REPRESENTATIVE POLICY BOARD
Aquarion Water Authority
835 Main Street, Bridgeport, Connecticut
and
*https://teams.microsoft.com/meet/2124965281011715?p=SBy73ukRxhwKMxGo6V
Meeting ID: 212 496 528 101 171 5
Passcode: Vh6PE2fP
Or
Dial in by phone
+1 203-590-2110,,301204903# United States, Trumbull
Phone conference ID: 301 204 903#

AGENDA

Special Meeting of Wednesday, November 18, 2026 at 5:30 p.m.

I. Election of Presiding Member for November 18, 2026 Meeting

II. Safety Moment

III. Public Comment: The time limit granted to each speaker shall be three (3) minutes. Residents and customers may address the Board.

IV. Consent Agenda
   A. Approve minutes - October 20, 2026 special meeting

V. Items for Consideration and Action
   A. AWA RPB Nominating Committee's recommendation for the approval of RPB officers, effective immediately
   B. AWA RPB Bylaws and Rules of Practice Review Committee recommendation to ratify the proposed AWA RPB Bylaws, as presented
   C. AWA RPB Rules of Practice Review Committee recommendation to approve the proposed RPB Rules of Practice, as presented
   D. Adopt Calendar Year 2027 AWA RPB Regular Meeting Dates

VI. Reports
   A. Bylaws and Rules of Practice Review Committee
   B. Nominating Committee for RPB Officers
   C. Finance Committee
   D. Consumer Affairs Committee
   E. Land Use Committee
   F. AWA/Management

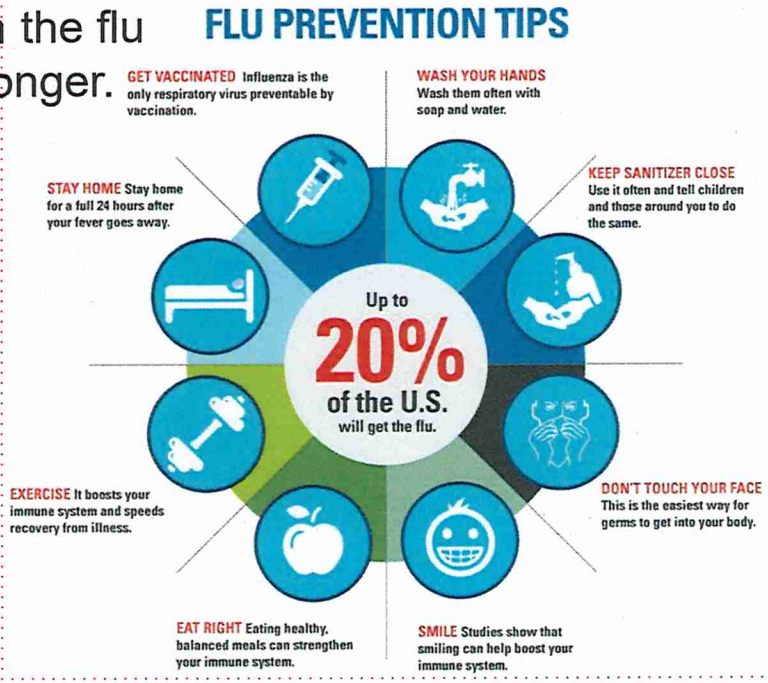
VII. Adjourn

*Members of the public may attend the meeting in person or by Teams. To view meeting documents, please visit www.aquarionwater.com/meetings. For questions, contact the board office at 203-401-2515 or by email at jslubowski@rwater.com.

SAFETY MOMENT

NOVEMBER – PREVENTING FLU IN THE WORKPLACE

Flu season is upon us. Most flu activity peaks between December and February, though it can last as late into the spring. Flu symptoms often mimic cold symptoms, making it hard to identify at the onset of symptoms. But the flu is far more severe, as it attacks the body more quickly and is often accompanied by fever. Recovering from the flu can take anywhere from a few days to a couple weeks, or longer.



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Preventing Flu in the Workplace:

1. Promote handwashing through posters
2. Clean all surfaces and objects before touching them
3. Arrange for a flu clinic at the office
4. Educate workers on flu signs and symptoms
5. Revisit your corporate wellness program

AQUARION Water Authority

Stewards of the Environment™

Representative Policy Board

Aquarion Water District

October 20, 2026

Minutes

A special meeting of the Representative Policy Board ("RPB") of the Aquarion Water District took place on Tuesday, October 20, 2026, at the Aquarion Water Authority, 835 Main Street, Bridgeport, Connecticut and via remote access. Mr. Betkoski presided.

PRESENT

RPB

Beacon Falls	Jack Betkoski
Bethel	Matthew Knickerbocker
Darien	Jon Zagrodsky
Easton	Thomas A. Herrmann
Fairfield	Jill S. Vergara
Goshen	Iain Kinsella
Greenwich	Frederick Lee
Groton	Gregory C. Leonard
Lebanon	Charles Weinsteiger(R)
Litchfield	Jeff J. Zullo(R)
Marlborough	Anthony Bratz
Middlebury	George F. Flaherty, Jr.(R)
Monroe	Kenneth Kellogg
New Canaan	Bernard Clarke
Newtown	Thomas Miskelly, Jr.
Norfolk	Matthew Klimkoski(R)
Oxford	Deborah Alterio(R)
Plainville	Michael T. Paulhus(R)
Ridgefield	Rudy Marconi
Seymour	Beth Nesteriak
Shelton	John Marsilio
Sherman	Aldo Pascarella
Southington	Robert Tonon(R)
Stamford	Miguel Robles
Torrington	Mario Colao
Trumbull	Paul Timpanelli
Westport	Jonathan Steinberg
Wilton	Claire Fennessey(R)
Wolcott	James Paolino

Absent

Cornwall	Dave Barger
New Milford	Pete Bass
Norwalk	Harry W. Rilling
Southbury	Stephen Schnell
Weston	Gustavus Christensen

Aquarion Water Authority (AWA)

David Borowy
Kevin Curseaden(R)
Todd Cort(R)
Catherine LaMarr
Mario Ricozzi

AWA Management

Michael J. Freda(R)
Lucy Teixeira
Rochelle Kowalski
Debra Szabo
George Logan
Peter Fazekas
Daniel Lawrence
Richard Ulrich
John Walsh
Andrea Millard
Brian Csizmadia
Jose Candelaria
Joy Hyde

RWA

Sunny Lakshminarayanan(R)
Jennifer Slubowski(R)

RWA RPB

Jamie Mowat Young

Counsel

Bruce McDermott, Esq. – Harris Beach Murtha(R)
Daniel Canavan – Harris Beach Murtha

Office of Consumer Affairs

Jeffrey M. Donofrio, Esq.

UNAPPROVED

Call to Order

The meeting was called to order at 5:30 p.m.

Mr. Freda, Chief Executive Officer, welcomed RPB members to the inaugural meeting. He expressed enthusiasm for the organization's future and highlighted the exceptional skills, experience, and knowledge represented among the board members. He emphasized the significant fiduciary responsibilities of the Board and acknowledged the leadership roles of Ms. Teixeira, AWA President, and the RWA's President. Mr. Freda stated that he looks forward to a strong and lasting partnership and to working collaboratively with both organizations in the years ahead.

I. ELECTION OF PRESIDING MEMBER

The next order of business was the election of a member to preside over the meeting. On motion made by Mr. Herrmann and seconded by Mr. Paolino, the RPB voted unanimously to appoint Mr. Betkoski as Presiding Member of the first meeting of the RPB, with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

II. SAFETY MOMENT

Ms. Teixeira, AWA President, reviewed the Safety Moment distributed to members.

III. PUBLIC COMMENT

Members of the public were offered the opportunity to comment. Ms. Ahern, a resident of Wilton voiced concerns regarding an AWA project and Freedom of Information request.

IV. COMMUNICATIONS

AWA management provided an opportunity for RPB members to submit suggestions for alternative training ideas to assist members in their role as RPB representatives. All suggestions would be considered.

V. ITEMS FOR CONSIDERATION AND ACTION

A. ESTABLISH STATUTORY COMMITTEES AND LEADERSHIP

Mr. Betkoski stated that the next order of business would be to establish RPB statutory committees including Consumer Affairs Committee, Finance Committee, and Land Use Committee.

UNAPPROVED

On motion made by Mr. Timpanelli and seconded by Mr. Knickerbocker, the RPB voted to approve the establishment of the RPB Consumer Affairs Committee, Finance Committee, and Land Use Committee, with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

B. ESTABLISH SPECIAL COMMITTEES AND LEADERSHIP

Mr. Betkoski stated that the RPB would next establish RPB special committees including Bylaws and Rules of Practice Committee, Nominating Committee for RPB Officers, and Nominating Committee for Authority members.

On motion made by Mr. Timpanelli and seconded by Mr. Paolino, the RPB voted to approve the establishment of the RPB Bylaws and Rules of Practice Committee, Nominating Committee for RPB officers, and Nominating Committee for Authority members, with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

C. SCHEDULE NOVEMBER AND DECEMBER 2026 MEETING DATES

Mr. Logan, the AWA's Director – Community Relations, commented on a schedule distributed to RPB members to set the November and December 2026 meetings. Mr. Knickbocker moved to open the topic for discussion.

RPB members discussed conflicts and prior commitments with the proposed dates. Discussion took place regarding meeting logistics and times. After discussion, it was determined that the proposed schedule would be amended and redistributed to members.

Following discussion, RPB members moved for approval to amend the motion, with 69 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye

UNAPPROVED

Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Nay	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

D. SET RPB MEETING PROCEDURES

RPB members discussed future meeting logistics including document delivery, meeting days, and times.

E. REVIEW AND APPROVE CONFLICT OF INTEREST

Ms. Teixeira communicated that the AWA's Conflict of Interest Policy ("COI Policy") was distributed to members for review. The COI Policy was established as part of AWA's change of control and is a Public Utilities Regulatory Authority ("PURA") requirement.

The COI Policy was adopted by the AWA Authority board at its last meeting and is being shared with the RPB for approval and support, as requested by PURA. RPB members discussed the COI Policy content and PURA requirements and timing.

Mr. Timpanelli moved for approval of the COI Policy and the motion was seconded by Mr. Knickerbocker.

After discussion, the Presiding Member called for the vote and the RPB voted to approve the motion with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

F. REVIEW AND APPROVE COST ALLOCATION POLICY

Ms. Teixeira stated that RPB members also received a Cost Allocation Policy ("CA Policy"). The policy is also a requirement established by PURA as part of the change of control. The CA Policy was adopted by the AWA Authority board at its last meeting and is being shared with the RPB for approval and support, as requested by PURA.

Mr. Timpanelli moved for approval of the AWA's Cost Allocation Policy, seconded by Mr. Knickerbocker.

