

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
April 21, 2022**

The joint meeting of the Representative Advisory Board to the Southeastern Connecticut Water Authority and the Southeastern Connecticut Water Authority was called to order at 7:01 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; Mike Cherry, Ledyard; Anthony Siragusa, Montville; Robert Boissevain and Mike Macina, North Stonington; Christopher Seery, Norwich; Jeffrey Callahan, Stonington Borough

SWCA Board members in attendance were: Authority Chairman Edward Monahan, Vice Chairman Harry Watson, Treasurer Paul Eccard, and Claudia Koerting.

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

Chairman Weiner asked for a moment of silence for Authority Member Barbara Franciosi, who passed away on April 8, 2022.

A motion was made by Mr. Callahan and seconded by Mr. Boissevain to accept the minutes of the January 20, 2022, meeting. The motion carried unanimously.

SCWA Authority Chairman Monahan gave his report (Attachment 1) to the RAB and noted the continuing and safe operations of the Authority during the current COVID pandemic. During his discussion on Operational Activities, he gave an update on the proposed project to interconnect the Montville Division and Seven Oaks Division; the project to upgrade the Spicer Hill Booster Station; and the Tower Division Upgrades.

Under the Administrative section of his report Chairman Monahan discussed the need for a new Audit Firm to conduct the Annual Audit for SCWA, and the newly signed agreement between SCWA and the South Central Water Authority (RWA) to partner in their PipeSafe Program.

Addressing SCWA Planning Activities, Chairman Monahan provided an update on the construction of the Green Village II housing complex in Salem; construction of the Millwood Subdivision in Montville; and an update on PFAS related legislation that could potentially affect SCWA, once implemented. Also in his Chairman's report, Dr. Monahan also noted that SCWA continues its participation with the Water Utility Coordinating Committee (WUCC), the Southeastern Connecticut Council of Governments (SCCOG), the Water Planning Council (WPC), and the Connecticut Water Works Association (CWWA).

Chairman Weiner indicated there would be no report from his station at this meeting.

Chairman Weiner stated that, as mentioned in SCWA Chairman Monahan's Report, the RAB is responsible for appointing an Auditor to conduct an Annual Audit of the Authority. Based on the recommendation of the Authority, which reviewed all the proposals, Mr. Callahan made a motion to approve Hoyt Filippetti, and Malaghan, LLC as the Auditor responsible for conducting Annual Audit's of the Authority, for Fiscal Years 2022, 2023, and 2024. His motion, seconded by Mr. Cherry carried unanimously.

The next item on the agenda was a discussion of future RAB meetings. Mr. Cansler noted that the State Legislature had approved a bill the week before that would allow public meetings to be held through electronic means provided adequate notice of the virtual address is provided to the public. Chairman Weiner stated that he would prefer to go back to in-person meetings when the time is right. Several members stated they were fine with that once the pandemic resides, noting that COVID cases are currently rising in Connecticut. After some discussion Mr. Cherry made a motion to hold the next meeting (July 2022) virtually, and re-open this topic at that meeting. His motion, seconded by Mr. Callahan carried unanimously.

Mr. Callahan, representing the Appointments Committee, stated that the RAB needed to fill two vacancies on the seven-member Authority. He said that Mr. Cansler had passed along a potential nominee, Alex Masse of Sprague. Mr. Callahan said that he had interviewed Mr. Masse, and he seemed like a good fit for the Authority. He made a motion to appoint Mr. Masse to the Authority. His motion, seconded by Mr. Macina, was approved unanimously by all members present. Chairman Weiner stated that if any members knew of any potential nominees for the second vacancy, they should reach out to Mr. Callahan, or himself.

There were no other member reports.

A motion was made by Mr. Cherry, and seconded by Mr. Macina, to adjourn the meeting at 7:35 p.m. The motion carried unanimously. The next meeting is scheduled for July 21, 2022, at 7 pm.

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

Attachment 1 to Minutes of the April 21, 2022 RAB Meeting:

Chairman's Report to the Representative Advisory Board

I. Operational Activities

A. Seven Oaks/Montville Interconnection Project

Last year SCWA began the planning and engineering of a project to complete the interconnection between Seven Oaks and Montville divisions. Last April SCWA reached out to the current owners of the parcel (100 Waterfall LLC) between the end of the Montville distribution system and the Seven Oaks distribution system requesting consideration of an easement across their parcel. In their response, received in November, the owners stated they were willing to grant an easement for a water main that follows the street plan for their future proposed development, which is about 1900 feet longer than the SCWA proposed route.

In December General Manager Cansler sent a letter to the parcel owners, through their Attorney (Harry Heller), stating that their proposed longer route will result in a significant project cost increase, and that there are other routes available that do not cross their property, and may be more economically feasible. SCWA has not received a response to our December letter. In April SCWA submitted a Project Rollover Application to the Department of Public Health (DPH) requesting that this project stay on the Drinking Water State Revolving Fund (DWSRF) list of projects for FY 2023.

B. Spicer Hill Booster Station

In February SCWA received the initial design, and specifications for replacement of the hydropneumatic tank at the Spicer Hill Booster Station, which is part of the Ledyard Division. This project includes replacement of the existing pressure tank with a small booster pump package, installation of new piping to reroute distribution through the new pumps, and the elimination of the pressure tank from the system.

