

**Draft Minutes of the October 16, 2023, Water Authority Meeting  
Southeastern Connecticut Water Authority  
1649 Route 12, Gales Ferry, CT**

*This meeting was held virtually per Public Act No. 22-3, which permanently established the requirements for virtual public meetings in Connecticut.*

**Present**

**Authority:** Chairman Edward Monahan, Vice-Chair Harry Watson, Treasurer Paul Eccard, Claudia Koerting, and Nick Mullane.

**Authority Staff:** General Manager Josh Cansler

**Call to Order**

Chairman Monahan called the meeting to order at 5:15 p.m.

**Public Comment on any Item on the Agenda** – None

**Approval of Prior Minutes**

On a motion of Mr. Eccard, seconded by Mr. Mullane, the Authority approved the minutes of the September 11, 2023, Authority Meeting, by a unanimous vote of all members present.

**Correspondence - None**

**General Manager's Report**

**1. Oakdale Heights Subdivision (Montville)**

Last December the Oakdale Heights Homeowners Association (HOA), which represents the 219-home subdivision in Montville, expressed interest in turning over full-time operation of the water system to SCWA. A formal agreement for SCWA to take over ownership and operation of the Oakdale Heights system was signed by SCWA and the HOA in July. The signed agreement was submitted along with a formal Request for Transfer of Water Lands Application to the State Department of Public Health (DPH) in August. General Manager Cansler stated that as of today he has not heard anything back from the State. He also said that the Sanitary Survey inspection, which is conducted by the DPH every three years was done on September 29, 2023, with representatives of both Oakdale Heights and SCWA present.

**2. Capital Projects Update**

**a) Seven Oaks/Montville Interconnection Project**

This project will complete the interconnection between Seven Oaks and Montville divisions. The Pre-bid Construction Package, which includes the initial plans and specifications, was submitted to the State Department of Public Health (DPH) Drinking Water Section (DWS) in March 2023. General Manager Cansler stated that SCWA met with DPH and Haley-Ward Engineering on September 29<sup>th</sup> via teleconference. He said that at the end of the meeting the DPH representatives indicated that all their questions/concerns had been answered, and that they would be forwarding the project to the Chief of the DPH Drinking Water Section for approval. Mr. Cansler also stated that because the approval process is taking so long this project will be pushed back into the spring of 2024.

**b) Upgrades at the Ledyard Pump Station and Spicer Hill Booster Station**

This project includes installation of variable frequency pumps (VFDs) at the Ledyard Pump Station and the Spicer Hill Booster Station, which is part of the Ledyard distribution system. This project also includes the elimination of the hydropneumatics pressure tanks at both stations, which is a top priority for DPH. Unfortunately, because the recently completed Tower Division water main replacement project cost significantly more than estimated, SCWA will have to delay this project a few months, until more Capital Funds are available.

**c). Proposed New Well at Ledyard Division**

During the drought last summer SCWA realized an additional well is needed at the Ledyard pump station because the peak summer usage was near the capacity of the existing wells. DPH approved the new well in November. General Manager Cansler stated that SCWA is still working with legal counsel to obtain an easement because the State requires that SCWA control a 150-foot radius around each well. He said the easement is taking longer than anticipated because of a recent change in ownership of the property next to the Ledyard pump station.

**d) 2023 Bond Anticipation Note (BAN)**

General Manager Cansler stated that based on the long-term capital financing plan approved in 2020, the 2022 BAN (Bond Anticipation Note) was rolled over into another BAN this year, and most likely will rollover again one more year before the BAN is rolled into a Bond that SCWA will begin to pay off. This will roughly align our payment schedule with the expiration of the 2007 Bond that SCWA is currently paying off, while enabling the Authority to do some small projects.

Mr. Cansler said SCWA did not add any new projects to this year's BAN, however we did add capital funds for two existing projects from last year's BAN. These two projects are the upgrade of the Ledyard Pump Station and Spicer Hill Booster Station (\$60K), and the Seven Oaks/Montville Interconnection project engineering (\$15K). This brought the total issuance in FY 2023 to \$380,000. Mr. Cansler said the bid opening for the BAN was on September 26, 2023, and the closing occurred on October 12<sup>th</sup>.

**3. Proposed New Development - Salem**

General Manager Cansler stated that this past summer the General Manager and Foreman participated with DPH and CLA Engineers to discuss a proposed new 24-unit condominium development in Salem. Because this development is large enough to qualify as a separate community water system, and Salem is in the SCWA exclusive service area (ESA), DPH is expecting SCWA to take the water system over once the development is complete. CLA Engineers said the goal is to complete construction and start selling the units by the end of 2024. This development will be located just off of Route 85/Hartford-New London Turnpike, approximately one mile south of the traffic circle.

**4. Green Village (Salem) and Millwood (Montville)**

Green Village is a 55 and over community with 48 townhouse units in Salem which opened in August 2022. Currently there are 47 units occupied.

Millwood is part of the adjacent SCWA Hillcrest subdivision in Montville. Construction of this 55 and over community started in 2021 and so far, twenty homes have been constructed and sold. Forty-six individual modular homes are proposed for this development.

## **5. Lead Service Line Inventory**

The National Primary Drinking Water Regulations for Lead and Copper, which went into effect in 2021, requires all public water systems to develop a lead service line (LSL) inventory that identifies all materials used to construct or repair all service lines connected to a public water distribution system. Last fall the EPA released their guidance for developing the LSL inventory. This LSL inventory must be completed and submitted by October 16, 2024.

