeting now](#)**

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AGENDA

Special Meeting of Thursday, October 16, 2025 at 4:00 p.m.

1. Safety Moment
2. Review RPB Bylaw provisions regarding the nominating process and requirements for appointment of New Haven representative
3. Review and discuss Criteria to be Utilized in Recommending Appointment of a Candidate to the Authority
4. Review correspondence received from City of New Haven - *Upon 2/3 vote, convene in possible executive session pursuant to C.G.S. Section 1-200(6)(A) to discuss the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.*
5. Possible consideration and action regarding recommendation to the RPB
6. Determine next steps
7. Establish future committee meeting dates, if required

****Members of the public may attend the meeting in person or via remote access. To view meeting documents, please visit <https://tinyurl.com/2nse5jce>. For questions, contact the board office at 203-401-2515 or by email at jslubowski@rwater.com.**

SAFETY MOMENT

ENVIRONMENT AND HEALTH

Your everyday environment can have a huge impact on your physical and mental health and make you feel constantly stressed and difficult to maintain a healthy lifestyle. Below are strategies for improving your environmental wellness:

1. Replace chemical cleaning products with natural alternatives such as baking soda, vinegar, lemon juice and essential oils.
2. Reduce allergens and improve air quality in your home by washing bedding regularly and opening windows when vacuuming.
3. Declutter one area at a time to avoid feeling overwhelmed.
4. Get more nature in your life by adding houseplants, going for walks, or using natural materials to decorate.
5. Limit screen time by taking breaks during the day.
6. Use eco-friendly and recycled materials such as produce bags and reduce single use plastics such as straws.
7. Create a stress free zone in your home where you can relax and de-stress in peace.



**Tap Into
Safety**



Regional Water Authority

Service – Teamwork – Accountability – Respect – Safety

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

 Regional Water Authority

The Chairperson of the Board or his/her designee shall develop and implement an ongoing program of orientation designed to provide new Members with an adequate background of information related to the organization and functions of the District.

ARTICLE IX Appointment of Members to the Regional Water Authority

Section 9.1 Election and Terms

The Authority is to consist of five members, not Members of the Board, residents of the District, appointed without regard to political affiliation, by a majority of the total weighted votes of the Members present at a meeting at which Members holding two-thirds of the total votes on the Board are present. The terms of the members of the Authority shall be five years staggered as set out in Section 5 of Special Act 77-98 as amended. The term of each member of the Authority begins January 1st and continues for five years or until such member's successor has been appointed and qualified.

Section 9.2 Nominating Committee

Not later than August 15 of each year, the Chairperson of the Board, if not a declared candidate for membership on the Authority, shall appoint a Nominating Committee composed of five Members for the purpose of recommending to the Board a nominee or nominees for member of the Authority. If the Chairperson is a declared candidate, the Nominating Committee shall be appointed by a Board officer or the chairperson of a statutory committee, i.e. the appointing officer, who is not a declared candidate, in the following order: Vice-Chairperson; Secretary; Treasurer; Land Use Committee chairperson; Finance Committee chairperson; Consumer Affairs Committee chairperson.

Any Member intending to be a candidate for Authority membership in a given year must so declare to the Chairperson of the Board by August 1 of that year. No declared candidate may serve on the Nominating Committee. The Chairperson of the Board shall not be eligible to

serve on the Nominating Committee. No more than three, nor fewer than two, appointees to the Nominating Committee shall be members of the Executive Committee of the Board. The appointing officer who names the Nominating Committee shall ascertain each prospective Nominating Committee member's willingness to serve prior to appointment. The appointing officer shall designate a chairperson of the Nominating Committee, and if and as necessary, appoint replacements whenever vacancies occur.

