



Convening of the WUCC

Coordinated Water System Plan Eastern Region

5 Connecticut Avenue; Norwich, Connecticut | June 17, 2016

Agenda



1. Welcome & Introduction (5 minutes)
Lori Mathieu, DPH
2. Overview of Approach & Process (20 minutes)
Lori Mathieu, DPH & Scott Bighinatti, 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

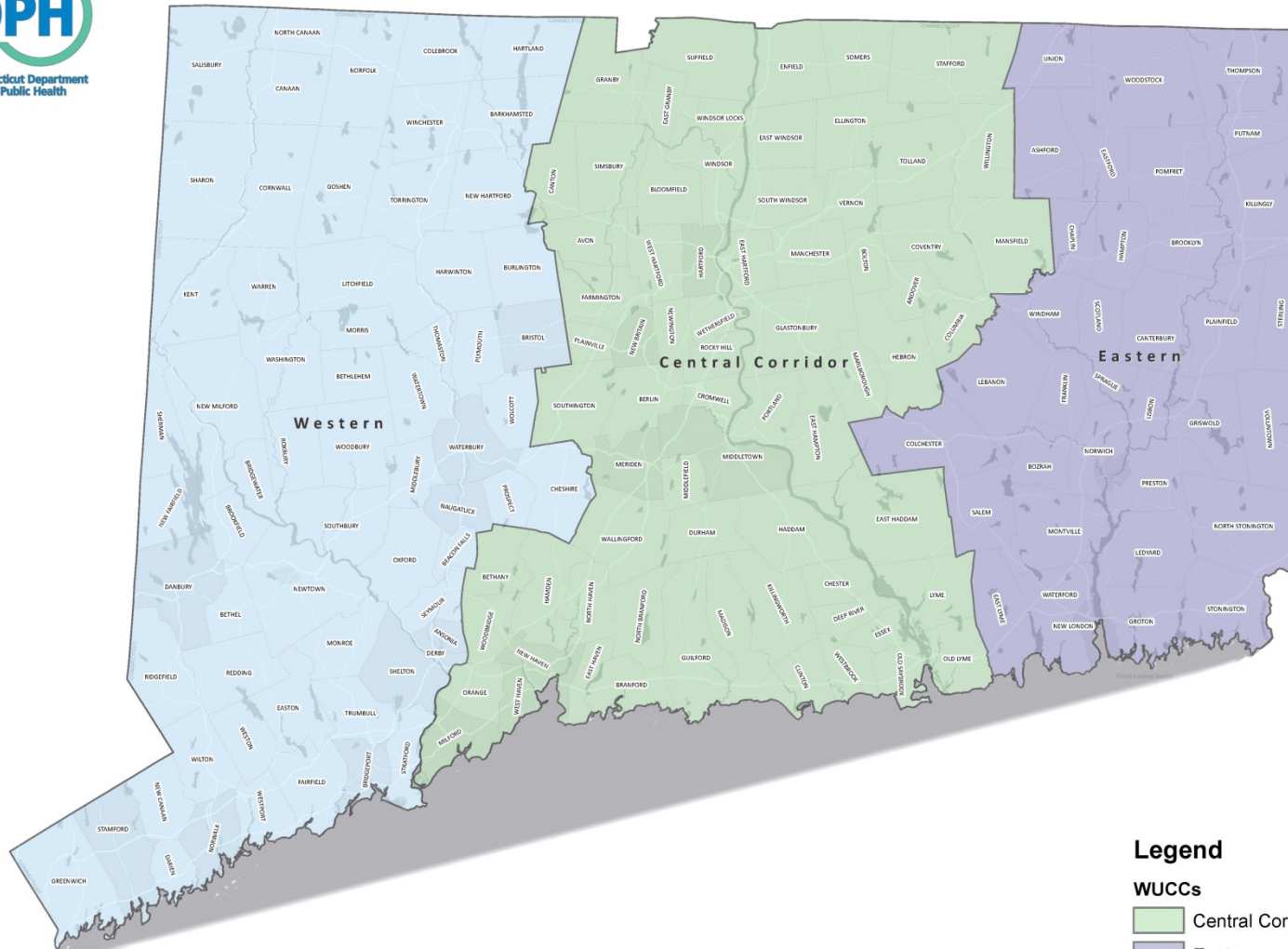


CWSP - What is it? & Why does it exist?

