



# Convening of the WUCC

## Coordinated Water System Plan Central Region

245 deKoven Drive; Middletown, Connecticut | June 15, 2016

# Agenda



1. Welcome & Introduction (5 minutes)  
*Lori Mathieu, DPH*
2. Overview of Approach & Process (20 minutes)  
*Lori Mathieu, DPH & Jeanine Gouin, Milone & MacBroom, Inc.*
3. Work Plan, Rules of Order, & Organizational Procedures (30 minutes)  
*Milone & MacBroom, Inc.*
4. Responsibilities/Election of Leadership (50 minutes)  
*Milone & MacBroom, Inc.*
5. Public Comment Period (10 minutes)
6. Other Business, Schedule Subsequent Meetings (5 minutes)

# Welcome & Introduction





# DPH

## Drinking Water Section

- To protect the public health of Connecticut residents and visitors that consume public drinking water in Connecticut
- Responsible for purity and adequacy oversight statewide for all public water systems
- No waterborne disease outbreaks



# CT DPH Drinking Water Section Responsibilities

- Regulate 2,550 Public Water Systems
- 2.8 million CT residents served – 3.5 million total population
- 550 community systems
- 2,000 non-community systems
- 150 reservoir systems, over 4,000 ground water sources
- Largest number of systems in New England, considered a medium size state by EPA



# Importance of an Abundant Supply of Safe and Pure Water for a Community

- Public health protection
- Preservation of public trust
- Allows for community growth
- Allows for a community to plan for future growth
- Assure sanitary conditions for multiple facilities, schools, nursing homes, restaurants, hospitals, town facilities
- Provides sustainability and viability for community
- Public safety, fire protection
- Economic growth
- Priceless