UNAPPROVED

RPB members discussed the CA Policy content and details, including allocation, shared expenses, Authority membership, wording and audit process. Following discussion, it was the consensus of the RPB to revise wording on page two, first paragraph to change the word "may" to "will" or "shall."

After discussion, Mr. Timpanelli moved for approval of the AWA Cost Allocation Policy, as amended. Mr. Knickerbocker seconded the motion.

Further discussion ensued.

Following discussion, on motion made by Mr. Timpanelli and seconded by Mr. Marconi, the RPB voted to withdraw the original motion and defer the amended motion to next month's agenda. The Presiding Member called for the vote and the RPB voted to approve the amended motion with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

G. CONSIDER AND ACT ON RESOLUTIONS FOR DWSRF LOANS

Ms. Szabo, the AWA Vice President of Finance, reported on two Drinking Water State Revolving Fund ("DWSRF") resolutions for RPB approval for the following projects: 1) PFAS and 2) Lead Line Program. She stated that the resolutions are required for the AWA for low-cost DWSRF financing.

She commented that approval is not requested for project approval, as the projects are currently underway, but to approve the resolutions to allow the AWA to enter into agreements with DWSRF.

After discussion, Mr. Herrmann moved for approval of the following resolution:

1. *PFAS Projects:*

WHEREAS, the Aquarion Water Authority (the "Authority") proposes to issue its Bonds which may be issued as Project Loan Obligations delivered to the State of Connecticut (the "Bonds") in accordance with Special Act 77-98, as amended, of the General Assembly of the State of Connecticut (the "Act") and the Water System Revenue Bond Resolution, General Bond Resolution, adopted by the Authority on April 24, 2025, as amended and supplemented (the "General Bond Resolution"); and

WHEREAS, the Act authorizes the Authority to issue its bonds from time to time but subject to the approval of the Representative Policy Board (the "RPB").

NOW THEREFORE BE IT RESOLVED THAT:

UNAPPROVED

1. The Bonds shall not exceed an aggregate of $12,535,000 to finance the projects in the maximum amounts as set forth in item 3 below or so much as may be necessary after deducting grants or other sources of funds available for such projects.

2. The Bonds may be issued as obligations in one or more series pursuant to the General Bond Resolution and a supplemental resolution to be adopted by the AWA for each series of Bonds, each of which shall specify the amount of the Bonds, the purposes for which the Bonds are to be issued, the date or dates, maturities, sinking fund installments if any, interest rates, series, denominations, form, redemption prices, security provisions, whether bonds are taxable or tax exempt and such other details of the Bonds as the AWA shall determine in accordance with the limits established by the General Bond Resolution and hereby.

3. The purposes of the Bonds shall be to finance or refinance the cost of (i) (a) a new treatment and storage facility at the Woodbury Wells Numbers 2 and 3 site, including site and safety improvements and demolition of the existing treatment and control buildings in the maximum amount of $4,300,000; (b) an Ion Exchange (IX) treatment system for PFAS at the Brook Acres Well Station located in the New Milford Regional System, including site and safety improvements and demolition of the existing treatment and control buildings in the maximum amount of $1,725,000; (c) a new treatment building at the Indian Fields well site, including site and safety improvements in the maximum amount of $2,125,000; (d) water main installation from the Indian Spring System to the Cedar Heights Water Level in the New Milford Regional System, including miscellaneous appurtenant work at the Indian Spring Booster Station and the Cedar Heights Booster Station in the maximum amount of $1,800,000; (e) a new treatment building at the Judea Depot wellfield, including new booster pumps and tanks, in the maximum amount of $1,300,000; (f) addition of PFAS treatment at the Gillotti Wellfield located in the Ball Pond System in the maximum amount of $1,285,000; (ii) funds for deposit to reserve funds, as necessary for each project as set forth above in item (i) in accordance with the General Bond Resolution and as permitted by the Internal Revenue Code of 1986 and (iv) costs of issuance of each series of the Bonds (collectively, the "Project").

4. The Bonds may be sold by a competitive bid or by negotiation as serial or term bonds with stated maturities and may be sold in a private or direct placement.

Mr. Paolino seconded the motion, and the RPB approved the resolutions, with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

2. *Lead Line Projects*:

Mr. Lee moved for approval of the following resolution for Lead Line projects:

UNAPPROVED

WHEREAS, the Aquarion Water Authority (the "Authority") proposes to issue its Bonds which may be issued as Project Loan Obligations delivered to the State of Connecticut (the "Bonds") in accordance with Special Act 77-98, as amended, of the General Assembly of the State of Connecticut (the "Act") and the Water System Revenue Bond Resolution, General Bond Resolution, adopted by the Authority on April 24, 2025, as amended and supplemented (the "General Bond Resolution"); and

WHEREAS, the Act authorizes the Authority to issue its bonds from time to time but subject to the approval of the Representative Policy Board (the "RPB").

NOW THEREFORE BE IT RESOLVED THAT:

1. The Bonds shall not exceed an aggregate of $12,175,000 to finance the projects in the maximum amounts as set forth in item 3 below or so much as may be necessary after deducting grants or other sources of funds available for such projects.

2. The Bonds may be issued as obligations in one or more series pursuant to the General Bond Resolution and a supplemental resolution to be adopted by the AWA for each series of Bonds, each of which shall specify the amount of the Bonds, the purposes for which the Bonds are to be issued, the date or dates, maturities, sinking fund installments if any, interest rates, series, denominations, form, redemption prices, security provisions, whether bonds are taxable or tax exempt and such other details of the Bonds as the AWA shall determine in accordance with the limits established by the General Bond Resolution and hereby.

3. The purposes of the Bonds shall be to finance or refinance the cost of (i) (a) Phase II of the lead service line inventory and the creation of a lead replacement plan and lead service line replacement standard operating procedures and documentation in the maximum amount of $8,650,000; (b) Phase II of the replacement of known lead or galvanized requiring replacement service lines in service areas including 172 lines in Bridgeport, Stratford, Fairfield, Trumbull and Shelton in the maximum amount of $2,700,000; (c) the development of service line material inventories for the Torrington Water System in the maximum amount of $825,000 (ii) funds for deposit to reserve funds, as necessary for each project as set forth above in item (i) in accordance with the General Bond Resolution and as permitted by the Internal Revenue Code of 1986 and (iv) costs of issuance of each series of the Bonds (collectively, the "Project").

4. The Bonds may be sold by a competitive bid or by negotiation as serial or term bonds with stated maturities and may be sold in a private or direct placement.

Mr. Knickerbocker seconded the motion, and the RPB approved the resolutions, with 71 total weighted votes cast in the affirmative.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent

UNAPPROVED

Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

VI. OCA ROLE AND FREEDOM OF INFORMATION REQUIREMENTS

Attorney Donofrio, Office of Consumer Affairs ("OCA"), provided a presentation on the OCA's role and responsibilities and Freedom of Information Act overview and requirements.

VII. ADJOURN

Mr. Betkoski thanked RPB members for their attendance and discussion and AWA staff for assisting with the meeting. He called for a motion to adjourn.

At 7:15 p.m., on motion made by Mr. Marconi and seconded by Mr. Lee, the RPB voted to adjourn the meeting with 71 total weighted votes cast in the affirmative, the meeting adjourned.

Beacon Falls(0)	Aye	Marlborough(0)	Aye	Seymour(1)	Aye
Bethel(0)	Aye	Middlebury(0)	Aye	Shelton(6)	Aye
Cornwall(0)	Absent	Monroe(3)	Aye	Sherman(0)	Aye
Darien(2)	Aye	New Canaan(2)	Aye	Southbury(0)	Absent
Easton(8)	Aye	New Milford(1)	Absent	Southington(0)	Aye
Fairfield(7)	Aye	Newtown(2)	Aye	Stamford(9)	Aye
Goshen(7)	Aye	Norfolk(1)	Aye	Torrington(5)	Aye
Greenwich(6)	Aye	Norwalk(0)	Absent	Trumbull(4)	Aye
Groton(1)	Aye	Oxford(0)	Aye	Weston(2)	Absent
Lebanon(0)	Aye	Plainville(2)	Aye	Westport(3)	Aye
Litchfield(1)	Aye	Ridgefield(1)	Aye	Wilton(0)	Aye
				Wolcott(0)	Aye

Respectfully submitted,

_____
Jack Betkoski, Presiding Member

(R) – Attended remotely.

UNAPPROVED

AQUARION WATER AUTHORITY

REPRESENTATIVE POLICY BOARD

NOVEMBER 18, 2026

PROPOSED RESOLUTION

RESOLVED, that the following officers are hereby elected to serve, effective immediately, through December 31, 2027, or until their respective successors are duly elected and qualified:

Chairperson:	John W. Betkoski
Vice Chairperson:	Thomas A. Herrmann
Secretary:	Kenneth Kellogg
Treasurer:	Frederick Lee

DRAFT

AQUARION WATER AUTHORITY

REPRESENTATIVE POLICY BOARD

NOVEMBER 18, 2026

PROPOSED RESOLUTION

(RPB Bylaws and Rules of Practice Review Committee recommendation to RPB to ratify RPB Bylaws)

RESOLVED that at the recommendation of the Representative Policy Board ("RPB") Bylaws and Rules of Practice Review Committee, the RPB hereby ratifies the Bylaws, as presented at the meeting, and set forth on the document attached hereto and made a part hereof.

DRAFT

REPRESENTATIVE POLICY BOARD
OF THE
AQUARION REGIONAL WATER DISTRICT

BYLAWS

ARTICLE I Meetings

Section 1.1 Regular Meetings

(a) Regular meetings of the Aquarion Representative Policy Board (the "Board") of the Aquarion Regional Water District (the "District") shall be held at least quarterly with the Aquarion Water Authority Board (the "Authority Board") and such members of the management and staff of the Aquarion Water Authority (the "AWA") as the Board deems appropriate.

(b) The Secretary of the Board shall cause to be filed not later than December 31 of each year, in the office of the Board and on the website, and the Chairperson of the Board shall cause to be filed with the clerk of each member municipality of the District, the schedule of regular meetings of the Board for the ensuing year. No such meeting shall be held sooner than thirty days after such schedule has been filed.

Section 1.2 Members to Receive Notice of Regular Meetings

The Secretary of the Board shall cause to provide written notice of regular meetings of the Board to be delivered by email (or other electronic means) to each member of the Board (individually a "Member") or, if requested by such Member in person or by first class mail to the usual place of abode of such Member, upon order of the Chairperson or Vice-Chairperson at least five days before such meeting. If for any reason the Chairperson or Vice-Chairperson fails to order the call of a regular meeting, the Secretary of the Board may call such meeting. Such notice shall state the time, place, and purpose of the meeting.

