

MINUTES

**Joint Meeting of the Representative Advisory Board to the Southeastern Connecticut
Water Authority and the and the Southeastern Connecticut Water Authority
Electronic Virtual Meeting held via Zoom on
January 18, 2024**

The joint meeting of the Representative Advisory Board (RAB) to the Southeastern Connecticut Water Authority, and the Southeastern Connecticut Water Authority, was called to order at 7:00 pm by Advisory Board Chairman Barry Weiner. It was determined by SCWA General Manager and Acting RAB Secretary, Josh Cansler, that the requisite number of members present constituted a quorum. Chairman Barry Weiner concurred.

Advisory Board members in attendance were: Chairman Barry Weiner, New London; Carol Russell, East Lyme; Martin Artale, City of Groton; Mary Lou Smith, Town of Groton; Mike Cherry, Ledyard; William Piendiadz, Montville; Christopher Seery, Norwich; Leslie Hotary, Salem; Kathryn Nason Burchenal and Kevin Bowdler, Stonington Borough.

SWCA Board members in attendance were: Authority Chairman Edward Monahan, Harry Watson, Paul Eccard, and Nicholas Mullane.

Chairman Barry Weiner offered a period for public comment. There were no customers or citizens in the meeting wishing to speak.

A motion was made by Mr. Cherry, and seconded by Ms. Russell, to accept the minutes from the October 19, 2023 meeting. The motion was carried unanimously.

On behalf of the RAB Finance Committee, Ms. Smith and Mr. Cherry reported that the Fiscal Year 2023 Annual Audit of the Authority was carried out and accomplished satisfactorily by the firm of Hoyt, Filippetti & Malaghan, LLC. They noted that the audit went smoothly and there were no significant findings during the audit. Mr. Cherry made a motion to accept the FY 2023 Audit report as presented by Hoyt, Filippetti & Malaghan, LLC. His motion, seconded by Mr. Piendiadz, was carried unanimously.

RAB Chairman Weiner proposed that Authority Chairman Monahan dispense with reading his SCWA Chairman's Report (Attachment #1) out loud since the RAB members had received the report well in advance of the meeting and had presumably already read it. Chairman Weiner asked if there were any questions regarding Chairman Monahan's Report. He also asked General Manager Cansler if he had anything new to add to the report.

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Mr. Cansler said that he had a few updates to the report:

1. Mr. Cansler said they were still waiting for the approval of the Oakdale Heights Request for Transfer of Water Lands Application that was submitted to the State Department of Public Health (DPH) in early August 2023. He said he had been informed that the application was pending legal review by the DPH Commissioner's office.
2. Mr. Cansler briefly discussed the Grant-in-Aid for Upgrades to the Tower Pump Station which he stated is a new item since the last meeting. He also mentioned that the EPA federal guidelines on PFAS were expected to be released this quarter.

Mr. Cherry made a motion to accept the Chairman's Report as presented. His motion, seconded by Mr. Piendiaz, was approved unanimously by all members present.

Chairman Weiner indicated he did not have anything to report as RAB Chairman, however he stated that at the next quarterly meeting the RAB should re-evaluate whether to continue with virtual meetings versus going back to in-person meetings.

Because there was no one present from the Nominating Committee, Chairman Weiner stated that, in accordance with the RAB Bylaws, the current RAB Officers (Mr. Weiner as Chair, and Mr. Cherry as Vice-Chair, and SCWA General Manager Josh Cansler as acting RAB Secretary) would remain in their positions until such time that the Nominating Committee can present a proposed slate of nominees for appointment or re-appointment as RAB officers.

Mr. Cansler stated that several committees, including the Nominating Committee, had vacancies due to significant turnover in the past few months. Mr. Weiner requested that Mr. Cansler send out an updated Committee Assignments list prior to the next meeting.

There were no reports from the rest of the Representative Advisory Board members, and there was no New Business.

A motion was made by Mr. Cherry, and seconded by Mr. Piendaidz, to adjourn the meeting at 7:30 p.m. The motion carried unanimously. The next meeting is scheduled for April 18, 2024, at 7:00 pm.

Respectfully submitted,
Josh Cansler
SCWA General Manager/RAB Acting-Secretary

Attachment 1 to Minutes of the January 18, 2024 RAB Meeting:

Southeastern Connecticut Water Authority Chairman's Report to the Representative Advisory Board

I. Operational Activities

A. Oakdale Heights Subdivision (Montville)

At the request of the Oakdale Heights Homeowners Association (HOA), which represents the 219-home Oakdale Heights subdivision in Montville, a formal agreement for SCWA to take over ownership and operation of the Oakdale Heights water system was signed by SCWA and the HOA in July 2023. The signed agreement was submitted along with a formal Request for Transfer of Water Lands Application to the State Department of Public Health (DPH) in early August. As of today this application has still not been approved by DPH.

