

Meeting Minutes
Eastern WUCC Meeting #22
Southeastern Connecticut Council of Governments – 5 Connecticut Avenue, Norwich, CT
March 14th, 2018 1:00 p.m.

The Eastern Water Utility Coordinating Committee (WUCC) met on March 14th, 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
Cindy Gaudino	Connecticut Water Company
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

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

Non-WUCC Member Representative	Affiliation
Doug Hoskins	CT DEEP
Eric McPhee	CT DPH
Scott Bighinatti	Milone and MacBroom, Inc.

A copy of the meeting agenda is attached. A copy of the presentations (including Connecticut State Water Plan 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 1:11 PM by Tri-chairs Mark Decker (Norwich Public Utilities) and Jonathan Avery (Jewett City Water Company). All in attendance stated their names and affiliations.

There was a lack of quorum, as defined by the Eastern WUCC Bylaws (adopted June 17, 2016). There was discussion as to whether the Eastern WUCC could approve the Preliminary Integrated Report for distribution for public comment. Jim Butler of the Southeastern Connecticut Council of Governments (SCCOG) noted that the Eastern WUCC Bylaws (specifically, Article IV, Section D and Article V, Section D) do not require a quorum for submission of the Coordinated Water System Plan for public comment. It was acknowledged that votes were held for submission of previous

portions of the Coordinated Water System Plan (CWSP) for public comment in an effort to track concurrence by members.

2. Approval of February Meeting Minutes

There were no comments on the February Meeting minutes. The members present opted to defer approval of the minutes until a meeting at which additional members were present. No vote to approve the minutes was taken.

3. Formal Correspondence

Samuel Alexander (SCCOG) described the formal correspondence sent by the Eastern WUCC.

- Mr. Alexander stated that a response letter was sent to the Water Committee of Carefree Homeowners' Association (Lebanon), regarding options for small community water systems—making system improvements versus becoming a satellite of a larger utility.
- Mr. Alexander stated that a letter was sent to all Eastern WUCC members and Exclusive Service Area (ESA) holders, requesting comments on draft recommendations of the Preliminary Integrated Report and Executive Summary, and requesting that ESA holders coordinate with local government officials and staff to receive comments on the draft documents during upcoming public comment periods. Mr. Alexander stated that, along with the request, Eastern WUCC members and ESA holders were sent updated drafts of the Preliminary Integrated Report and Executive Summary.

4. Public Comment Period

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

5. ESA Modifications Discussion/Update

Town of Montville: Follow-up on modification to Norwich Public Utilities/Southeastern Connecticut Water Authority ESAs

Mr. Bighinatti reviewed an ESA modification in the Town of Montville, which went into effect between the February and March Meetings. Mr. Bighinatti explained that since this was a Type A, voluntary modification of ESA boundaries between Norwich Public Utilities (NPU) and the Southeastern Connecticut Water Authority (SCWA), and no public comments were received, the ESA modification will be effective upon submittal of the revised area and Statements of Confirmation (to affirm the updated ESA boundaries) from both utilities to the Connecticut Department of Public Health (DPH). Mr. Bighinatti reviewed the updated ESA map, which aligns the NPU ESA with its current service area and utility-owned watershed lands in northern Montville, and reflects an expected rerouting of the water main along Leffingwell Road and into the Town of Bozrah. Mr. Bighinatti added that both utilities will sign new statements of confirmation, affirming new ESA maps.

6. Integrated Report Discussion

Mr. Bighinatti 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.

There was discussion about the timeframe for release of the Preliminary Integrated Report and Executive Summary to the CWSP. It was agreed that per the Eastern WUCC Bylaws and the Work Plan that no formal vote was necessary to release either document. The Eastern WUCC chose to

proceed with posting the Preliminary Integrated Report and Executive Summary plan to the CWSP, and associated legal notices, in keeping with the scheduled public comment period spanning established by DPH for the three WUCCs from March 21st to April 20th. The Eastern WUCC also decided to issue an e-mail soliciting last-minute comments from active members by Friday, March 16th, prior to the publishing of documents and legal notices.