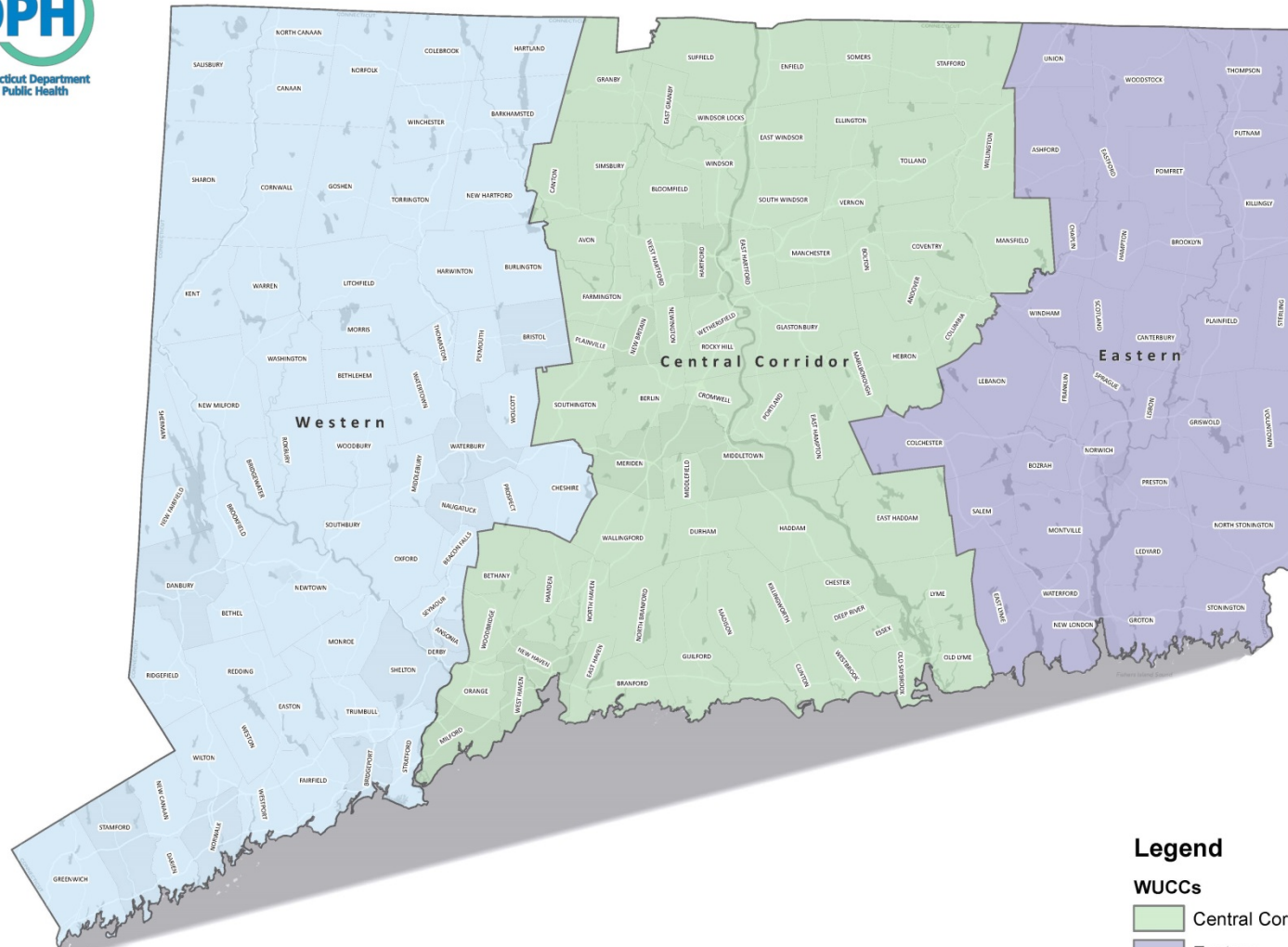


# CWSP - What is it? & Why does it exist?

- 1981 Drought
- Water Resources Task Force Report
- Legislature created water supply planning – CGS Section 25-32d & Sections 25-33c – 25-33i - 1985
- Regulations – 25-33h-1
- CGS Section 25-33c – Legislative Intent – ...adequate supply of potable water is vital, readily available water for use is limited and should be developed with a minimum of loss and waste, DPH administer a process to coordinate water supply planning

# New WUCC Area Map

WUCC Boundaries



**Legend**

**WUCCs**

- Central Corridor
- Eastern
- Western





# WUCC – Why are they important?

- Discussion of water supply issues
- Regional planning effort
- Use of plan as a guide
- Certificate process
- Bring together CEOs, LHD, COGs, Town Planners, stakeholders and public water systems
- Highlight regional water supply needs
- Forum to resolve issues locally
- Guide for water system growth and individual water supply plans – establish Exclusive Water Service Areas



# Need to Complete Statewide Water Supply Planning

- Understand water supply needs and excess capacity
- Plan to meet future supply needs
- Include partners and stakeholders
- Additional focus on water conservation and emergency preparedness
- Completion of a State wide Coordinated Water Supply Plan
- Dynamic Plan



# WUCC – Moving forward

- Three WUCC Plans
- Timeline
- Workplan
- Membership
- Responsibility
- Statewide Plan for Public Water Supply

# Overview of Approach & Process



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# Regional Team Leaders



**David Murphy**  
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**WESTERN REGION LEAD  
(Central Region Co-Lead)**



**Jeanine Armstrong Gouin, P.E.**  
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**CENTRAL REGION LEAD  
(Eastern Region Co-Lead)**



**Scott Bighinatti**  
sbighinatti@mminc.com

**EASTERN REGION LEAD  
(Western Region Co-Lead)**

# MMI's Role



- Interpret and/or provide data, resources, mapping, and analysis to assist the WUCC in its planning efforts
- Serve as a resource and provide meeting support, including attendance at all regular WUCC meetings
- Provide narrative and mapping for the Water Supply Assessment, Exclusive Service Area, Integrated Report, and Executive Summary
- Prepare the Statewide Coordinated Plan
- Lead conflict resolution
- Assist with notifications and tracking of regulatory mandates
- Foster consensus-building

