

Meeting Minutes
Eastern WUCC Meeting #24
Southeastern Connecticut Council of Governments – 5 Connecticut Avenue, Norwich, CT
May 31st, 2018 1:00 p.m.

The Eastern Water Utility Coordinating Committee (WUCC) met on May 31st, at 1:00 p.m. The meeting was held at the Southeastern Connecticut Council of Governments offices at 5 Connecticut Avenue, Norwich, CT. Prior notice of the meeting was posted on the DPH website, Eastern WUCC webpage: <http://www.ct.gov/dph/wucc/>

The following WUCC member representatives were in attendance (listed in alphabetical order of affiliation):

WUCC Member Representative	Affiliation
Ken Skov	Aquarion Water Company
Keith Nadeau	Connecticut Water Company
Rich Stevens	Groton Utilities
Brendan Avery	Jewett City Water Company
Jonathan Avery	Jewett City Water Company
Mark Decker	Norwich Public Utilities
Samuel Alexander	Southeastern Connecticut Council of Governments
Jim Butler	Southeastern Connecticut Council of Governments
Josh Cansler	Southeastern Connecticut Water Authority
Jim Paggioli	Town of Colchester Water and Sewer
Brad Kargl	Town of East Lyme Water and Sewer
Ed Lynch	Town of Ledyard WPCA
Bob Congdon	Town of Preston
Michael Turgeon	Windham Water Works

The following non-WUCC member representatives were in attendance (listed in alphabetical order of affiliation):

Non-WUCC Member Representative	Affiliation
Corinne Fitting	CT DEEP
Lori Mathieu	CT DPH
Eric McPhee	CT DPH
Scott Bighinatti	Milone and MacBroom, Inc.
Matt Cassidy	RCAP Solutions

A copy of the meeting agenda is attached. A copy of the presentation given at the meeting will be available for download from the Eastern WUCC webpage.

The following actions took place:

1. Welcome & Roll Call

The meeting was called to order at 1:06 PM by Tri-chairs Mark Decker (Norwich Public Utilities (NPU)), Bob Congdon (Town of Preston), and Jonathan Avery (Jewett City Water Company). All in attendance stated their names and affiliations.

2. Approval of April Meeting Minutes

There were no comments on the April meeting minutes. Mr. Decker made a motion to accept the minutes as presented. Keith Nadeau (Connecticut Water Company) seconded the motion. The motion carried unanimously.

3. Formal Correspondence

Samuel Alexander (Southeastern Connecticut Council of Governments (SCCOG)) described the formal correspondence sent and received by the Eastern WUCC.

- Mr. Alexander stated that an updated Statement of Confirmation for the Southeastern Connecticut Water Authority (SCWA) was received and transmitted to the Connecticut Department of Public Health (CT DPH) on April 27th.
- Mr. Alexander stated that an e-mail reminding WUCC members and interested parties of the rescheduled May meeting date was sent on May 7th.
- Mr. Alexander stated that an email was sent on May 17th to all active WUCC members, ESA holders, and the representatives from the Connecticut Department of Energy and Environmental Protection (CT DEEP), containing a link to the draft Final Integrated Report and draft Final Executive Summary to the Coordinated Water System Plan (CWSP).
- Mr. Alexander stated that an updated Statement of Confirmation was received from NPU on May 21st, and transmitted to CT DPH.

4. Public Comment Period

Mr. Congdon asked if there were any comments from the public. There were none.

5. ESA Modifications Discussion/Update

Mr. Congdon asked if any WUCC members would like to discuss potential ESA modifications. There were no potential ESA modification to discuss.

6. Coordinated Water System Plan Discussion

Scott Bighinatti (Milone & MacBroom, Inc.) began a PowerPoint presentation and reviewed the progress of the Eastern WUCC to-date, as well as the items that would be addressed at the meeting. Mr. Bighinatti reminded the WUCC that this meeting is the 24th WUCC meeting since convening in June 2016 and beginning work on the CWSP. Therefore, the WUCC is considering approval of the CWSP for submission to CT DPH, within the timeframe provided by statute.

Mr. Bighinatti explained that a two-page “focus” of the CWSP will be prepared for CT DPH, intended for simple public consumption, as well as a public 10 to 12 page document containing state-wide highlights of the WUCC process and providing an overview of the recommendations. Mr. Bighinatti stated that these would be prepared by Milone & MacBroom with input from the Tri-chairs; no action is required by the WUCC.

Mr. Bighinatti reviewed comments received for, and edits made to, the Preliminary Integrated Report and Preliminary Executive Summary to the CWSP, following the Public Comment period ending in April. Mr. Bighinatti reminded the WUCC that edits appeared in red in the draft Final Integrated Report and draft Final Executive Summary to the CWSP distributed on May 17th.

Mr. Bighinatti reviewed new recommendations, included in the draft Final Integrated Report that were developed by the Central WUCC, with edits from the Western WUCC.