Mr. Bighinatti discussed the upcoming meeting schedule, which would allow the Eastern WUCC to finalize the CWSP for submission to DPH by June 17, 2016. Mr. Bighinatti explained that the April meeting could potentially be moved to the 25th, which would put it after the 30-day public comment period for the Preliminary Integrated Report and Executive Summary to the CWSP. Mr. Bighinatti also reminded the Eastern WUCC that there was discussion in February of moving the May meeting to the 30th in order to allow more time in finalizing the Final CWSP.

- The consensus of the Eastern WUCC members present was to move the April meeting to the 25th. The Eastern WUCC tabled making a decision on moving the May meeting to the April meeting.

Discussion and prioritization of Preliminary Integrated Report recommendations

Mr. Bighinatti reminded the Eastern WUCC that Chapter 12 includes a listing of recommendations of the Integrated Report, and the Eastern WUCC had agreed to set aside time to discuss priority of recommended strategies (Table 12-1, and also Table ES-1 of the Executive Summary). The Eastern WUCC discussed recommended strategies, under the following topic areas: Responsible Planning, Source Protection, Drought Management, Water Conservation, Climate Change, and Funding.

- The consensus by Eastern WUCC members was that priority rankings should not be included in Table 12-1, as each recommended strategy was considered important, and which would put greater emphasis on the timeframe for each recommended strategy.
 - The WUCC members took time to assign one of the following timeframes to each strategy: “Immediately” (Needs immediate Action), “Ongoing” (Needs continuous or regular action or review), “2023” (to be completed within the 5-year planning period), and “2030” (to be completed within the 20-year planning period). No recommended strategies were identified to be considered specifically within the 50-year planning period.
- The WUCC members suggested minor modifications to wording of strategies and the assigned lead parties.
- Mr. Alexander read SCCOG’s written comments pertaining to strategies that affect the Regional Councils of Governments. These comments will be included as part of the 30-day public comment period.

Approve Preliminary Integrated Report for Public Comment; Approve Preliminary Executive Summary for Public Comment

The members present agreed to release the Preliminary Integrated Report and Executive Summary to the CWSP for public comment, in a period beginning March 21st and ending April 20th, as facilitated by Connecticut DPH. Links to the document will be posted on the Eastern WUCC

webpage, with public notices in area newspapers directing interested persons to the Eastern WUCC webpage.

7. Other Business

Mr. Bighinatti presented a sample agenda for the April 25th meeting and asked for potential additions. Mr. Bighinatti reminded the WUCC that the May Meeting would require officer elections. It was also discussed that the Work Plan may need to be modified to allow more flexibility of the Officers to conduct certain business outside of the regular monthly meeting schedule, and that this would be reviewed during the April meeting.

Mr. Bighinatti presented slides advertising two upcoming events: a Source Protection Workshop to be held by CT DPH on March 22, at Regional Water Authority in New Haven; and a workshop to be held by CT DPH, the Connecticut Institute for Resilience and Climate Adaptation (CIRCA), and Milone and MacBroom, *Implementing a Drinking Water Resilience Plan for Connecticut*, on April 6, at the University of Connecticut, Avery Point, in Groton. Registration and additional information for the two events can be found at the following links:

[-https://www.eventbrite.com/e/source-water-protection-workshop-registration-33927068776](https://www.eventbrite.com/e/source-water-protection-workshop-registration-33927068776)

[-https://circa.uconn.edu/2018/01/18/workshop-drinking-water/](https://circa.uconn.edu/2018/01/18/workshop-drinking-water/)

The meeting was adjourned by consensus at 3:03 PM

Respectfully submitted,

Samuel Alexander (Southeastern Connecticut Council of Governments)
Recording Secretary