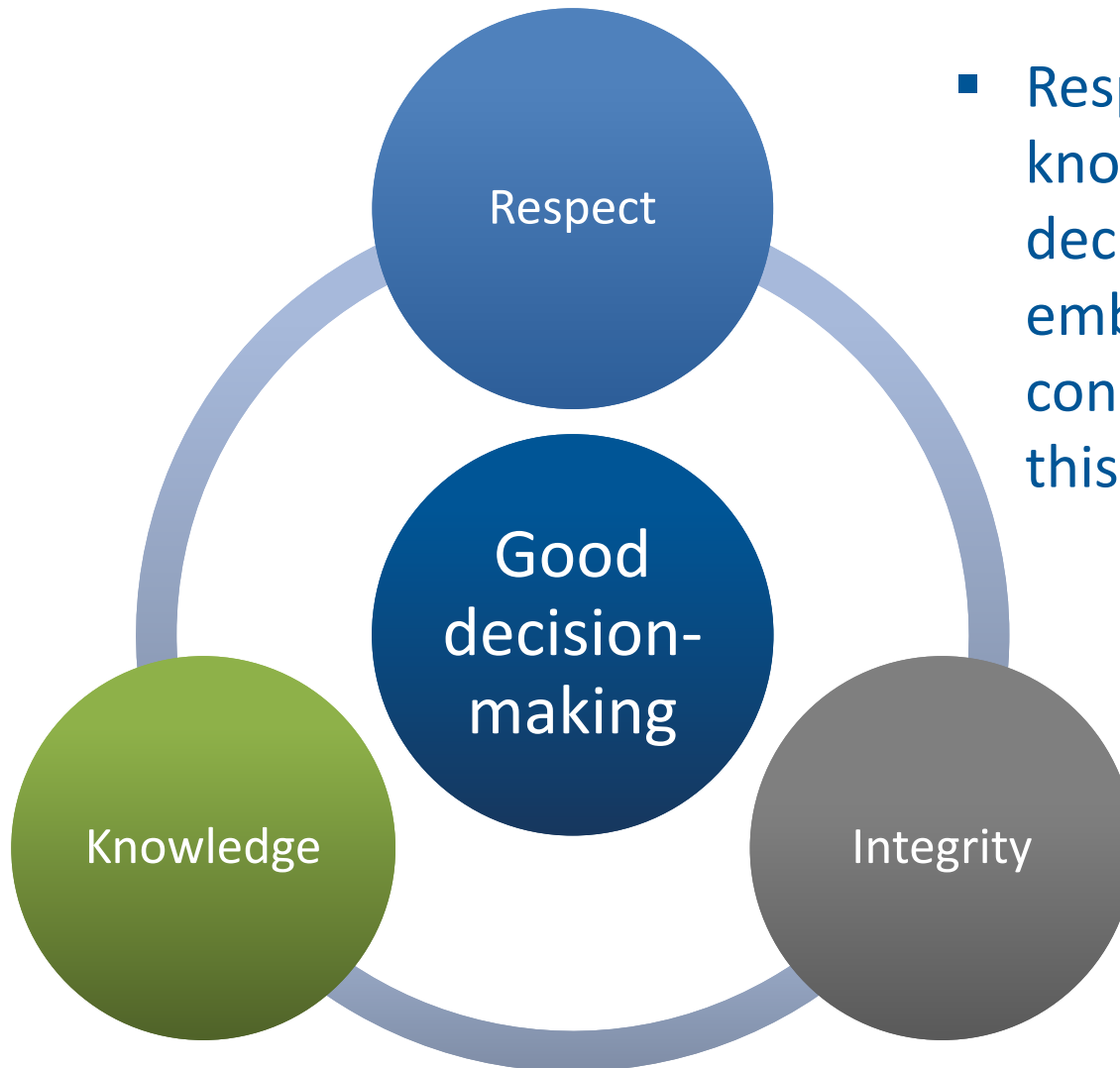
# Consultant Approach



- MMI team members have worked with many municipalities and utilities throughout the state and will use this knowledge to provide a tailored approach to each WUCC, while maintaining consistency between the three regions.
- We intend to conduct the majority of heavy lifting between meetings such that meeting time can be dedicated to the most critical tasks at hand.
- We intend to provide a framework and platform of data and analysis that is clear, thorough, and concise.



# Approach



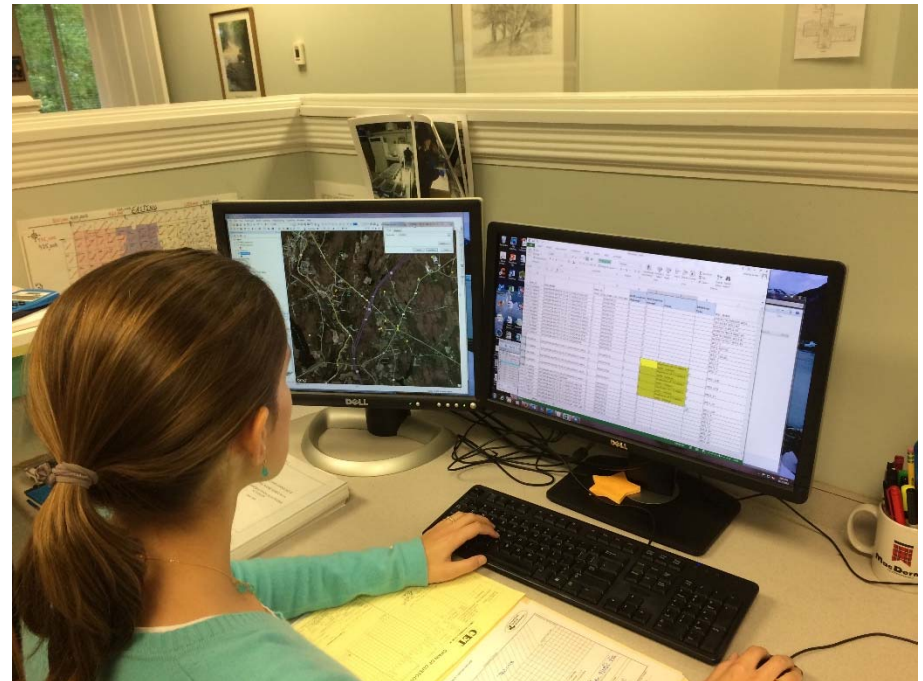
- Respect, integrity, and knowledge breeds good decision-making. We embrace these in our core conduct and intend to lead this process by example.