Section 9.3 Nominating Committee Process

(a) **Selection Guidelines.** The Nominating Committee shall meet on call of the chairperson. The Nominating Committee or its representative(s) shall confer with the Chair of the Authority and its Chief Executive Officer with regard to the types of experience and other traits most needed by the Authority, and shall solicit the same from Members of the Board. The Nominating Committee shall then, in its discretion, develop such guidelines by which to evaluate the qualifications of candidates that augment and are compatible with the requirements for candidates set forth in Connecticut Special Act 77-98, as amended, as it shall deem advisable. The Nominating Committee shall submit a draft of the selection guidelines to the Board for review and comment at the September meeting of the Board. If no September meeting of the Board is convened, the Nominating Committee shall distribute the draft selection guidelines and invite commentary from Board members to be received by the Nominating Committee on or before the 23rd day of September. The Committee will review all commentary and revise the guidelines as it shall deem appropriate, and adopt the guidelines.

(b) **Consideration of Reappointing the Incumbent.** Following adoption of the guidelines by the Nominating Committee, it shall communicate these to the Board Members, the Authority, and the Chief Executive Officer of the South Central Connecticut Regional Water Authority. The chairperson of the Nominating Committee shall ask the member whose term is to expire at year end if s/he intends to seek reappointment to the Authority. If the incumbent responds

affirmatively, the Nominating Committee shall assess his/her candidacy as it deems appropriate and, having done so, determine whether to (1) recommend to the Board for consideration at its regularly scheduled October meeting the reappointment of the incumbent, or (2) advise the incumbent that it intends to entertain additional candidates and report this action to the Board. If the candidate responds negatively, the Nominating Committee shall commence an open candidacy search as set forth in Section 9.3 (c).

In the event the Nominating Committee recommends reappointment of the incumbent, it shall mail such recommendation to Members of the Board not less than ten days prior to the regularly scheduled October meeting of the Board, and the Board shall consider such recommendation at its October meeting. If the reappointment of the incumbent is approved by a vote as specified in Section 9.1, the Nominating Committee shall be discharged.

In the event the Board does not approve the reappointment of the incumbent at its October meeting, the Chairperson of the Board shall so notify the incumbent and the Nominating Committee shall publicly announce the open candidacy period for the appointment to the Authority for the five-year term commencing on January 1st of the following calendar year in accordance with the process set forth in Section 9.3 (c). The incumbent may seek appointment through the open candidacy process.

(c) **Open Candidacy.** If the Nominating Committee determines to consider candidates in addition to the incumbent, it shall so advise the incumbent, Board Members, members of the Authority, and the Chief Executive Officer of the South Central Connecticut Regional Water Authority not less than ten days prior to the regularly scheduled October meeting of the Board. Subsequent to those actions, the chairperson of the Nominating Committee shall publicly announce the open candidacy period for the appointment to the Authority for the five-year term commencing on January 1st of the following calendar year and invite candidates to apply, except that of the designated New Haven member appointed pursuant to the agreement

between the Authority and the City of New Haven. The announcement shall include the required qualifications for members of the Authority as set forth in Connecticut Special Act 77-98, as amended, as well as any additional guidelines by which the Nominating Committee intends to evaluate candidates.

The Nominating Committee shall consider all candidates and shall prepare a report for consideration at the December meeting of the Board which report shall recommend to the Board one or more nominees for appointment to the Authority. No name shall be submitted to the Board by the Nominating Committee unless it shall first have determined that such person is willing to serve if appointed. Said report and recommendation(s) shall be mailed to members of the Board not less than ten days prior to the meeting of the Board at which the Authority member appointment is to be considered. If the Nominating Committee's recommendation is not unanimous such report may contain a minority report and recommendation including an explanation and rationale for the minority's recommendation.

(d) **Designated Representation for New Haven on the Authority.** The City of New Haven shall have a Designated Member on the Authority in accordance with the procedures for the nomination and election of the New Haven Authority member, as noted in Section 1(a) of the written agreement between the Authority and the City of New Haven, executed by John Daniels and Howard Brooks and approved by the Board on July 5, 1978. When the term of the Designated New Haven Member of the Authority is to expire on the following January 1st, the Representative Policy Board shall request a list of at least three candidates be submitted to the Representative Policy Board by the City of New Haven. The Representative Policy Board shall appoint the New Haven Designated Member from the list of names provided.