B. Seven Oaks/Montville Interconnection Project

This project will complete the interconnection between Seven Oaks and Montville divisions. The Pre-bid Construction Package, which includes the initial plans and specifications, was submitted to the State Department of Public Health (DPH) Drinking Water Section (DWS) last March and was approved in October 2023. A request for proposals was publicly announced in November, and the bid opening was on December 15, 2024. SCWA received a total of 3 proposals for this project ranging between \$780,000 and \$1,191,750.

At their meeting in January the Authority voted to award a contract for the project titled "SCWA Seven Oaks Water Main Interconnection", pending approval by the State DPH DWSRF section, to the low bidder, Roma Construction of Griswold, CT, for a bid price of \$780,000, provided they submit all required bid award documents. If Roma Construction does not provide the required documents in a timely manner, the the Authority will accept the second lowest bidder, B & W Paving and Landscaping of Oakdale, CT, for a bid price of \$1,045,250.

C. Grant-in-Aid for Upgrades at the Tower Pump Station (Ledyard)

In November 2023 SCWA received word that the State approved a public act that included a grant-in-aid for the Tower Division to upgrade the pump station, add storage tanks, and upgrade security. This grant also includes extension of the emergency connection up Christy Hill Road. The total amount allocated is \$3 million.

Since the grant money was allocated to the State Department of Public Health (DPH), SCWA requested a meeting with DPH to discuss the requirements for spending the grant-in-aid funding. SCWA was informed by DPH in December that this meeting would be scheduled for late January, after they meet with their legal office and the State Treasurer's office regarding requirements on how the grant money can be allocated and spent.

D. Upgrades at the Spicer Hill Booster Station

This project includes installation of variable frequency pumps (VFDs) at the Spicer Hill Booster Station, which is part of the Ledyard distribution system. This project also includes the elimination of the hydropneumatic pressure tanks, which is a top priority for DPH. SCWA has completed the first phase of this project, which included external electrical upgrades. The second phase of the project will be completed once the VFDs are delivered, which is expected to be late-spring 2024.

II. Administrative Activities

A. Fiscal Year 2023 Annual Audit

Hoyt, Filippetti & Malaghan, LLC conducted their initial audit visit of SCWA during the first week of October 2023. They will present their audit findings to the Representative Advisory Board (RAB) Finance Committee and the Authority prior to the January 2024 RAB meeting. Hoyt, Filippetti & Malaghan will have a representative available to answer questions during the Finance Committee's presentation to the rest of the RAB that same evening.

B. Lead Service Line Inventory

The National Primary Drinking Water Regulations for Lead and Copper, which went into effect in 2021, requires all public water systems to develop a lead service line (LSL) inventory that identifies all materials used to construct or repair all service lines connected to a public water distribution system. Last fall the EPA released their guidance for developing the LSL inventory. This LSL inventory must be completed and submitted by October 16, 2024. DPH sent the final inventory template out in August 2023, and that SCWA staff are currently researching and inputting data into the LSL Inventory spreadsheet.

III. Planning Activities

A. PFAS (Per- and Polyfluoroalkyl Substances)

In March 2023 the EPA announced their draft regulations regarding PFAS (Per- and Polyfluoroalkyl Substances), which included draft maximum contaminant levels (MCLs) for 6 different PFAS in drinking water. The review and comment period for these draft PFAS regulations ended May 30, 2023. The final EPA regulations are expected to be announced early this year.

B. Proposed New Development - Salem

This past summer SCWA participated in a meeting with DPH and CLA Engineers to discuss a proposed new 24-unit condominium development in Salem, which is in the SCWA exclusive service area (ESA). This development is currently still in the design and engineering phase. The developer hopes to begin construction in mid-2024 with the goal of selling the units in early 2025. This development will be located just off of Route 85/Hartford-New London Turnpike, approximately one mile south of the traffic circle.

C. Regional Considerations

- 1) Water Utility Coordinating Committee (WUCC):** The Eastern Connecticut Water Utility Coordinating Committee (WUCC) and the Statewide WUCC both last met in November 2022. A meeting of the Eastern WUCC scheduled for July 2023, was cancelled, and has not been rescheduled.
- 2) SCWA Interaction with the WPC and CWWA:** The General Manager is a member of the CT Water Planning Council Advisory Group (WPCAG), which meets monthly. He also represents SCWA as a member of the Connecticut Water Works Association (CWWA) Legislative Affairs Committee.

Edward C. Monahan, Chairman
Southeastern Connecticut Water Authority