# An Expedited Approach



Southeastern WUCC Plan

## Statewide WUCC Data Collection



# WUCC Regulatory Time Frames



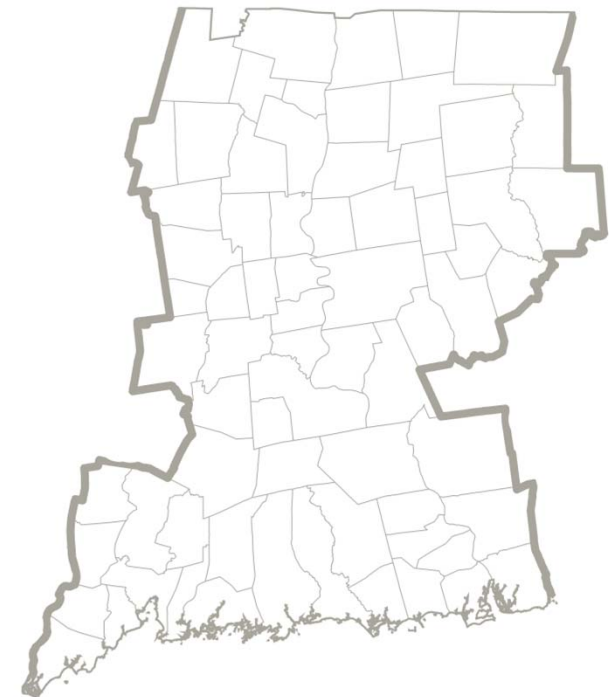
Milestone	Time Allowed	Deadline
Final water supply assessment	Within 6 months of initial meeting	December 2016
Preliminary ESA boundaries	Within 9 months of initial meeting	March 2017
Final ESA boundaries	Within 12 months of initial meeting	June 2017
Coordinated water system plan	Within 24 months of initial meeting	June 2018

- 30 day comment period for each

# Overview of Central Region WUCC



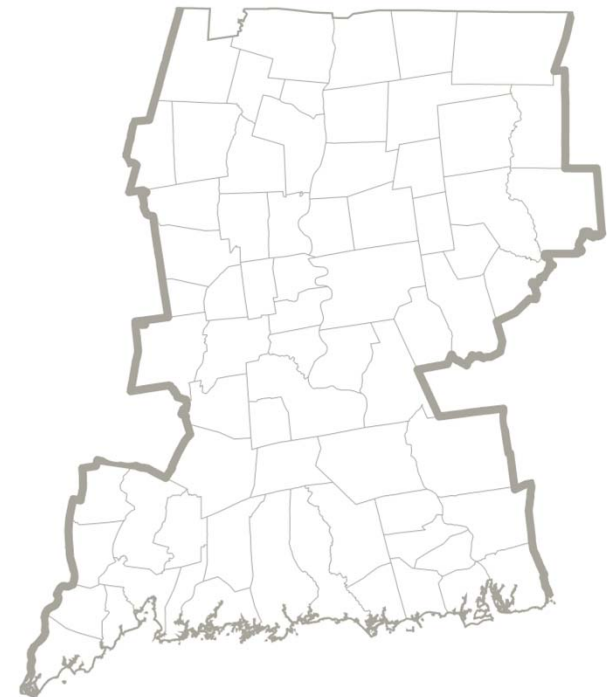
- Region includes 70 municipalities within three COGs – Capital Region, South Central, and Lower CT River Valley.
- Region includes approximately 900 public water systems, 36 of which serve >1,000 people or have more than 250 customers.
- Major systems include MDC, RWA, Connecticut Water Company (43 systems), and many municipal systems (Meriden, Wallingford, Middletown, New Britain, and others).