Section 1.3 Special Meetings

(a) Special meetings of the Board may be called upon due notice by any reasonable means, including by email (or other electronic means) at such time as the Chairperson or, in his/her absence, the Vice-Chairperson shall determine. Special meetings may be called upon the written request (which written request may be by email or other electronic means) of four or more Members or by Members holding at least thirty percent of the weighted vote of the Board.

(b) The Secretary of the Board shall cause to be filed not less than twenty-four hours prior to the time of a special meeting of the Board in the office of the clerk of each member town or city of the District, notice of the time and place of such special meeting. The Secretary of the Board shall cause such notice to be posted in the office of the Board by email (or other electronic means) not less than twenty-four hours prior to the time of a special meeting. The notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings by the Board.

(c) In the case of an emergency, an emergency special meeting may be held without complying with subsection (b) of this section, so long as the requirements of Section 1.4 are met.

Section 1.4 Members to Receive Notice of Special Meetings

The Secretary of the Board shall cause to provide written notice of special meetings of the Board to be delivered in person, by first class mail to the usual place of abode of each Member or by email (or other electronic means) upon order of the Chairperson or Vice-Chairperson at least twenty-four hours before such meeting. If for any reason the Chairperson or Vice-Chairperson fails to order the call of a special meeting, the Secretary of the Board may call such meeting. Such notice shall state the time, place, and purpose of the meeting. In the event of an urgent matter requiring action in less than twenty-four hours, the Chairperson or Vice-Chairperson may call an emergency special meeting upon such notice, given in such manner

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as the Chairperson or Vice-Chairperson may determine. At such emergency special meeting only such urgent matter may be considered, and a copy of the minutes of the meeting, setting forth the nature of the emergency and the proceedings which occurred at the meeting, shall be filed with the clerk of each member town or city of the District and in the office of the Board not later than seventy-two hours following the holding of the meeting.

Section 1.5 Waiver of Notice

Before or at any meeting of the Board, any Member may, in writing or email, waive the requirement of the delivery of written notice of such meeting and such waiver shall be deemed equivalent to the delivery of such written notice. Such waiver may be given by email (or other electronic means). Attendance by a Member at any meeting shall also be a waiver of the requirement of the delivery of written notice, except where the Member attends a meeting for the express purpose of objecting to the conduct of business on the ground that the meeting was not lawfully called or is not lawfully convened. If all the Members are present at any meeting of the Board, no notice shall be required, and any business may be transacted at such meeting.

Section 1.6 Delivery of Notice to Designated Persons

Where practicable, the Secretary of the Board shall cause to give written notice of regular and special meetings of the Board by email or other electronic means to any person as the Board shall designate from time to time as hereinafter provided in Section 1.7 at least one week prior to the date set for the meeting, except that the Board may give such notice as it deems practical of special meetings called less than seven days prior to the date set for such meeting and provided further that such notice shall be by first class mail if the person requesting the notice has so specified and has paid an annual fee of twenty-five dollars or by email (or other electronic means).

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Section 1.7 Persons to Receive Notice

Any person who desires to receive personal notice of regular and special meetings of the Board shall file a request with the Board in writing or by email stating such person's name and mailing address and email address if available. The Board shall maintain the names of such persons on a list to receive notice of meetings for a period of one year, after which date, the name shall be deleted from such list unless or until such request is renewed in writing or by email in the same manner, which renewal request shall be filed within thirty days after January first of each year.

Section 1.8 Filing of Agenda of Regular Meetings

The agenda of each regular meeting shall be filed in the office of the Board or by email (or other electronic means) at least twenty-four hours in advance of the meeting. Any subsequent business which was not included in the filed agenda may be considered and acted upon with the affirmative vote of two-thirds of the weighted votes of the Members present and voting.

Section 1.9 Quorum

At all meetings of the Board, a majority of the weighted votes of the entire Board shall constitute a quorum for the transaction of business, and acts passed by a majority excluding vacancies of the weighted votes of the Members present at a meeting at which a quorum is present shall be the acts of the Board, except where a larger number is required by law or these Bylaws.

Section 1.10 Executive Session

In accordance with Section 1-225 of the General Statutes, the Board may hold an executive session, as defined and for the reasons set forth in subsection (6) of Section 1-200 of the General Statutes, upon an affirmative weighted vote of two-thirds of the Members present and voting,

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taken at a regular or special meeting of the Board and stating the reasons for such executive session.

Section 1.11 Adjournment, Notice

The Board (including less than a quorum thereof) may, by a majority of the weighted vote of those Members present, adjourn any regular or special meeting to a time and place specified. At any such adjourned meeting, any business which might have been transacted at the meeting as originally called may be transacted without further notice, provided a quorum is present and notice of the adjourned meeting has been provided to Members in accordance with Section 1.2, in the case of an adjourned regular meeting, or Section 1.4, in the case of an adjourned special meeting. If all Members are absent from any regular meeting, the meeting adjourns to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in Section 1.4 for special meetings, unless such notice is waived. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the regular or special meeting was held and on the website, within twenty-four hours after the time of the adjournment. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meeting of the Board.

ARTICLE II Weighted Voting

Upon all matters for which a vote of the Board is required by law or under these Bylaws, the vote of each Member shall be accorded a weight as provided by law. The minutes of each meeting of the Board shall record for each vote the names of the city or town for which the vote was cast, the weight accorded to that vote, and the total weighted votes cast on the matter. Such minutes shall be made available for public inspection at the office of the Board or other electronic means within seven days of the sessions to which they refer. A written record of such votes shall

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be made available at the office of the Board for public inspection or other electronic means within forty-eight hours of the session to which it refers. Prior to the first meeting of the Board in each fiscal year of the AWA, the Secretary of the Board shall cause to determine the weights to be accorded the vote of each Member as provided by law and notify Members in writing or by email (or by other electronic means) of such determination, 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 AWA 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 excluding vacancies 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.

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Section 3.3 Removal

An officer may be removed by a majority excluding vacancies 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 of the Board shall cause to issue notice of meetings, keep and distribute minutes. The Secretary of the Board shall 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.

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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 excluding vacancies 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 of the Board 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 excluding vacancies 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.

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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.

Section 5.2 Clerical Services

All clerical positions and compensation for such positions shall be approved by the Board.

Appointment and termination of clerical personnel shall be determined by the Chairperson of the Board.

ARTICLE VI Financial

Section 6.1 Reserved

Section 6.2 Compensation

(a) A Member of the Board shall receive such compensation from the AWA as may be authorized for each day or part thereof in which the member is engaged in Board duties and shall be reimbursed for necessary expenses incurred in the performance of such duties. The Chairperson shall receive a per diem payment of 1.5 times the amount paid to Members. Such payments shall not be paid unless approved by a majority excluding vacancies weighted vote of the Board.

(b) Board duties designated as acceptable for duty compensation are as follows:

1. Regular Board meetings.
2. Special Board meetings.
3. Authority Board meetings (or AWA Management meetings by the request of the Board).
4. Committee meetings as a member thereof.

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5. Committee meetings as a non-member by invitation of the committee chairperson.
6. Orientation meetings.
7. Attendance at the AWA's public functions such as the dedication of a treatment plant, or a new trail system, by the Authority Board's invitation.
8. Meeting with officials of the town and quasi-official committees which are functionally appropriate; all such meetings are to be coordinated with the Authority Board.
9. Appearance at municipal hearings related to District matters initiated by the Authority Board.
10. Speaking at a local civic group function as an official representative of the District.
11. One duty day shall be paid for the necessary advance review of material to be considered at each Board meeting or public hearing (hereinafter "RPB Reading Day"), except that compensation shall be limited to one RPB Reading Day in the event that the Member attends more than one Board meeting or public hearing or both that occur on the same date.
12. Notwithstanding the provisions of Section 6.2(b)(11) of this section, one duty day shall be paid for a Member's necessary advance review of material to be considered at Authority Board meetings which the Member attends ("Authority Board Reading Day"), except that compensation shall be limited to one Authority Board Reading Day in the event the Member attends multiple Authority Board meetings on the same date.

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13. Such other duties as may be authorized by the Chairperson of the Board and approved by a majority excluding vacancies weighted vote of the Board.

(c) The Chairperson of the Board and Vice-Chairperson of the Board, when performing the duties and exercising the powers of the Chairperson, in addition to such compensation that he or she would otherwise be entitled, shall receive compensation when in the performance of his or her duties, he or she attends meetings with AWA Management, the Authority Board or Board committee meetings or meetings with individual representatives of AWA Management, the Authority Board or the Board at the AWA offices.

Section 6.3 Reserved

Section 6.4 Board Transactions with Members and Employees/Conflict of Interest

(a) A "conflict of interest" means any interest which is in substantial conflict with the proper discharge of the duties and the responsibilities of any Board member. A conflict of interest exists when there is a reason to believe or expect that the individual Board member or the Board member's immediate family or business with which the Board member is associated will derive a direct or indirect monetary gain or suffer a direct monetary loss, as the case may be, by reason of the of the Board member's official activity relative to the AWA. A non-financial conflict of interest exists when a Board Member is not affected financially by a decision but is affected in some other way that might make the Board Member biased or appear to be biased.

If any Member or employee of the Board has a financial interest or a personal beneficial interest, directly or indirectly, in any proposed contract or proposed purchase order for any supplies, materials, equipment or contractual services to be furnished to or used by the Board, such Member or employee shall immediately so inform the Board and shall recuse themselves from the deliberations or vote concerning such contract, purchase order, or any other Board

matters that include such scope of work. The Board may terminate the membership or employment of any person who violates this subsection.

(b) No Member or employee of the Board shall accept or receive, directly or indirectly, from any person, firm or corporation to which any contract or purchase order may be awarded, by rebate, gift or otherwise, any promise, obligation or contract for future reward or compensation or any money or anything of value in excess of ten dollars, provided the aggregate value of such things provided by a donor to a recipient in any calendar year shall not exceed fifty dollars and, excluding any food or beverage costing less than fifty dollars in the aggregate per recipient in a calendar year, and consumed on an occasion or occasions at which the person paying, directly or indirectly, for the food or beverage, or his or her representative, is in attendance.

(c) For purposes of this section, a "financial interest" constitutes a monetary or pecuniary benefit received by a Board member or employee of the Board as a result of a contract, transaction, Board vote, decision or other matter which is, or may be, the subject of an official act or action by or with the Authority Board or the Board.

And a "personal beneficial interest" means any interest, other than financial or pecuniary, which would affect the action of the Board member or employee of the Board, except if that interest is based solely on the responsibility of his/her Board membership or employment with the Board.

Section 6.5 Limitations of Liability and Indemnification

(a) **Definition**. As used in this Section 6.5, "CBCA" means the Connecticut Business Corporation Act, Chapter 601 of the Connecticut General Statutes, as the same may be amended from time to time.