After review of the the engineering analysis SCWA realized that the only way to effectively eliminate the hydropneumatic pressure tank at Spicer Hill would be to install variable frequency pumps (VFDs) at the main pump station in Ledyard as well. Installation of VFDs at Ledyard will allow SCWA to also eliminate the pressure tank there as well, which is a top priority of the State Department of Health (DPH). SCWA received the design for both the main Ledyard pump station and supporting Spicer Hill booster station on April 11th. SCWA intends to request bids for this project in the next few weeks. This project will be funded through the Bond Anticipation Note (BAN) SCWA received last fall.

C. Tower Division Upgrades

Over the past year SCWA crews installed new valves and a backup water main leading from the Tower Division pump stations to the main distribution located on East Drive in Gales Ferry. The second phase of this project will be replacement of the original water mains. This project has been delayed because currently there is a 16-week lead time for delivery of piping and valves.

In anticipation of possible grants resulting from last year's federal infrastructure bill, SCWA submitted a Project Eligibility Application to the State in March requesting DWSRF funds to upgrade the Tower Division Pump Station, and add a 200,000 gallon water tank. The estimated cost of this project, including engineering is \$1.2 million.

II. Administrative Activities

A. Auditor

In late-February SCWA was informed by Sandra Welwood that her firm will no longer be doing audits, and therefore will not be conducting our Fiscal Year 2021 annual audit as expected. SCWA is required to provide the name of the Audit Firm conducting our annual audit by May 31st, so a new auditor will need to be approved by the SCWA Representative Advisory Board (RAB) at this meeting.

In March General Manager Cansler sent Requests for Proposal (RFP) to six firms that conduct utility/municipal auditing services. In response SCWA received two audit proposals (attached). The Authority reviewed the two proposals at the April meeting, and voted to recommend Hoyt, Filippetti & Malaghan, LLC, of Groton, to the RAB for approval to serve as the annual auditor for the next three years.

B. Proposal from Regional Water Authority (RWA) to partner in Pipesafe Program

Last fall the Authority received a letter from the South Central Connecticut Regional Water Authority (RWA), proposing a partnership with SCWA in their service line protection program, which is called PipeSafe. Similar to homeowners' insurance policies, customers who enroll in the program pay a small monthly fee in exchange for free repair or replacement of their service line if it leaks or fails. The proposed partnership would allow RWA to enroll SCWA customers in their PipeSafe program. In exchange SCWA would receive a percentage of the monthly fees charged our customers.

The Authority met with RWA in the fall, and received a draft agreement in January. After having a legal review conducted by the SCWA Attorney (Nick Kepple), the Authority voted in March to authorize the Chairman to sign the agreement with RWA to enter into a partnership in their PipeSafe service line protection program. The initial kick-off meeting is scheduled for Tuesday, May 3, 2022.

III. Planning Activities

A. Green Village – Salem

In November 2020 SCWA signed an agreement to take over as the owner/operator of the pumphouse and water distribution system at the new Green Village development in Salem once it is completed. Green Village will be a 55 and over community with 48 townhouse units, each unit with individual meters. The developer, Colchester Construction, had planned to start leasing units in early 2022, however the project has been delayed because DPH rejected the Green Village II Application for Approval of Wells 1 & 2 due to safe yield capacity and testing problems, and concerns about the water quality. The developer intends to install a third well several hundred yards away.

B. Construction of Millwood Subdivision (part of Hillcrest Division) in Montville

Sun Communities, Inc. is continuing construction of the new Millwood development, adjacent to their Hillcrest subdivision in Montville. The roads and infrastructure were completed in 2019 before Jensen Communities was sold to Sun Communities. The proposed Millwood development will have 46 modular homes for people aged 55+, and will tie into the existing Hillcrest water distribution system. General Manager Cansler stated that the first twelve homes have been sold, and several more homes are nearing completion.

C. PFAS (Per- and Polyfluoroalkyl Substances)

SCWA continues to monitor new guidelines and regulations pertaining to PFAS (Per- and Polyfluoroalkyl Substances). The 2022 and 2023 Connecticut State Budgets included funding for additional staffing for toxicological expertise, permitting of more Connecticut laboratories to do PFAS testing, support testing of public water systems, and a PFAS education program. In September the EPA released their "Strategic Roadmap to confront PFAS contamination nationwide". This roadmap established a list of goals and milestones for the EPA moving forward.

D. Regional Considerations

1) Water Utility Coordinating Committee (WUCC): The Eastern Connecticut Water Utility Coordinating Committee (WUCC) met for the first time in two years on February 9, 2022, and that the Statewide WUCC met on February 16th. Currently the Statewide WUCC is trying to address several topics involving interconnections/regionalization, non-community water systems design requirements, conservation/drought, and the process requiring non-community systems to connect to existing community water systems.

2) SCWA Interaction with Southeastern Connecticut Council of Governments (SCCOG): SCWA and the SCCOG continue to interact cooperatively. To this end, Chairman Monahan frequently attends the SCCOG Regional Water Committee meetings. The General Manager participates on the SCCOG Regional Water Committee's Technical Advisory Subcommittee (TAS).

3) 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.

IV. Personal Comment of the SCWA Chair

I would like to join the members of the SCWA Representative Advisory Board in remembering, and honoring, a member of the SCWA community, Barbara Franciosi. Barbara, who recently passed, served on the Authority for fifteen years, and the RAB for an additional 4 years.

Edward C. Monahan, Chairman
Southeastern Connecticut Water Authority