# Overview of Central Region WUCC



- **ESAs are largely established** in this region but gaps may exist that need to be filled.
- **Dynamics will shift** from the former Upper CT and South Central WUCC:
  - 8 new municipalities without ESAs have joined from the northeast
  - 6 new municipalities with ESAs have joined from the southeast
  - 15 municipalities have been shed from the western boundary



# Part I: Water Supply Assessment



- Rely on results of the data collection effort completed in 2015 to jump-start the process. This will enable the WUCC to focus more attention on the analysis rather than data collection.
- Utilize the power of GIS to build an overall picture of conditions, deficiencies, and trends in each region.
- Utilize the regional and individual municipal land use plans and zoning designations to glean a keen understanding of the composition of the region as well as projected future conditions.
- Develop a meaningful assessment of issues, needs, and deficiencies in the region.

## Part II: ESA Boundaries



- **Inform** WUCC members of current service areas, existing and future sources, and interconnections.
- **Educate** WUCC members on requirements and obligation to serve once an ESA is granted.
- **Provide** examples of real-world experiences from the last 15 years.
- **Provide** WUCC members with a format to present qualifications and intent to serve.
- **Delineate** proposed ESAs on GIS to identify gaps and conflicts.
- **Work** rigorously with members to resolve conflicts.
- **Involve** the full WUCC membership in vetting ESA claims.