(b) **Limitation of Liability of Members.** The personal liability of a Member to the District, the Board and/or any member of any such body for monetary damages for breach of duty

as a Member shall be limited to an amount equal to the amount of compensation received by such person for serving the District or the Board during the calendar year in which the violation occurred (and if the person received no such compensation from the District or the Board during the calendar year of the violation, such person shall have no liability to the District and/or the Board for breach of duty) if such breach did not:

1. involve a knowing and culpable violation of law by such person;
2. enable such person or an "associate", as defined in Section 33-840 of the CBCA, to receive an improper personal economic gain;
3. show a lack of good faith and a conscious disregard for the duty of such person to the District and/or the Board, as the case may be, under circumstances in which such person was aware that his or her conduct or omission created an unjustifiable risk of serious injury to the District and/or the Board; or
4. constitute a sustained and unexcused pattern of inattention that amounted to an abdication of such person's duty to the District and/or the Board.

Any repeal or modification of this Section 6.5 shall not adversely affect any right or protection of a Member from the Authority Board and/or the Board existing at the time of such repeal or modification.

Nothing contained in this Section 6.5 shall be construed to deny to the Members the benefit of Section 52-557n of the Connecticut General Statutes as in effect at the time of the violation.

(c) **Indemnification of Members**. The Board shall 1) indemnify to the fullest extent permitted by law, each Member for all "liability," as defined in Section 33-770 of the CBCA, to any person for any action taken, or any failure to take any action, as a Member, except liability that (i) involved a knowing and culpable violation of law by such person, (ii) enabled such person or an

"associate," as defined in Section 33-840 of the CBCA, to receive an improper personal gain, (iii) showed a lack of good faith and a conscious disregard for the duty of such person to the District and/or the Board under circumstances in which such person was aware that his or her conduct or omission created an unjustifiable risk of serious injury to the District and/or the Board or (iv) constituted a sustained and unexcused pattern of inattention that amounted to an abdication of such person's duty to the District and/or the Board, and 2) advance to each Member funds to "expenses", as defined in Public Act 09-55 incurred by each such person who is a party to a proceeding.

(d) **Intent of Provision**. The intent of this Section 6.5 is to limit the liability of the Members to the District, the Board and any members of any such body, and to require indemnification of the Members by the Board to the fullest extent that liability of directors could be limited and to the fullest extent that indemnification could be made for directors of a Connecticut stock corporation under the CBCA, and for Members to have the same and the fullest rights of indemnification and advance of expenses as directors of a Connecticut corporation could have under the CBCA and in the manner provided for directors of stock corporations under the CBCA. This Section 6.5 is set forth in the Bylaws of the Board to have the same force and effect as it would have if set forth in the Certificate of Incorporation of the Board if the Board had a Certificate of Incorporation.

ARTICLE VII Nondiscrimination

Section 7.1 Guarantee of Equal Employment Practices by the Board

Members and officers of the Board shall recruit, appoint, assign, train, evaluate and promote Board personnel without regard for race, color, religious creed, sex, sexual orientation, age, national origin, ancestry, present or past history of mental disorder, intellectual disability, learning

disability or physical disability (except where, because of such physical or mental disability an individual is unable to perform the essential functions of the job with a reasonable accommodation).

Section 7.2 Activities of the Board to be Performed without Discrimination

All services of the Board shall be performed without discrimination based upon race, color, religious creed, sex, sexual orientation, age, national origin, ancestry, present or past history of mental disorder, intellectual disability, learning disability or physical disability (except where, because of such physical or mental disability an individual is unable to perform the essential functions of the job with a reasonable accommodation). No Board facility shall be used in the furtherance of any discriminatory practice, nor shall the Board become a party to any agreement, arrangement or plan which has the effect of sanctioning discriminatory practices.

ARTICLE VIII Orientation of New Members

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 Aquarion Water Authority Board

Section 9.1 Election and Terms

The Authority Board is to consist of members, not Members of the Board, as defined in Special Act 77-98, as amended.

Section 9.2 Nominating Committee

The Chairperson of the Board, if not a declared candidate for membership on the Authority Board, 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 Board. 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 Board membership in a given year must so declare to the Chairperson of the Board, prior to the appointment of the Nominating Committee. 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 Board and its Chief Executive Officer and the President of the AWA with regard to the types of experience and other traits most needed by the Authority Board 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 as set forth in Public Act 24-1, amending 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 in a timely manner. 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 Board, and the Chief Executive Officer and the President of AWA. 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 Board. 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 or by email 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 Board 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.

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 Board, and the Chief Executive Officer and the President of AWA 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 Board for a term commencing on January 1st of the following calendar year and invite candidates to apply. The announcement shall include the required qualifications for members of the Authority Board as set forth in Public Act 24-1, amending 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 Board. 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 or emailed to members of the Board not less than ten days prior to the meeting of the Board at which the Authority Board 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.

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Section 9.4 Board Action

In the event the appointment to the Authority Board 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 excluding vacancies 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 excluding vacancies of weighted votes are cast in favor of one candidate.

Section 9.5 Official Communication

The Chairperson of the Board shall cause to report the results of the vote by letter or email (or other electronic means) to the chief elected official of each town and city in the District

Section 9.6 Unexpired Terms

Any vacancy occurring on the Authority Board prior to the normal expiration of an Authority Board member's term shall be filled by an open candidacy process, as stated in Section 9.2 of the Bylaws.

ARTICLE X Amendment

(a) The Board shall review its Rules of Practice, and its Bylaws as needed. In addition, every five years, beginning with 2032, a committee appointed by the Chairperson shall review these documents and report its findings and recommendations to the Board.

(b) These Bylaws may be amended by a majority of the weighted vote of the entire membership at any regular meeting of the Board or at any special meeting called for that purpose,

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provided that written notice of the proposed amendment be given to the Members at least five days prior to such meeting.

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AQUARION WATER AUTHORITY

REPRESENTATIVE POLICY BOARD

NOVEMBER 18, 2026

PROPOSED RESOLUTION

(RPB Bylaws and Rules of Practice Review Committee recommendation to RPB to adopt Rules of Practice)

RESOLVED that at the recommendation of the RPB Bylaws and Rules of Practice Review Committee, the RPB hereby adopts its Description of Organization, Rules of Practice and Procedures for Consumer Complaints, as presented at the meeting, and attached hereto and made a part hereof.

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REPRESENTATIVE POLICY BOARD
OF THE
AQUARION REGIONAL WATER DISTRICT

Description of Organization, Rules of Practice
and Procedures for Consumer Complaints

I. DESCRIPTION OF ORGANIZATION

Section 1. Description.

The Representative Policy Board of the Aquarion Regional Water District (the "Board") is empowered and described in Public Act 24-01 amending Special Act No. 77-98, as amended, (herein, as from time to time amended, called the "Act").

Section 2. Functions.

(a) The Board is empowered by the Act, after Public Hearing (defined in the Rules of Practice below), to approve (i) the water supply system and wastewater system rates and charges established by the Authority (Sec. 47); (ii) the establishment of land use standards and disposition policies for the water supply system (Sec. 51); (iii) the initiation of projects costing more than the threshold amounts established by the Act (Sec. 52) or an agreed upon lesser amount or noncore business acquisitions or investments in an amount exceeding the threshold amount established by the Act (Sec. 52); (iv) the acquisition of any other water supply system or wastewater system (Sec. 52); (v) the location of a new purification or filtration plant or wastewater treatment plant in any zoning district in which such use in not permitted under local zoning regulations (Sec. 62); (vi) amendments to land use standards and land disposition policies related to the water supply system if deemed substantial by the Board (Sec.51); (vii) the sale or transfer of an interest in the real property of the water supply system (Sec. 51); (viii) the development of the real property of the water supply system for any non-water use (Sec. 51); and (ix) adjustments of Aquarion Water Authority ("Authority") rates and charges to cover payments in lieu of taxes ("PILOT") (Sec. 54).

(b) The Board is also empowered by the Act, without Public Hearing, to approve (i) an amount of investment in noncore businesses greater than five percent of the authority's net utility plant (Sec. 34), pursuant to procedures and filing requirements approved by the Board, ((ii) the interest rate on unpaid rates or charges for use of the water supply system (Sec. 47), (iv) the issuance of bonds by the Authority, except the Authority is authorized to refinance existing bonds without Board approval (Sec. 55) and (v) other matters such as amendments to the Land Use Plan for the water supply system deemed not to be substantial. The Board is empowered by the Act to (i) appoint Authority members and fix their compensation (Sec. 38), (ii) remove Authority members for cause (Sec. 38), and (iii) select a certified public accountant to perform the annual audit of the Authority's accounts, books and records (Sec. 53).

Section 3. Address.

All communication to the Board should be addressed to the Representative Policy Board, Aquarion Water Authority, 835 Main Street, Bridgeport, Connecticut 06604 or electronically to

Section 4. Public Information.

The public may inspect the bylaws, regulations, decisions and public records of the Board at its office at 835 Main Street, Bridgeport, Connecticut 06604. Written requests should be submitted to the Board at its above-stated official address.

II. RULES OF PRACTICE
ARTICLE I

GENERAL PROVISIONS

Part 1

Scope and Construction of Rules

Section 1. Procedure Governed.

These rules govern practice and procedure before the Board under the applicable laws of the State of Connecticut and except whereby statute otherwise provided.

Section 2. Definitions.

As used in these rules, except as otherwise required by the context:

(a) "Act" means Public Act No. 24-1, amending Special Act 77-98, as amended

(b) "Authority"" means the Aquarion Water Authority as created by Section 38 of the Act.

(c) "Authorized Expenditure" means with regards to capital expenditure project over the threshold amount established by the Act or a lesser amount (i) 110% of the amount originally approved by the Board or (ii) if the application related thereto as approved includes a cost index adjustment, then the greater of 110% of the amount originally approved by the Board, or the approved amount adjusted by the cost index.

(d) "Board" means the Representative Policy Board of the Aquarion Regional Water District, its members, and any Person duly designated to act on its behalf.

(e) "Chairperson" or "Chair" means the chairperson of the Board elected by the Board.

(f) "Consumer" means any Person, firm, corporation, company, association, city, borough or town that receives service from the Authority or a subsidiary corporation whether or not such Person, company, corporation, association, city, borough or town is financially responsible for such service.

(g) "Consumer Hearings" refers to Section 3, Article III hereof entitled "Procedures for Consumer Complaints".

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(h) "District " means the Aquarion Regional Water District created by Section 36 of the Act.

(i) "Fiscal Year" means the calendar year or any other annual period adopted by the Authority as its fiscal year.