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

MMI's Role



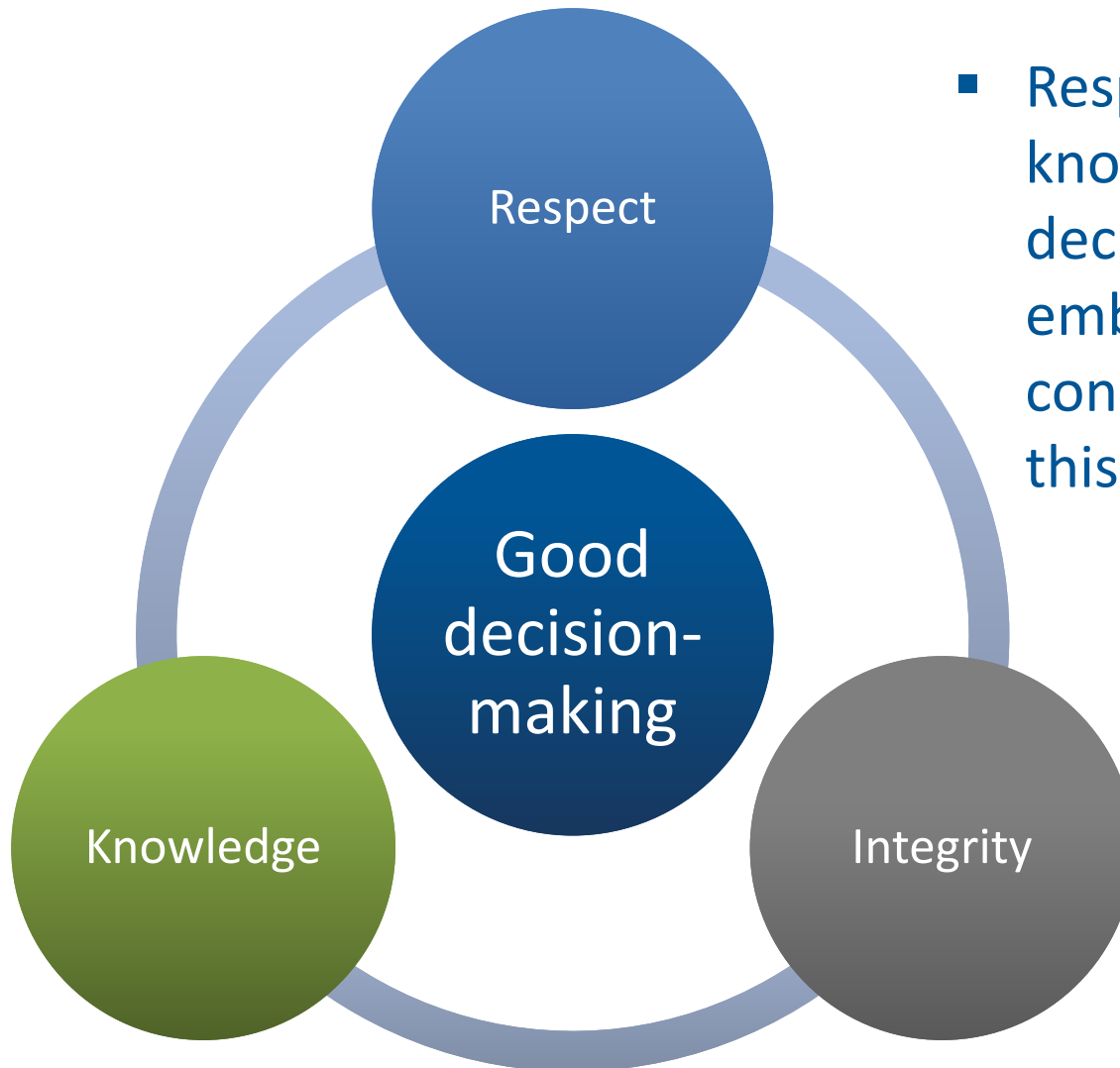
- Interpret and/or provide data, resources, mapping, and analysis to assist the WUCC in its planning efforts
- Serve as a resource and provide meeting support, including attendance at all regular WUCC meetings
- Provide narrative and mapping for the Water Supply Assessment, Exclusive Service Area, Integrated 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