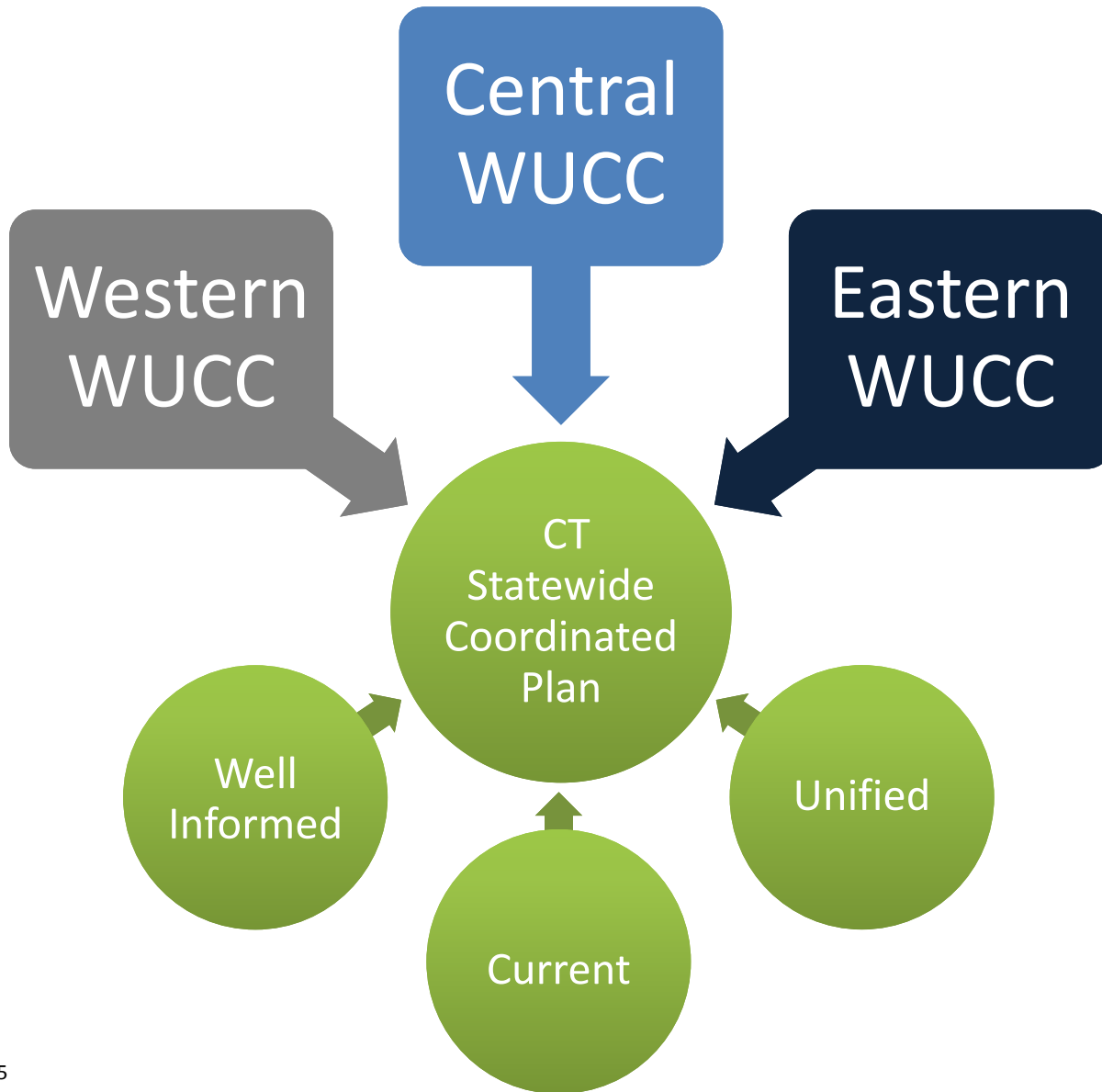
# Part III: Integrated Report



- **Understand** potential population shifts, water demands, and available water supply.
- **Identify** imbalances and evaluate the potential for regional supply solutions.
- **Evaluate** potential new supply sources for technical feasibility, potential yield, potential environmental impact, and potential resource conflicts. We have tools that weren't available in the past.
- **Underscore the importance** and potential offset of demand through design standards and water conservation.
- **Draw upon our planning expertise** to understand compatibility of existing land uses and zoning with existing and potential future supply sources.



# First-ever Statewide Coordinated Plan



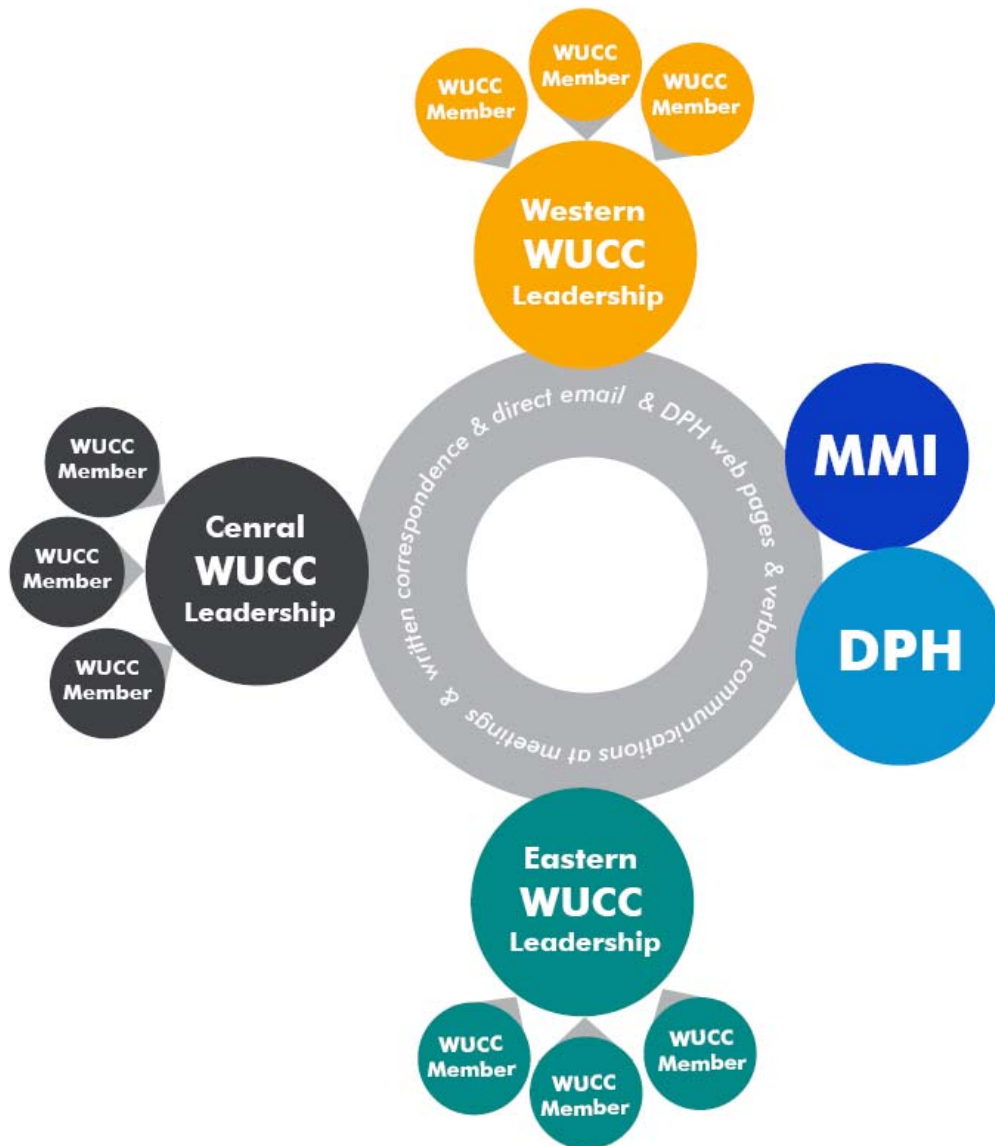
- Addresses public water supply needs in CT without regard to municipal, political, or ownership boundaries
- A blueprint and a road map for public water supply planning that will influence policy planning for decades to come