(j) "Electronic equipment," as defined in Section 1-200(12) of the General Statutes, means any technology that facilitates real-time public access to meetings, including, but not limited to, telephonic, video or other conferencing platforms.

(k) "Hearing Officer" means any Member, or any other Person duly designated to preside at any Public Hearing of the Board in accordance with Section 13(b) of these rules.

(l) "Issuance Test Rate Application" means a Rate Application where all or any portion of any rate increase is based upon revenues needed for debt service of a new bond issuance for capital expenditures.

(m) "Legal Holidays" means those days designated as such by Section 1-4 of the General Statutes and any other day designated a holiday by the Authority.

(n) "Maintenance Test Rate Application" means a Rate Application where all or any portion of the increase in rate is based upon a need for revenue to fund operating expenses of the Authority.

(o) "Members" or "Membership" means the members of the Board appointed under Section 37 of the Act, when acting as such.

(p) "Person" means any individual, partnership, corporation, association, governmental subdivision, or public or private organization of any character.

(q) "Presiding Member" means any Member duly designated to preside at any Public Hearing of the Board in accordance with Section 13(a) of these rules.

(r) "Pro Forma Year" means with respect to any Rate Application the twelve-month period following the date on which any projected rate increase is to take effect.

(s) "Public Hearing" means that portion of the Board's procedures in the disposition of matters delegated to its jurisdiction by law wherein a presentation of evidence and argument occurs, which is preceded by due notice, and which includes an opportunity to present to the Board such written and oral testimony and argument as the Board or the Hearing Officer deems appropriate. Public Hearings may be conducted in a hybrid mode and using electronic equipment.

(t) "Rate Application" means any Issuance Test Rate Application, any Maintenance Test Rate Application or any other application for an increase or decrease in the Authority's rates.

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(u) "Rate Stabilization Fund" means a reserve account established in 2026 that allows for a Variable Rate Bond Sub-account and a Surplus Sub-account. Deposits to and contributions from the Rate Stabilization Fund are governed by the General Bond Resolution.

(v) "Rules" means the Rules of Practice set forth in Article II.

Any term not defined in these rules shall be as defined in the Act.

Section 3. Waiver of Rules.

Where good cause appears, the Board may permit deviation from these rules, except when such deviation is prohibited by statutes. The Board may authorize the Hearing Officer for a particular proceeding to permit similar deviation from these rules with respect to such proceeding.

Section 4. Construction and Amendment.

These rules shall be so construed by the Board, any Presiding Member or any Hearing Officer as to secure just, speedy and efficient determination of the issues presented. These rules may be amended by a majority of the weighted vote of the entire Membership at any regular meeting of the Board or at any special meeting called for that purpose, provided such amendment be given to the Members at least five days prior to such meeting.

Section 5. Computation of Time.

Computation of any period of time referred to in these rules begins with the first day following that on which the act which initiates such period of time occurs. The last day of the period so computed is to be included unless it is a day on which the office of the Board is closed, in which event the period shall run until the end of the next following business day. When such period of time, with the intervening Saturdays, Sundays and Legal Holidays counted, is five days or less the said Saturdays, Sundays and Legal Holidays shall be excluded from the computation; otherwise, such days shall be included in the computation.

Section 6. Protective Orders.

(a) Any Person seeking to file any document under protective order shall submit to the Board a motion for protective order setting forth which document and/or information it seeks to protect from disclosure and the basis for such request. The motion shall also include a form protective order governing the treatment of the protected material and a form non-disclosure agreement to be executed by any Person seeking access to such protected material.

(b) The Board, Chair, the Vice Chair of the Board, the Secretary of the Board, the Hearing Officer or the Presiding Member appointed for the proceeding may grant the motion for protective order if it, he or she concludes that the document or information contained therein is exempt from disclosure under the Freedom of Information Act (e.g., Conn. Gen. Stat. § 1-210(b)) or other provision of state or federal law.

Part 2
Formal Requirements

Section 7. Office.

The principal office of the Board is at 835 Main Street, Bridgeport, Connecticut 06604. The office of the Board is open from 8:00 a.m. to 5:00 p.m. each day except Saturdays, Sundays and Legal Holidays.

Section 8. Date of Filing.

(a) All applications and other documents governed by these rules shall be deemed to have been filed or received on the date on which they are issued or received by the Board. The Board's designated staff shall promptly distribute any such application to the Members.

(b) Applications requesting Board approval of proposed Authority actions will be accompanied by a letter of transmittal signed by a member of the Authority and must be submitted at least five days prior to the date of any action requested of the Board by the Authority on such application, provided that the five day period shall not be applicable to a particular application if the Board concurs with a report from the relevant committee of the Board that the public interest requires action by the Board prior to the expiration of said five day period and that it has been given adequate information by the Authority in anticipation of such filing. Said determination shall not consider the merits of the application but shall be one of a procedural nature only.

(c) A copy of all applications and other documents filed with the Board shall be simultaneously delivered to the Office of Consumer Affairs.

Section 9. Number of Copies.

In addition to the copies furnished to Members, there shall be filed copies available for the use of the staff and the public.

Section 10. Schedule of Public Hearings.

(a) The Board shall fix the date of Public Hearing and cause publication of the required notice thereof or may authorize its Chairperson or a committee thereof to fix such date and cause publication of such notice.

(b) When appropriate, the Chairperson may convene more than one hearing on any matter and direct such hearings to be held in suitable locations within the District so as to assure broader participation by the general public in discussion of the matters under consideration.

(c) In the case of the sale or transfer of real property pursuant to the Act, a Public Hearing shall be held in the city or town in which such real property is situated.

(d) The Chair may, in its discretion, after consultation with the Board member of the affected town, direct that the Public Hearing be held in such town, as a convenience to local residents. The determination to change the venue should provide due consideration to an Authority application

where an improvement or facility is planned (e.g. water tank, pump station, water treatment facility, solar panels etc.).

Section 11. Public Notice.

(a) Publication of Notice. Upon the fixing of a date for Public Hearing under the Act, the Board shall direct the newspaper publication of notice thereof at least twenty days before the date set for such Public Hearing in a newspaper or newspapers having a general circulation in each city and town comprising the District except in the case of an emergency where it shall not be less than seven days. If there is no such newspaper, such notice shall be published in one or more electronic media, including, without limitation the Authority's internet website, as are likely to reach a broad segment of persons within the District. Such notice shall contain the date, time and place of such Public Hearing, a reference to the particular sections of the Act involved, and a description of the matters to be considered at such Public Hearing

(b) Filing of Notice. A copy of the notice described above shall be filed in the principal office of the Board and in the office of the clerk of each city and town in the District and shall be available for inspection by the public from the date of publication to the date of the Public Hearing.

(c) Mailing to Designated Persons. Written notice of Public Hearing may also be delivered in person or by first class mail or electronic mail to such Persons as the Board shall designate from time to time as hereinafter provided. Such notices shall be provided to the Office of Consumer Affairs.

(d) Persons to Receive Notice. Any Person who desires to receive personal notice of Public Hearings of the Board shall file a request with the Board in writing stating such Person's name and mailing address. Such notice shall be delivered to such Persons by first class mail or electronic mail as soon as practicable but not later than one week prior to any such Public Hearing of the Board. The Board shall maintain the names of such Persons on a list to receive notice of meetings for a period of one year, after which date, the name shall be deleted from such list unless or until such request is renewed in writing in the same manner, which renewal request shall be filed within thirty days after January first of each year.

Part 3

Public Hearings, Procedure

Section 12. General Provisions.

The purpose of any Public Hearing shall be to provide to all users of the District water supply system or wastewater system, owners of property served or to be served, and other interested Persons an opportunity to be heard concerning the matters to be considered by the Board.

Section 13. Presiding Members, Hearings Officers and Conduct of Hearings.

(a) The Board may designate a Member to be a Presiding Member for the purpose of conducting any proceeding it shall hear under the Act.

(b) The Board may designate a Member or staff person of the Board or any natural person to be a Hearing Officer for the purpose of conducting any proceeding it shall conduct under the Act.

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(c) Either designation made in subsections (a) or (b) above shall be limited to the particular proceeding for which the appointment is made and for the purpose of no other matter or business before the Board.

(d) In a Public Hearing conducted by a Presiding Member, each Member may fully participate in such Public Hearing provided, however, the following powers and duties shall be delegated to the Presiding Member:

(i) The Presiding Member shall convene and conduct the Public Hearing.

(ii) The Presiding Member shall call and examine witnesses, receive oral and written evidence, rule on the admissibility of evidence and rule on the order in which the Public Hearing is conducted. In the Public Hearing conducted by the Presiding Member, the Presiding Member shall require Persons presenting testimony to be placed under oath. Members present at such Public Hearing may directly question witnesses after recognition by the Presiding Member.

(iii) If, in the opinion of the Presiding Member, the public interest so requires, the Presiding Member shall continue the Public Hearing to a date certain in order to receive additional evidence and/or testimony from the applicant, other parties or other interested Persons and such added exhibits and/or testimony ordered by the Board pursuant to Section 15 of these rules.

(iv) At the conclusion of the presentation of evidence at the Public Hearing, the Presiding Member may close the Public Hearing but allow the Public Hearing record to remain open until a date certain to receive additional exhibits and shall determine a date certain to receive comments on such exhibits from the applicant, other parties and other interested Persons, at which such date certain the Public Hearing record shall close.

(e) In a Public Hearing conducted by a Hearing Officer, the Hearing Officer shall be empowered to exercise on behalf of the Board all of the authority to conduct a Public Hearing delegated to the Board under the Act within the following limits:

(i) The Hearing Officer shall convene and conduct all Public Hearings required by law within the scope of the Board's designation. No testimony or argument shall become part of the record or form a basis for any finding of the Hearing Officer unless the Hearing Officer is present in the place where the Public Hearing is being conducted, including hybrid, and personally hears or receives the testimony and argument there offered, except that exhibits and testimony filed upon order of the Board pursuant to Section 15 of these rules or accepted by the Board in its discretion shall be part of the record and may be submitted at a time and place determined by the Hearing Officer. The Public Hearings can be a hybrid.

(ii) The Hearing Officer shall call and examine witnesses, receive oral and written evidence, rule on the admissibility of evidence, and rule on the order in which the Public Hearing is conducted and on all other aspects of the Public Hearing. The Hearing Officer shall require Persons presenting testimony to be placed under oath. The Board shall require that the Hearing Officer report at a duly scheduled meeting of the Board his/her recommended findings of fact and conclusions of law in writing.

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(iii) If, in the opinion of the Hearing Officer, the public interest so requires, the Hearing Officer shall have the authority to continue the Public Hearing to a date certain in order to receive additional evidence and/or testimony from the applicant, other parties or other interested Persons, and such added exhibits and/or testimony ordered by the Board pursuant to Section 15 of these rules.