- There was discussion about item 27, which directed Regional Councils of Governments to *“Encourage local municipalities to consider the following in [plans of conservation and development]: ESAs, future water service extension potential, desired public water service areas, and water management through local zoning regulations in their [plans of conservation and development].”*
 - The WUCC decided, by consensus to include the recommendation, adding ESA holders as a responsible party (Lead).

Mr. Bighinatti presented errata not included in the draft Final plans to consider for the final documents.

- Mr. Bighinatti replaced several instances of *“are anticipated to be minimal”* or *“will be minimal”* with *“may be minimal”*, in Section 8.0.
- Mr. Bighinatti added discussion to Section 8.3 based on the suggestion of Ed Lynch (Ledyard WPCA) at the April meeting to address potential concerns related to development of new surface water supply sources, and that the development or update of a Drinking Water Quality Management Plan may be necessary to fully evaluate such concerns.
 - Mr. Lynch suggested that using Haleys Brook as a specific example may not be necessary
 - The WUCC generally felt that the mention of Haleys Brook should be struck to make the discussion more general.
- Mr. Bighinatti asked if additional language was needed in Section 12 of the Final Integrated Report discussing potential concerns related to establishing new surface water supply watersheds.
 - The WUCC generally felt the additional language was unnecessary.

Mr. Bighinatti asked for additional comments. There were none. Mr. Nadeau made a motion to approve the Final Integrated Report and Final Executive Summary documents for the Eastern Public Water Supply Management Area, as amended, to be submitted to the Connecticut Department of Public Health on or before June 17, 2018. Mr. Lynch seconded the motion. The motion carried unanimously.

7. Office Nominations and Elections

Mr. Congdon recognized Mr. Bighinatti and Mr. Alexander for their work during the 24-month CWSP process.

Mr. Bighinatti reminded the WUCC that the terms of two of the three Tri-chairs and the Recording Secretary are expiring (the term for Mr. Avery continues through May 2019). Mr. Bighinatti reviewed suggested qualifications for the officer positions and responsibilities of each.

- Mr. Decker asked if CT DPH would continue to post agendas, minutes, and WUCC-related items to the internet.
 - Eric McPhee (CT DPH) confirmed this.
- Mr. Congdon nominated Mr. Decker for the position of Tri-chair. Jim Butler (SCCOG) seconded the motion.
- Mr. Decker nominated Mr. Congdon for the position of Tri-chair. Josh Cansler (Southeastern Connecticut Water Authority (SCWA)) seconded the motion.
- There was discussion about the terms of officers. The WUCC decided to elect all three Tri-chair positions so that there was no staggering of terms.
- Mr. Congdon nominated Mr. Avery to continue in his position as Tri-chair through May of 2020. Mr. Lynch seconded the motion.
- Mr. Butler nominated Mr. Alexander for the position of Recording Secretary. Mr. Congdon seconded the motion.
- Seeing no other candidates nominated, the nominations were brought to a vote. The WUCC voted unanimously to accept the nominations. The elected Officers will serve a two-year term through May of 2020.

8. Other Business

Mr. Decker asked if any additional actions relative to the CWSP are required by the WUCC.

- Mr. McPhee explained that the CWSP will be completed by Milone & MacBroom with corrections made today, and forwarded to CT DPH by June 17th. After that the CWSP will need to be approved by the Commissioner of Public Health; there are no further requirements of the WUCC regarding the CWSP unless directed by the Commissioner.

Mr. Decker suggested that the next meeting should be scheduled for a time after the CWSP has been approved by CT DPH, with a focus on recapping the process and beginning implementation of the CSWP recommendations.

- Mr. Avery asked if there will be an official response from CT DPH regarding approval.
 - Mr. McPhee stated he believes there will be.
- Mr. Avery stated that the Connecticut Water Works Association (CWWA) will meet in October, and suggested that CT DPH could overview the planning process and approvals of the CWSPs.
- It was pointed out that meetings of the former Southeastern WUCC were held roughly once a year following completion of the CWSP.

- Mr. Avery reminded the WUCC that a meeting would need to be held to discuss an ESA modification, and meetings would likely be held to discuss updates from CT DPH regarding Water Supply Plans or Capacity Assessment Tool (CAT) scores, for instance.
- Mr. Congdon suggested the WUCC plan to meet the second Wednesday in November (November 14th) at SCCOG offices; however, an earlier meeting may be needed if an ESA modification is pending or other WUCC business requires a meeting sooner. The WUCC was in general agreement.

Mr. Lynch made a motion to adjourn the meeting. Brad Kargl (Town of East Lyme Water and Sewer) seconded the motion. The meeting was adjourned at 1:47 PM.

Respectfully submitted,

Samuel Alexander (Southeastern Connecticut Council of Governments)
Recording Secretary

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