Section 9.4 Board Action

In the event the appointment to the Authority is not determined at the October meeting of the Board, the Board shall vote in December on the candidate(s) recommended by the Nominating

Committee, and on any names proposed from the floor, provided that the proposer has determined that said nominee has agreed to serve if elected. If more than one person is nominated and the first vote fails to produce a person receiving a majority of the weighted vote, subsequent votes will be taken by dropping the name of the person receiving the fewest votes on the preceding vote. This process may be repeated until a majority of weighted votes are cast in favor of one candidate.

Section 9.5 Official Communication

The Chairperson of the Board shall report the results of the vote by letter to the chief elected official of each town and city in the District.

Section 9.6 Unexpired Terms

Any vacancy occurring on the Authority prior to the normal expiration of an Authority member's term shall be filled by an open candidacy process under the auspices of a duly appointed Nominating Committee, provided that the Chairperson of the Board may set such schedule for the Nominating Committee and Board meetings as he/she deems appropriate under the circumstances.

ARTICLE X Amendment

(a) The Board shall review its Rules of Practice, and its Bylaws as needed. In addition every five years, beginning with 1992, a committee appointed by the Chairperson shall review these documents and report its findings and recommendations to the Board.

AGREEMENT

The South Central Connecticut Regional Water Authority acting through its Authority Chairman, Howard Brooks, and The New Haven Board of Aldermen acting through the Chairman of its Special Committee on the Acquisition of the New Haven Water Company, John Daniels, hereby enter into the following agreement.

1. The Authority will recommend that the Representative Policy Board agree to the following accommodation to the City of New Haven:

a) The Representative Policy Board agrees that one member of the Authority shall be a resident and elector of the City of New Haven. Such person shall be appointed by the Representative Policy Board from a list of at least three persons to be submitted to the Representative Policy Board by the City of New Haven;

b) The Representative Policy Board agrees that the City of New Haven may nominate a member of each of the following Representative Policy Board standing committees: Finance, Land disposition, and Consumer Affairs. Such nominations shall be subject to confirmation by the Representative Policy Board, which confirmation shall not be unreasonably withheld. Furthermore, the Representative Policy Board will provide the City of New Haven the opportunity to participate in the structuring and functioning of the Office of Consumer Affairs; and

c) The Representative Policy Board agrees that it shall appoint one person nominated by the City of New Haven to whatever committee or sub-committee is responsible for reviewing capital improvements.

2. The Authority will recommend that the Representative Policy Board will adopt a resolution committing itself to introduce, support and

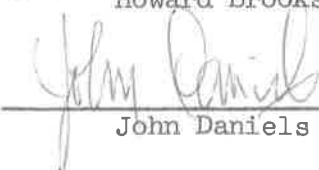
use its best efforts to gain passage by the 1979 General Assembly of an amendment to the Authority's enabling legislation to increase the weighted vote of the City of New Haven to 22 by adding 5 votes to the total weighted vote and allocating the 5 entirely to the City of New Haven.

3. In consideration of and in reliance upon the foregoing, the special Committee will recommend that the City of New Haven bind itself to assign to the South Central Connecticut Regional Water Authority whatever rights it has or may have to purchase the New Haven Water Company following any agreement it may reach with the New Haven Water Company.

4. In the event the City of New Haven fails to reach such agreement and agreement of purchase and acquisition is reached directly between the Regional Water Authority and the New Haven Water Company, the above agreements for increased participation by the City of New Haven will continue in effect; provided, however, that the City of New Haven through its Board of Aldermen approves the acquisition plan submitted to it by the Regional Water Authority.

5. No obligation provided for hereunder shall be binding on either party until all obligations have been adopted, ratified and confirmed by the Authority and the Representative Policy Board on the part of the South Central Connecticut Regional Water District and the Board of Aldermen on the part of the City of New Haven.


Howard Brooks


John Daniels