(iv) At the conclusion of the presentation of evidence at the Public Hearing, the Hearing Officer may determine to close the Public Hearing but allow the Public Hearing record to remain open until a date certain to receive additional exhibits and shall determine a date certain to receive comments on such exhibits from the applicant, other parties and other interested Persons, at which such date certain the Public Hearing record shall close.

(v) A proposed final decision made by the Hearing Officer under this subsection (e) shall be in writing and contain a statement of the reasons for the decision and a finding of facts and conclusions of law on each issue of fact or law necessary to the decision.

(f) In a Public Hearing, members of the general public may be recognized by the Presiding Member or the Hearing Officer and comment on the matter before the Board or the Hearing Officer without being sworn. Such public comment shall be received after sworn testimony is presented.

(g) When Members not present at a Public Hearing intend to vote on the matter in question, such Members shall read or otherwise familiarize themselves with the record of the Public Hearing prior to participating by vote in the final decision of such matter.

Section 14. Public Hearing Record.

(a) The record in each proceeding shall be maintained by the Board in the custody of the office of the Board and shall include but shall not be limited to the following items: any notices, applications, decisions, protective orders, exhibits, and any other documents that have been filed with or issued by the Board in written form; all written evidence of any kind received and considered by the Board; the record of the Public Hearing in non-transcribed form for one year, including the votes of each Member. The records of such votes shall be available for public inspection at the principal office of the Board within forty-eight hours of the close of the Public Hearing or the subsequent meeting of the Board at which such votes are taken. The Board will not be required to set forth as a separate item any of the foregoing items which may have been duplicated and incorporated in some other portion of the record.

(b) Notwithstanding the foregoing, all documents filed with the Board under a motion for protective order in accordance with Section 6 of these rules shall be kept confidential and maintained as a part of the record in accordance with the applicable Protective Order. No such documents shall be available to the public for inspection; only members of the Board and the Office of Consumer Affairs, after signing a non-disclosure agreement, may review such documents. Any other party seeking access to such documents shall file a written request with the Board served on all participants including the Applicant demonstrating good cause for such access. The Applicant or other submitter of such protected information shall file a written response to the request for access including a recommendation regarding whether such access should be granted or denied. The Board shall have the discretion to grant or deny access to such confidential documents. Any access to such documents shall be subject to the execution of a non-disclosure agreement pursuant to which such Person agrees to keep such documents, and the information contained therein confidential and free from disclosure.

Section 15. Filing of Added Exhibits.

Upon order of the Board before or during a Public Hearing, the Authority or any other Person shall prepare, and file added exhibits and testimony.

Section 16. Rules of Evidence.

The following rules of evidence shall be followed in Public Hearings:

(a) Rules of Evidence. Any oral or documentary evidence may be received, but the Presiding Member or the Hearing Officer may, as a matter of policy, exclude irrelevant, immaterial or unduly repetitious evidence. The Presiding Member or Hearing Officer shall give effect to the rules of privilege recognized by law.

(b) Documentary Evidence. Documentary evidence may be received at the discretion of the Presiding Member or Hearing Officer in the form of copies or excerpts, if the original is not found readily available. Upon request by any Person an opportunity shall be granted to compare the copy with the original, which shall be subject to production by the Person offering such copies, subject to the provisions of Section 52-180 of the General Statutes, as amended.

(c) Cross Examination. Such cross examination may be conducted as the Presiding Member or the Hearing Officer shall find to be required for a full and true disclosure of the facts, but no Person shall be entitled to cross examine any other witness or speaker as a matter of right.

(d) Facts Noticed, Board Records. The Board may take notice of judicially cognizable facts, including prior decisions and orders of the Board. Any exhibit admitted as evidence by the Presiding Member or the Hearing Officer in a prior Public Hearing may be offered as evidence in a subsequent proceeding and admitted as an exhibit therein.

Section 17. Order of Procedure at Public Hearings.

(a) Applicant. In Public Hearings on applications by the Authority, the Authority shall open and close the proceedings. In a case where the opening portion has already been submitted in written form as provided by these rules, the Board may open the Public Hearing with the cross examination of Persons who have given written testimony. In the event any Person has given written testimony and is not available for such cross examination at the time and place directed by the Board, all of such written testimony may be discarded and removed from the record at the direction of the Board or Hearing Officer.

(b) Interested Persons. Subject to reasonable limitations as hereinafter provided, all users of the District water supply system and/or wastewater system, owners of property served or to be served and other interested Persons shall be afforded an opportunity to be heard concerning the matters to be considered by the Board. Any Person desiring to submit oral testimony may request in writing up to the commencement of the Public Hearing that such Person's name be placed on the list of speakers to be recognized by the Presiding Member or the Hearing Officer. The Presiding Member or the Hearing Officer shall recognize such Persons in the order such requests were received. Persons may also be recognized by the Presiding Member or the Hearing Officer during the course of the Public Hearing. All Persons providing testimony shall be put under oath.

Section 18. Limiting Number of Witnesses.

To avoid unnecessary cumulative evidence, the Presiding Member or the Hearing Officer may limit the number of witnesses or the time for testimony upon a particular issue in the course of any Public Hearing or direct that such testimony be submitted to the Board in writing.

Section 19. Limitation of Direct Case.

In any proceeding or Public Hearing, the Authority shall be limited substantially to the application and the exhibits and other materials annexed thereto unless the Presiding Member or the Hearing Officer shall rule otherwise for good cause shown. All prepared written testimony filed with the application shall be received in evidence with the same force and effect as though it were stated orally by the witnesses, provided that each such witness shall be present at the Public Hearing either in-person or virtual at which such prepared written testimony is offered, shall adopt such written testimony under oath, and shall be made available for cross examination as directed by the Presiding Member or the Hearing Officer. The Public Hearing can be hybrid.

Part 4

Public Hearings, Decision

Section 20. Filing of Proposed Findings of Fact, Conclusions of Law and Briefs.

At the conclusion of the presentation of evidence in any Public Hearing, the Board or the Hearing Officer may fix a time within which any Person may file proposed findings of fact, conclusions of law, and briefs.

Section 21. Final Decision.

(a) Procedure and Contents. All decisions of the Board respecting any application shall be in writing (which writing may be in the form of minutes reflecting such decision). The decision shall be supported by the findings of fact and conclusions of law relied upon by the Board in arriving at the decision, the findings of fact and conclusions of law to be separately stated.

(b) Notice of Decision. Copies of all decisions or orders of the Board shall be available for public inspection in the offices of the Board. Any decision of the Board on matters considered at a Public Hearing shall be published in a newspaper or newspapers having a general circulation in each city and town comprising the District within thirty days after each decision is made. In addition to the required newspaper publication, decisions may also be posted on the Authority's website.

(c) Time Period to Make Decision. Failure of the Board to reject or deny any proposed action by the Authority within 150 days after the filing of an application shall be deemed to be an approval of such proposed action unless the Authority shall grant an extension or extensions of such time limits for up to the aggregate maximum of sixty days. In rate cases, a period of 110 days will apply unless the Authority shall grant an extension or extensions of such time limits for up to the aggregate maximum of sixty days; provided however, in the case of temporary rate surcharge cases filed pursuant to Section 31(c), a period of 60 days will apply unless the Authority shall grant an extension or extensions of such time limits for up to the aggregate maximum of 30 days.

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Section 22. Reserved.

ARTICLE II

APPLICATIONS

Part 1

Applications, General Provisions

Section 23. General Rule.

Applications shall include all forms of proposals, requests, applications, petitions, and filings of whatever nature whatsoever that are placed before the Board pursuant to the Act.

Section 24. Form.

The form to be followed in the filing for different types of applications hereunder will vary to the extent necessary to provide for the nature of the legal rights, duties or privileges involved therein. Nevertheless, all applications shall include the following components:

(a) Statement of Application. Each application shall incorporate a statement setting forth clearly and concisely the authorization sought. The statement shall cite by appropriate reference the statutory provision or other authority under which such authorization is to be granted by the Board. In addition to the specific requirements for particular types of applications that may hereinafter be stated, the statement of application shall further set forth:

(i) an explicit statement setting forth the need for the proposed action for approval;

(ii) an analysis of the alternatives to the proposed action considered by the Authority and the basis for selection of the proposed action and the rejection of the possible alternatives;

(iii) a statement of the cost (both capital and operating) to be incurred and/or saved from current expenditures as the case may be as a result of such proposed action and an analysis of the cost and/or savings to be realized from any rejected alternative, including the taking of no action;

(iv) a concise and explicit statement of the facts on which the Board is expected to rely in granting the authorization sought;

(v) special components as applicable; and

(vi) an explanation of any unusual circumstances involved in the application, to which the Board will be expected to direct its particular attention.

(b) Annexed Materials. There shall be attached to the application any exhibits, sworn written testimony, data, models, illustrations and all other materials that the applicant deems necessary

or desirable to support the granting of the application. In addition, such annexed materials shall also include such exhibits, sworn testimony, and other data that any statute or these rules may require.

Section 25. Original Records.

The applicant shall furnish and make available for the use of the Board the original books, papers and documents from which any part of the application is derived. If so directed, certified or verified copies shall be furnished in lieu of such original records. Failure to furnish original records may be ground for rejection of any component and, if appropriate, for refusal of the application.

Section 26. Rejection of Application.

Failure of the Board or a committee thereof to reject and return to the Authority an application as incomplete within thirty days of filing shall be deemed acceptance of the application as complete under these rules.

Section 27. Incomplete Filings.

An application shall be considered complete if it complies with Section 24 as to form and with Sections 30 to 40 herein as to special provisions noted within this document. When called to the attention of the Authority for lack of completeness, an application must be promptly corrected. If such is not the case, the application may be rejected and deemed denied for lack of proper submission.

Section 28. Reserved.

Section 29. Additional Evidence.

The enumeration of required items hereinafter set forth as the minimum evidentiary submission in the following sections shall not preclude the submission of additional evidence hereunder.

APPLICATIONS, SPECIAL PROVISIONS

Part 2

Rate Fixing

(Section 14 of the Act)

Section 30. General Rule.

These rules apply to all proceedings involving the fixing of the Authority's rates, including all proposed amendments to existing rates and proposed new rates, which shall be referred to as Rate Applications hereinafter. Such Rate Applications shall include all requests by the Authority pursuant to Section 14 of the Act to fix or change any rate or charge, or to alter any classification, contract, practice or rule which will result in a rate change. All such Rate Applications shall comply with the rules hereinabove set forth in Part 1 of this Article II.

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Section 31. Special Components.