# Interfacing with State Water Plan Process



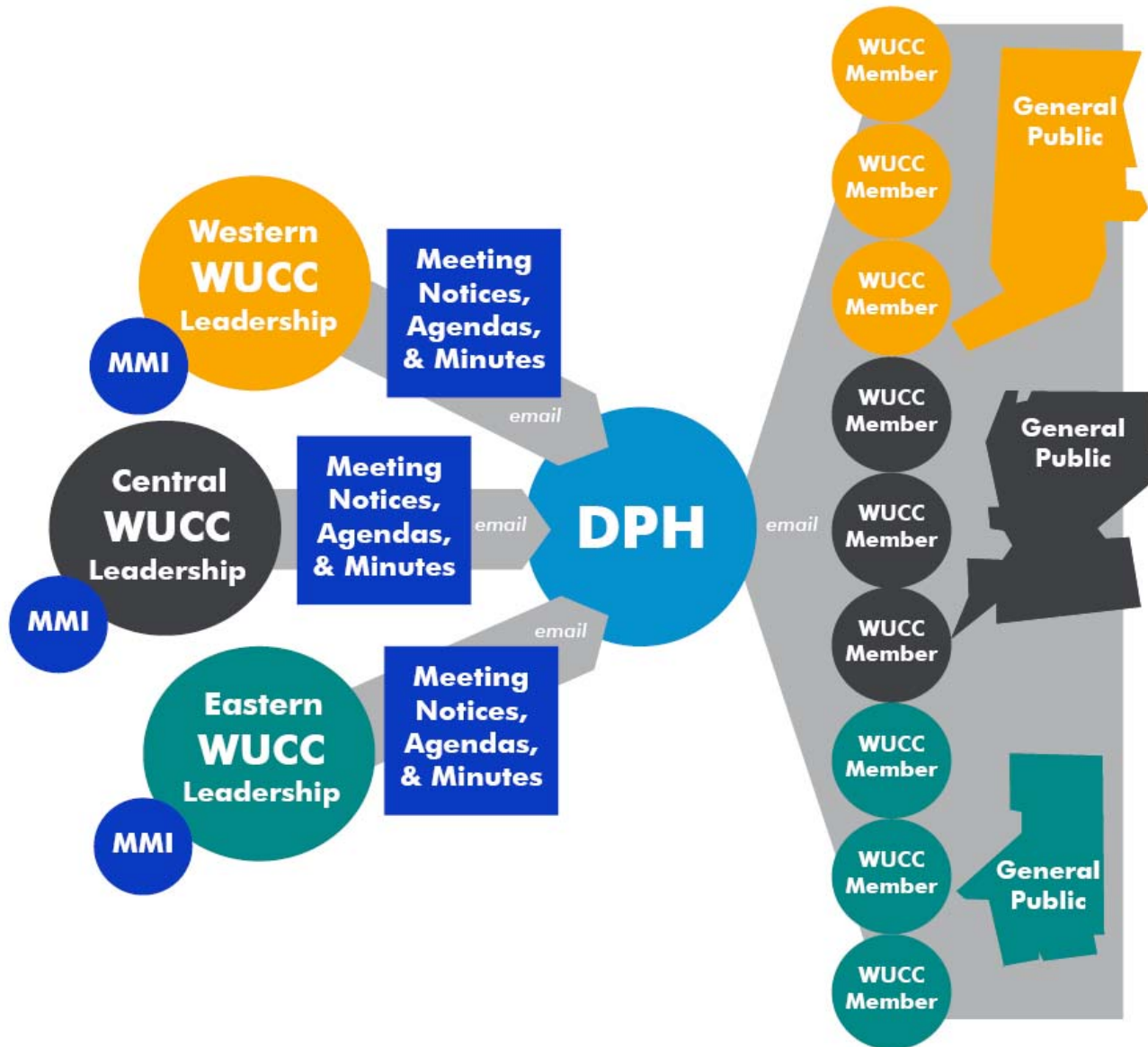
- The WUCC data collection and planning processes will help inform the State Water Plan
- The three coordinated water system plans and the statewide coordinated water system plan will be separate from but complementary to the State Water Plan
- Ideally, findings from the WUCC process will lead to policy statements in the State Water Plan
- Likewise, early or “rough draft” policies from the State Water Plan can help guide discussions in the three WUCCs

# Routine Communications



- Regular WUCC communication will occur through email, DPH web pages, meetings, and written correspondence.
- External WUCC communication will occur through chairs, including communication with regulatory agencies and MMI.