General Manager Cansler stated that DPH sent the final inventory template out on August 22, 2023, and that they intend to conduct training sessions on how to properly complete the LSL inventory template this fall. In the meantime, Mr. Cansler said SCWA staff are currently researching and inputting data into the spreadsheet.

## **6. Meeting with Congressman Courtney's Office - Low-Income Household Water Assistance Program**

General Manager Cansler stated that on Sep 27, 2023, he attended a meeting with staffers from Congressman Joe Courtney's office to discuss the Low-Income Household Water Assistance Program (LIHWAP). Congress created the LIHWAP during the Covid-19 pandemic to help qualifying households maintain essential water and wastewater services. The program was set to expire at the end of 2023.

Mr. Cansler said that over the past 3-4 years approximately 12 SCWA customers have used the program to assist with payment of their water bills. This meeting was hosted by the Association of Metropolitan Water Agencies at the request of the South-Central CT Regional Water Authority (RWA) and the CT Water Works Association (CWWA).

## **7. PFAS (Per- and Polyfluoroalkyl Substances)**

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

## **8. Mystic Village Apartments - Dieldrin**

Mystic Village Apartments (MVA) are one of SCWA's Contract Operations, which are water systems not owned by SCWA. For these systems the owners are responsible for all maintenance, upgrade costs, and sampling fees, and SCWA is paid to serve as their certified operator. Recently SCWA has been working with MVA and DPH regarding installation of a treatment system for the chemical Dieldrin which is in the raw well water at MVA. The design of the proposed treatment system was approved by DPH in July 2023. General Manager Cansler stated that in August DPH requested a status update from the owners on the installation of the approved treatment system.

## **9. Fiscal Year 2023 Annual Audit**

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

## **10. 2024 Authority Meeting Schedule**

*(Attachment – 2024 SCWA Meeting Schedule)*

Mr. Cansler went over the proposed Authority Board and Representative Advisory Board (RAB) meeting dates for 2024, which were attached to his report. Authority meetings are generally held on the second Monday of each month unless the Monday conflicts with a holiday. Mr. Cansler stated that by State law, regularly scheduled public meetings may not be held on one of the 12 official State holidays. He said this will result in the October and November meetings being pushed back to the third week of those months. The RAB schedule will remain the same; quarterly meetings on the third Thursdays of January, April, July, and October.

Mr. Eccard made a motion to approve the Authority meeting dates as presented by the General Manager. His motion, seconded by Mr. Mullane, was approved by a unanimous vote of all members present. Mr. Eccard also made a motion stating that the Authority concurs with the Representative Advisory Board (RAB) meeting dates for 2024 as presented. This motion, seconded by Mr. Mullane, was also approved by a unanimous vote of all members present.

## **11. Regional Considerations**

**a) Water Utility Coordinating Committee (WUCC):** The Eastern Connecticut Water Utility Coordinating Committee (WUCC) and the Statewide WUCC both last met on November 16, 2022. A meeting of the Eastern WUCC scheduled for July 19, 2023, at the Southeastern CT Council of Governments (SCCOG) office in Norwich was cancelled.

**b) SCWA Interaction with SCCOG:** SCWA and the SCCOG continue to interact cooperatively. To this end, SCWA attends the monthly SCCOG meetings if there are items relating to water on the agenda, and the SCCOG Regional Water Committee, which meets only as needed.

**c) SCWA Interaction with the WPC, CWWA, and AWWA:** The General Manager represents SCWA as a member of the Connecticut Water Planning Council Advisory Group (WPCAG), which meets monthly. Mr. Cansler is also a member of the Connecticut Water Works Association (CWWA) Legislative Affairs Committee, which generally meets monthly between November and June.

**Other Business** – None

**Report from Chairman** – None

**Report from Authority Members** – None

**Public Comment** – None

## **Adjourn**

On motion of Mr. Eccard, seconded by Mr. Mullane, the Authority voted to adjourn the meeting at approximately 5:35 p.m. It was noted that the next Authority meeting is scheduled to occur on November 13, 2023, at 5:15 pm.

Josh Cansler  
Secretary

# **ATTACHMENT**



October 16, 2023

TO: Municipal Clerks of the Southeastern Connecticut Water Authority Region

FROM: Secretary, Southeastern Connecticut Water Authority (SCWA)

SUBJECT: SCHEDULE OF MEETINGS FOR 2024

1. Southeastern Connecticut Water Authority Meetings:

Notice is hereby given that the regularly scheduled meetings of the Authority will be held at 5:15 PM on the following dates:

January 8	July 8
February 12	August 12
March 11	September 9
April 8	October 21
May 13	November 18
June 10	December 9

2. SCWA Representative Advisory Board (RAB) Meetings:

Regularly scheduled joint meetings of the SCWA Representative Advisory Board and the Southeastern Connecticut Water Authority will be held at 7:00 PM on the following dates:

January 18	July 18
April 18	October 17

3. Location of Meetings: Authority meetings and Representative Advisory Board meetings are currently being held virtually per Public Act No. 22-3, which permanently established the requirements for virtual public meetings in Connecticut. The agenda for all meetings is posted at the SCWA office which is located at 1649 Route 12, Gales Ferry Commons, Gales Ferry, CT, and on the SCWA website [Home | scwa \(waterauthority.org\)](http://scwa.waterauthority.org)

4. All meetings are open to the public.

Josh Cansler  
SCWA Secretary