(a) Each Issuance Test Rate Application filed pursuant to Section 618 of the Authority's *Water System Revenue Bond Resolution General Bond Resolution* shall contain the following data either in the statement of application or as exhibits annexed thereto and accompanying the application:

(i) **Rate Application: Section I**

(A) A summary statement explaining the nature of the Rate Application and highlighting its key elements. Such statement shall cite by appropriate reference the statutory provision or other authority under which such authorization is to be granted by the Board and shall further set forth:

(1) a statement explaining the nature of an Issuance Test Rate Application, including a reference to Section 618 of the Authority's *Water System Revenue Bond Resolution General Bond Resolution* under which the authorization of such an application is to be granted by the Board;

(2) a statement of the amount of debt proposed for issuance;

(3) a statement of the proposed revenue increase reflected in absolute dollars and percent above historic revenues;

(4) a statement explaining the role, if any, of the Rate Stabilization Fund in the Rate Application, including the Rate Stabilization Fund's role with respect to allocation or expenditure of funds; and

(5) an explanation of any unusual circumstances involved in the application, to which the Board will be expected to direct its particular attention.

(ii) **Rate Application: Section II**

(A) A summary schedule of historical revenue increases, including the approved percentage increase in revenues and the effective date of each revenue increase.

(B) A statement explaining the current rate structure, referencing the latest cost of service study, and any proposed changes in the rate structure, supporting such proposal with such cost of service study and other data.

(C) A summary statement of required revenues by class of Consumer for the current Fiscal Year and the year following the Fiscal Year setting forth the funds required for operating and maintenance expenses, debt service requirements, payments in lieu of taxes, and amounts necessary to meet general bond resolution requirements.

(D) A statement identifying the period being used as the basis upon which to base changes in rates, charges and rate structure and the rationale and basis for that selection. Such statement shall include a schedule setting forth the actual revenues raised during such period.

(E) A summary statement of revenues expected to be received, reflecting any shortfall or excess in such revenues, from existing rates in the current Fiscal Year and the year

following the Fiscal Year, and, as applicable, other pertinent Fiscal Year(s), if no rate action is taken, noting in particular any utilization of the Rate Stabilization Fund.

(F) A schedule comparing the capital expenditures budgeted for a particular Fiscal Year with those actually completed in that same year for each of the three most recently completed Fiscal Years, as applicable. Such schedule shall also state the percentage of the current Fiscal Year's capital budget expended through the end of the month prior to the filing of the Rate Application and the projected expenditures through the end of the Fiscal Year.

(iii) **Rate Application: Section III**

(A) A detailed statement of required revenues for the Pro Forma Year setting forth the projected operating and maintenance expenses, by line item; debt service schedules and projected debt, including projected debt service at interest rates in increments of 25 basis points that fall within the range of potential rates at the time of issue; and payments in lieu of taxes.

(B) A narrative of the Authority's rationale and methodology in determining revenue requirements and the sources of revenue expected to meet those requirements.

(C) A statement of assumptions used in calculating all data for the Pro Forma Year and the year following the Fiscal Year. Such statement shall include the assumed rate of growth of operating and maintenance expenditures along with any and all other relevant assumptions.

(D) A statement setting forth the Authority's most recent five-year plan of capital improvements adjusted for any carryover projects. Such statement shall also discuss the relationship of planned capital spending to the Capital Planning Model and such plan's consistency with the Authority's Strategic Plan.

(iv) **Rate Application: Section IV**

(A) A summary statement of debt history.

(B) A detailed statement of the magnitude of the debt to be issued and the mode(s) and terms of such debt.

(v) **Rate Application: Section V**

(A) A detailed schedule comparing proposed rates and charges with existing rates and charges.

(B) In the event that a change in the rate structure is proposed in any Rate Application, a summary of any such proposed changes in the rate structure, referencing Section 31(a)(ii)(B) hereof.

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(vi) **Rate Application: Section VI**

(A) A proposed Notice of Public Hearing and Filing of Rates and Other Charges for Water-related Services to be published by the Board prior to the Public Hearing on such matter in accordance with Sections 43and 44 of the Act.

(B) A proposed set of Resolutions

(1) approving the proposed rates and charges; and

(2) authorizing the issuance of new debt.

(b) Each Maintenance Test Rate Application shall contain all the data set forth in Section 31(a) hereof with the following modifications:

(i) All data set forth in the following subsections of Section 31: (a)(i)(A)(1), (a)(i)(A)(2), (a)(iv)(B), and (a)(vi)(B)(2) shall be omitted.

(ii) The portions of Section 31, subsections (a)(iii)(A), (a)(iii)(C) and (a)(v)(A) that involve Pro Forma Year data shall be omitted.

(iii) The schedule setting forth the actual revenues required under Section 31(a)(ii)(D) hereof shall be replaced with a schedule setting forth the actual revenues raised during the year immediately preceding the Fiscal Year.

(c) Temporary Rate Surcharge Rate Applications shall be accompanied by a request to reopen the most recent Board proceeding approving a previous Rate Application and to take administrative notice of the record in such proceeding. Each Temporary Rate Surcharge Rate Application shall also include:

(i) an explanation of the change in circumstances, compared to the facts set forth in the most recent approved Rate Application proceeding, that require the temporary rate surcharge,

(ii) a statement of any material deviations in expenses and revenues from those approved in the most recent approved Rate Application proceeding,

(iii) a summary of the alternative measures considered or implemented prior to applying for the surcharge,

(iv) an explanation of the short- and long-term consequences of a failure to implement the surcharge,

(v) the amount and structure of the proposed temporary rate surcharge and the anticipated additional annual revenues expected to be generated by the surcharge following implementation,

(vi) evidence that the approval of the temporary rate surcharge will not cause the authority's financial condition to be any more favorable than was expected in the most recent approved Rate Application, and

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(vii) the material required by subsection 31(a)(vi) except for item 31(a)(vi)(B)(2).

(d) All other Rate Applications shall comply with the requirements set forth in Section 31(a) hereof, except that other Rate Applications shall include statements, schedules or calculations involving Pro Forma Year data to the extent the Pro Forma Year and the year following the Fiscal Year are different twelve-month periods.

(e) Each Rate Application shall be accompanied by such additional information and exhibits as the Board, or the Hearing Officer may request or as the Authority determines may be helpful in explaining any of the proposed changes or any of the underlying economic data or assumptions.

(f) The Presiding Member or Hearing Officer, shall, at the conclusion of the Public Hearing regarding a Rate Application, establish a schedule for the filing of briefs unless the applicant, the Office of Consumer Affairs, and any parties having intervener status waive their respective rights to prepare and file a brief with the Board following the Public Hearing.

Part 3

Acquisitions and Improvements

(Section 52 of the Act)

Section 32. General Rule.

These rules apply to all proceedings for the approval by the Board of any proposal of the Authority to acquire any existing water supply system or parts thereof, any existing wastewater system or parts thereof, commence any project costing more than the threshold amounts established by the Act or an agreed upon lesser amount to repair, improve, construct, reconstruct, enlarge or extend any of its properties or systems or acquire or make an acquisition or investment in a noncore business in an amount exceeding the threshold amount established by the Act. For system improvement projects over the threshold amount, the Authority shall be authorized to expend the Authorized Expenditure. The expenditure of any funds in excess of Authorized Expenditure shall require approval of the Board.

Section 33-A. Special Components.

In addition to the requirements stated in Part 1 of this Article II, each application for the approval of any such proposal shall contain the following data as deemed available, either in the statement of application or as exhibits annexed thereto and accompanying the application:

(a) A statement of financial condition of the Authority and of any company which the Authority proposes to acquire. Such statement will reflect the financial condition of the Authority before and after the transaction for which approval is sought.

(b) A copy of any agreement to acquire.

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(c) The amount of bonds or other obligations the Authority intends to issue, and to the extent available, the terms and rate of interest thereof and the amount and description of any indebtedness the Authority desires to assume.

(d) A copy, if available, of any documents intended to secure or define the terms of the proposed bonds or other obligations.

(e) A statement of the purpose for which bonds or other obligations are to be issued, including but not limited to the following facts:

(i) If for property acquisition, a detailed description thereof, the consideration to be paid therefor, and the method of arriving at the amount.

(ii) If for repair, improvement, construction, enlargement or extension of facilities, a description thereof in reasonable detail, the cost or estimated cost thereof, and the reason or necessity for the expenditures.

(iii) If for improvement of service, a statement of the character of the improvements proposed, or if for maintenance of service, a statement of the reasons why service should be maintained from capital.

(f) A description of any property involved in the transaction, including any franchises, permits, or operative rights; and, if the transaction is a sale, lease, assignment, merger or consolidation, a statement of the book cost and the original cost, if known, of the property involved.

(g) Any application for repair, improvement, construction, enlargement or extension of facilities may include a cost index adjustment to account for the passage of time between the date on which the estimate of project cost was determined and the completion date of the project. A cost index adjustment may be included in the application, if, and only if, the projected primary contract execution date will be more than twelve months after the date of cost estimate, and the projected completion date is more than two years from the date of approval. The initial cost estimate shall be based upon the projected project cost as of the date of estimation irrespective of, and without adjustment for, the projected time to complete the project. Such cost index adjustment shall be based upon the Handy Whitman Index or other industry standard index appropriate for the item of cost to be adjusted. Any application requesting approval of a cost index adjustment shall include (i) the date or dates as of which the cost estimate for the project has been determined; (ii) the date or dates projected for the entering of the contract for the construction of the component or components of the cost, which are to be subject to the adjustment by the cost index and the rationale or basis for the projected dates; (iii) the projected completion date of the project and the basis and rationale for that date; and (iv) the cost index or indices to be utilized for each component of cost and the rationale for choosing each index.

(h) Any application for repair, improvement, construction, enlargement or extension of facilities which includes a contingency as a component of cost shall include the basis and rationale for such contingency.

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Section 33-B. Additional Procedures for Projects Costing More than $3.5 Million Dollars.

In addition to the requirements of Section 33-A, the process for obtaining Board approval of projects costing more than the threshold amounts established by the Act or an agreed upon lesser amount or where the original estimate was less than the threshold amounts established by the Act but where subsequent estimates exceed the threshold amounts shall be for the Authority or the Authority's management to make a presentation first to the Finance Committee of the Board and subsequently to the Board.

Section 33-C. Additional Procedures for Project Costs Exceeding Authorized Expenditures.

In addition to the requirements of Section 33-A, in all instances when project costs are estimated to exceed Authorized Expenditure, approval of the revised project cost by the Board shall be required. The process to be followed in such instances is as follows:

(i) The Authority shall simultaneously notify in writing the Chairperson of the Board and the chairperson of the Finance Committee of the Board of the fact that the project is estimated to cost more than Authorized Expenditure.