# Formal Communications



- Meeting notices, agendas & minutes to be distributed to members via email and posted on DPH web pages.
- All documents will be available to the general public via DPH web pages throughout the two-year process.

# Work Plan, Rules of Order, & Organizational Procedures



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# Work Plan Elements



- Rules of Order (Bylaws)
- Rules for frequency, times, length, agenda, publication, location, and notice of meetings
- Rules for public comment (including notice of comment period and documentation of responses)
- Election of Officers
- Communications Plan

# Draft Bylaw Elements



- Article I - Objectives
- Article II - Membership
- Article III – Officers and Governance
- Article IV – Voting
- Article V – Meetings
- Article VI – Parliamentary Procedures
- Article VII – Conflict
- Article VIII – Amendments



# Article I – Objectives



- Implement and keep up to date the planning process established in PA 85-535 defined in CGS 25-33c-j and RCSA 25-33h-l
- Coordinate with other WUCCs for statewide water supply planning
- Maximize the efficient and effective development of public water supply systems
- Promote public health, safety, and welfare

# Article II – Membership



Membership shall consist of:

- One representative from each public water system (community and non-community) that has a source of supply or service area within the Water Management Area
- One member of each Council of Governments (COG) serving at least one municipality within the management area.
- DPH shall maintain the list of eligible and make that list publicly available on the DPH website.

# Article III – Officers and Governance



- Composition
- Nomination
- Election
- Term
- Removal
- Responsibilities
- Sub-Committees
- Executive Session

# Article IV – Voting



- Number of Votes
- Exclusive Service Area Boundaries & Assignment
- Certificates of Public Convenience and Necessity
- Other Matters

# Article V – Meetings



- Frequency
- Location
- Notice
- Quorum
- Public Participation
- Minutes

# Articles VI, VII, & VIII



- Parliamentary Procedures – Roberts Rules for Small Boards
- Conflict – Statutes and regulations prevail over bylaws
- Amendments – Proposals for bylaw amendment may originate by any WUCC member upon a petition signed by at least 10 WUCC members. Voting procedures. Simple majority vote

# Adopt Bylaws

- Discussion
- Adoption by consensus is preferred; otherwise, a formal motion will be needed by any member



# Responsibilities/Election of Leadership





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# Suggested Qualifications of Officers



- Should be a specific individual, not a public water system or COG at large
- Should not hold a Chair or Secretary position in another WUCC (due to potential schedule conflicts)
- Should have a strong understanding of water utility issues for both large and small utilities (if not possible, a combination of experience is recommended)
- Must be able to put facilitating the process above specific utility interests (should step aside during conflicts of interest)
- Must have ready access to email

# Responsibilities of Chairs



- Consistently attend all WUCC meetings
- Prepare monthly agenda and meeting notices
- Prepare WUCC correspondence / press releases
- Oversee sub-committees / schedule
- Facilitate monthly meetings
- Interface with DPH and MMI, and Recording Secretary
- Facilitate / mediate conflict
- Participate in periodic coordination meetings w/MMI & DPH

# Responsibilities of Recording Secretary



- Should be a specific person
- Serve as the time keeper
- Take notes and compile meeting summary
- Distribute draft meeting notes within 48 hours
- Coordinate postings on DPH website
- Maintain a record of all WUCC correspondence
- Interface with Chairs, DPH, and MMI
- Prepare packets for review prior to meetings

# Election of Chairs

- Call for candidates
- Introduction of candidates
- Consensus or election (if necessary)



# Election of Recording Secretary

- Call for candidates
- Introduction of candidates
- Consensus or election (if necessary)



# Public Comment



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# Other Business



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1. Welcome & Introduction
2. Team, Approach, and Milestone Documents
3. Formal Correspondence
4. Work Plan, Rules of Order, & Organizational Procedures
5. Responsibilities/Election of Leadership
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# Other Business



- Other Business
- Schedule for Future Monthly Meetings
- Adjourn