(ii) If no action is taken by the Board within forty-five days after receipt of notification that the estimated cost is likely to exceed Authorized Expenditure, the revised project cost shall be deemed approved unless the Authority shall grant an extension or extensions of such time limit for up to an aggregate maximum of sixty days.

(iii) The revised project cost or any subsequent revised project cost approved by the Board shall not be exceeded without further approval of the Board.

(iv) In the event the Board shall disapprove a proposed revised project cost, the Authority shall not expend an amount in excess of the greater of (a) Authorized Expenditure or (b) any subsequently approved revised project cost.

Section 33-D. Components of a Section 19 Application to Acquire or Make an Investment in a Noncore Business in Excess of $1.5 million. References in these Rules to "purchase" or "acquisition" of a noncore business shall be deemed to include an investment in such a business.

1. **General Background:** A description of the company or enterprise to be purchased including:

-type of business;

-product(s) or service(s) offered;

-location(s);

-description of real estate owned, leased or in possession of;

-annual revenues for the past three years;

-number of employees;

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-form of organization, e.g. a sole proprietorship, partnership, corporation (C, S or non-stock), limited liability company (LLC);

- any subsidiary or affiliated companies.

2. **History of the company**: Provide the date the business was founded, key individuals in the organization and how it expanded over time. Include a description of any recent sales of the company or changes in ownership. List any prior sales or changes in ownership. Include an explanation of why the business was sold and why it is now for sale.

3. **Management/Employees:** Provide an overview of the management of the company including management or key employees and whether they will stay with the business after the sale. Describe existing non-compete and non-solicitation agreements in effect and whether they have been reviewed for enforceability. Identify any union/ labor issues including any planned integration with the Authority's present labor force. Describe employee benefits including pension and health benefits, including whether pension plan is underfunded and the amount necessary to fully fund the pension plan. Provide any planned changes in management, number of employees or benefits after the acquisition. Identify the Authority employee who will be primarily responsible for managing the new business together with a description of that individual's qualifications and experience.

4. **Financial Records:** Include financial records (audited by a CPA if available) for the past three to five years and any separate federal and state tax returns together with the credentials of the return preparer. Describe any significant contracts, vendor contracts or leases that will be part of the purchase of the business. Explain whether any will be assumed, or terms renegotiated.

5. **Regulatory, Environmental & Legal Issues:** Describe any regulatory or environmental issues affecting the business including any current or threatened litigation. List disclosed liabilities. Describe efforts to identify undisclosed liabilities. List and describe contractual obligations.

6. **Sales & Marketing:** Explain how the current sales and marketing of the products or services is accomplished. Describe sales staff compensation (commissions or salary) and the extent to which the current owner is responsible for selling or bidding the work. If so, state whether that function will be assumed by another person in the firm or whether someone will need to be hired. Provide a plan of how the Authority will facilitate the transition of the customers to the new ownership. Describe whether and how the sales of the firm's products or services will be expanded in the next three to five years. Explain how the business set its prices for its products and services. Provide the market size and this company's share of it. Explain how the Authority owning the organization will result in growth of sales and market share.

7. **Customer Diversification**. List any customers who comprise 10% or more of the sales. State whether sales for the company are heavily concentrated in a small number of customers or a broad diversified customer base. Describe the type of customer by location and product or service line.

8. **Competition:** Describe the competition and whether it is direct competition or indirect through substitute products or services. State whether the competition is well-established and well-funded. Provide the company's market share and outline any barriers to market entry by new participants.

9. **Industry Trends:** Provide an overview of where the industry is going and whether it is consolidating or expanding. Identify any new innovation in the industry that will require significant changes in how business is conducted. Explain the industry trends and whether there is new innovation on the horizon.

10. **Transaction document(s).** Provide a copy of the stock or asset purchase agreement or other acquisition document.

11. **Five-year forecast.** Provide a five-year forecast of revenues, expenses and anticipated capital expenditures. Identify the key metrics that the Authority will use to measure the future performance of the business.

12. **Conflicts of interest.** Describe any potential conflicts of interest concerning Authority employees, Authority members, Board members, company employees and company board members. Describe any potential conflicts of interest or financial impacts regarding the Authority's existing operations.

13. **Valuation.** Identify the firm, analyst and/or Authority employee that determined the company's value. Provide a copy of any written analysis or valuation opinions.

14. **Risks.** Identify all material risks (including legal, regulatory, environmental and financial) associated with the new business and its integration with the Authority's existing operations. Describe any steps to be taken to insulate the Authority's water customers from these risks.

15 **Conclusion:** List any other factors that the Board should take into consideration in reviewing the application for acquisition of the business.

Part 4

Land Use Standards and Disposition Policies for the Real Property of the Water Supply System

(Section 518(b) of the Act)

Section 34. General Rule.

These rules apply to all proceedings brought by the Authority under Section 51(b) of the Act for approval by the Board of standards for determining the suitability of the real property of the water supply system for categories of land use or of policies regarding the disposition of such real property.

Section 35. Special Components.

In addition to the requirements stated in Part 1 of this Article II, an application for the approval of land use standards and land disposition policies shall contain the data prescribed by Section 51(b) of the Act either in the statement of the application or as exhibits attached thereto and accompanying the application.

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Part 5

Dispositions of the Real Property of the Water Supply System

(Section 51(d) of the Act)

Section 36. General Rule.

These rules apply to all proceedings for the approval by the Board of any proposal of the Authority to dispose of any real property of the water supply system or any interest or right therein.

Section 37. Special Components.

In addition to the requirements hereinabove stated in Part 1 of this Article II, each application for the approval by the Board of the disposition of any real property of the water supply system shall contain the following data, either in the statement of application or as exhibits annexed thereto and accompanying the application.

(a) An evaluation of the potential impact of the proposed action for which approval is requested as required by Section 51(d) of the Act, which shall include:

(i) An explicit statement that the proposed action conforms to the land classification standards and disposition policies of the Authority and a concise statement of facts supporting such statement.

(ii) A description of the real property and its environment, including its existing watershed function.

(iii) A detailed statement of the environmental impact of the proposed action, including an analysis of the alternatives to the proposed action considered by the Authority and the basis for selection of the proposed action and the rejection of the possible alternatives, considering:

(A) direct and indirect effects upon the purity and adequacy of both the present and future water supply,

(B) the relationship of the proposed action to the existing land use plans, including municipal and regional land use plans and the state plan of conservation and development,

(C) any adverse effects which cannot be avoided if the proposed action is implemented,

(D) any irreversible and irretrievable commitments of resources which would be involved should the proposed action be implemented, and

(E) any mitigation measures proposed to minimize adverse environmental impacts.

(iv) A statement of the cost (both capital and operating) to be incurred and/or saved in maintaining the property in its current use as the case may be as a result of such proposed action.

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(v) A summary of the final evaluation and recommendation of the Authority.

(b) The terms and conditions of the proposed sale or transfer.

(c) In the case of a sale or transfer identified in accordance with Section 51(b) of the Act as being unlikely to have a significant effect on the environment, the Authority may submit a preliminary assessment of the impact to occur in lieu of such detailed statement of environmental impact, and the Board may, on the basis of such preliminary assessment, waive or modify the requirement of such detailed statement.

Part 6

Location of Purification and Filtration Plants and Wastewater Treatment Plants

(Section 62 of the Act)

Section 38. General Rule.

These rules shall apply to all proceedings for the approval by the Board of the location of any proposed purification or filtration plant or any wastewater treatment plant in any zoning district in which such use is not permitted under local zoning regulations.

Section 39. Special Components.

In addition to the requirements stated in Part 1 of this Article II, each application shall contain the following data as deemed applicable either in the statement of application or as exhibits attached thereto and accompanying the application.

(a) General plans of the proposed plant describing the nature of the site, including its size and shape; the proposed size, shape and arrangement of the structures; and the nature and intensity of development in the surrounding area.

(b) The zoning map and regulations of the municipality in which the proposed plant is to be constructed.

(c) Statement of the advantages with respect to public convenience and necessity which the proposed location possesses over others which may have been considered by the Authority.

ARTICLE III

Procedures for Consumer Complaints

Section 40. Complaints General.

These rules govern the disposition of all complaints from Consumers related to water service, wastewater service and noncore which are made to the Office of Consumer Affairs and/or the

Consumer Affairs Committee of the Board after all internal Authority management steps regarding such complaints, including final action by an Authority Review Officer, have been completed. Complaints which have not received final action by the Authority's management but have been made to the Office of Consumer Affairs shall be referred to the Authority's management for final action.

Section 41. Office of Consumer Affairs.

(a) After final action by the Authority's management a Consumer shall be permitted to render a complaint to the Office of Consumer Affairs. In the event a complaint is made to the Board or a member thereof or to the Consumer Affairs Committee created pursuant to Section 37(d)(3) of the Act, it shall be referred to the Office of Consumer Affairs.

(b) The Office of Consumer Affairs shall investigate the complaint and make a written report thereon to the Consumer Affairs Committee in accordance with those procedures adopted by the Consumer Affairs Committee and approved by the Board, as modified, from time to time. Copies of such written report shall be given to the Authority's management and the Consumer. The report shall be final and binding unless either the Authority's management or the Consumer objects thereto within seven days of its receipt. Such objection shall be made in writing to the Board to the attention of the Consumer Affairs Committee.

Section 42. Hearings.

(a) All objections to the Report of the Office of Consumer Affairs shall immediately be referred by the Board to the Consumer Affairs Committee for disposition. Such delegation by the Board shall be final and complete and the Board authorizes the Consumer Affairs Committee to utilize those procedures best suited to ensuring that all such objections are given a full and fair Consumer Hearing.

(b) The Consumer Affairs Committee shall establish procedures for hearing and deciding such objections which include, but are not limited to, opportunity for objecting party to provide evidence and make a statement, written or oral or both, to the Person(s) authorized to make a final decision, recording of all such proceedings; opportunity to question Authority employees if the objecting party is the Consumer, recording all votes and rendering written decision.

(c) The Consumer Affairs Committee may delegate its responsibilities pursuant to this section to a panel consisting of no less than three members of the Consumer Affairs Committee, one of whom may be substituted for by the Chairperson if at least three such members are unavailable.

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AQUARION
Water Authority
Stewards of the Environment™

Representative Policy Board
Schedule for 2027

All meetings will begin at 5:30 p.m. and will be held at Aquarion Water Authority, 835 Main Street, Bridgeport, CT 06604.

Wednesday, January 27, 2027

Wednesday, February 24, 2027

Wednesday, March 24, 2027

Wednesday, April 28, 2027

Wednesday, May 26, 2027

Wednesday, June 23, 2027

Wednesday, July 21, 2027

Wednesday, August 25, 2027

Wednesday, September 22, 2027

Wednesday, October 27, 2027

Wednesday, November 17, 2027

Wednesday, December 15, 2027