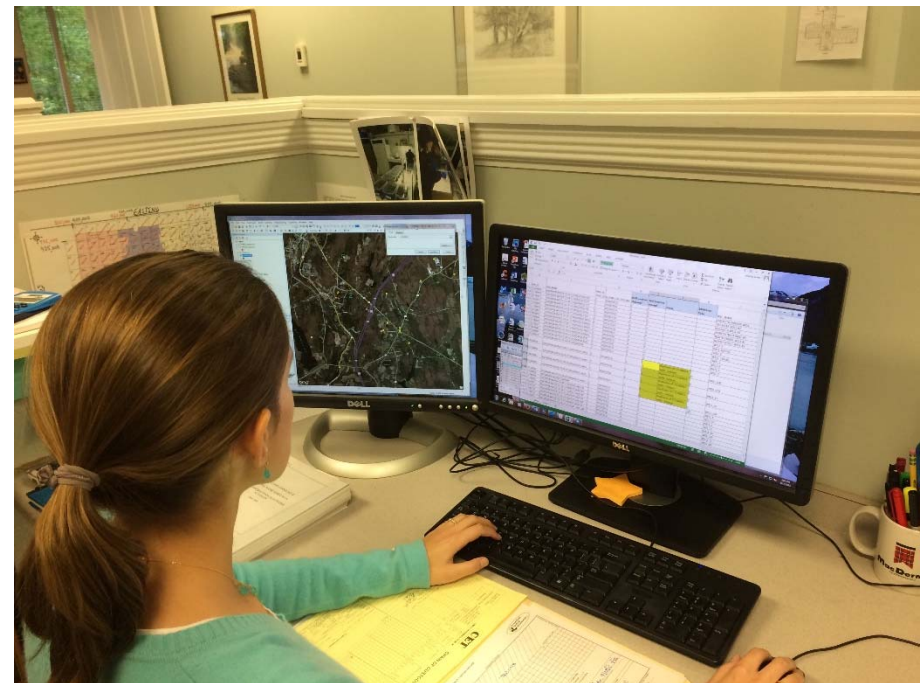
- Respect, integrity, and knowledge breeds good decision-making. We embrace these in our core conduct and intend to lead this process by example.

An Expedited Approach



Southeastern WUCC Plan

Statewide WUCC Data Collection



WUCC Regulatory Time Frames



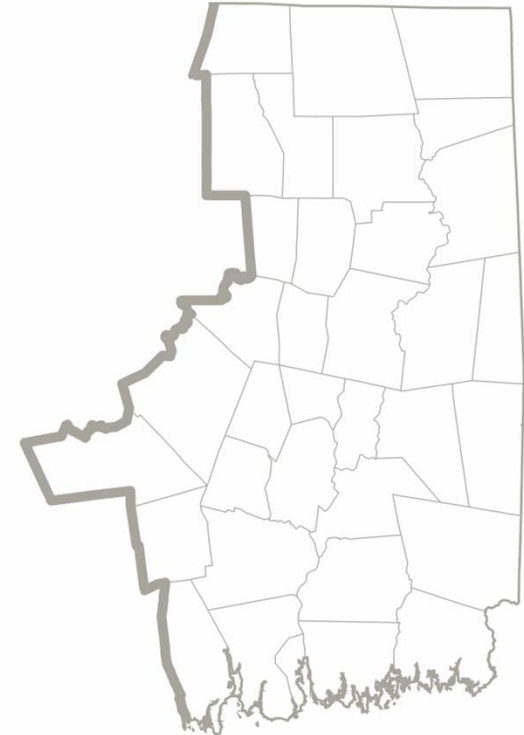
Milestone	Time Allowed	Deadline
Final water supply assessment	Within 6 months of initial meeting	December 2016
Preliminary ESA boundaries	Within 9 months of initial meeting	March 2017
Final ESA boundaries	Within 12 months of initial meeting	June 2017
Coordinated water system plan	Within 24 months of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

- 30 day comment period for each

Overview of Eastern Region WUCC



- Region includes 35 municipalities and two tribal authorities within two COGS – Northeastern and Southeastern.
- Region includes approximately 600 public water systems, 26 of which serve >1,000 people or have more than 250 customers.
- Major systems include Norwich Public Utilities, Groton Utilities, City of New London, Connecticut Water Company, and others.
- Region hosts the only **approved coordinated water system plan** in the state, though ESAs have not been established in the northern part of the region.



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



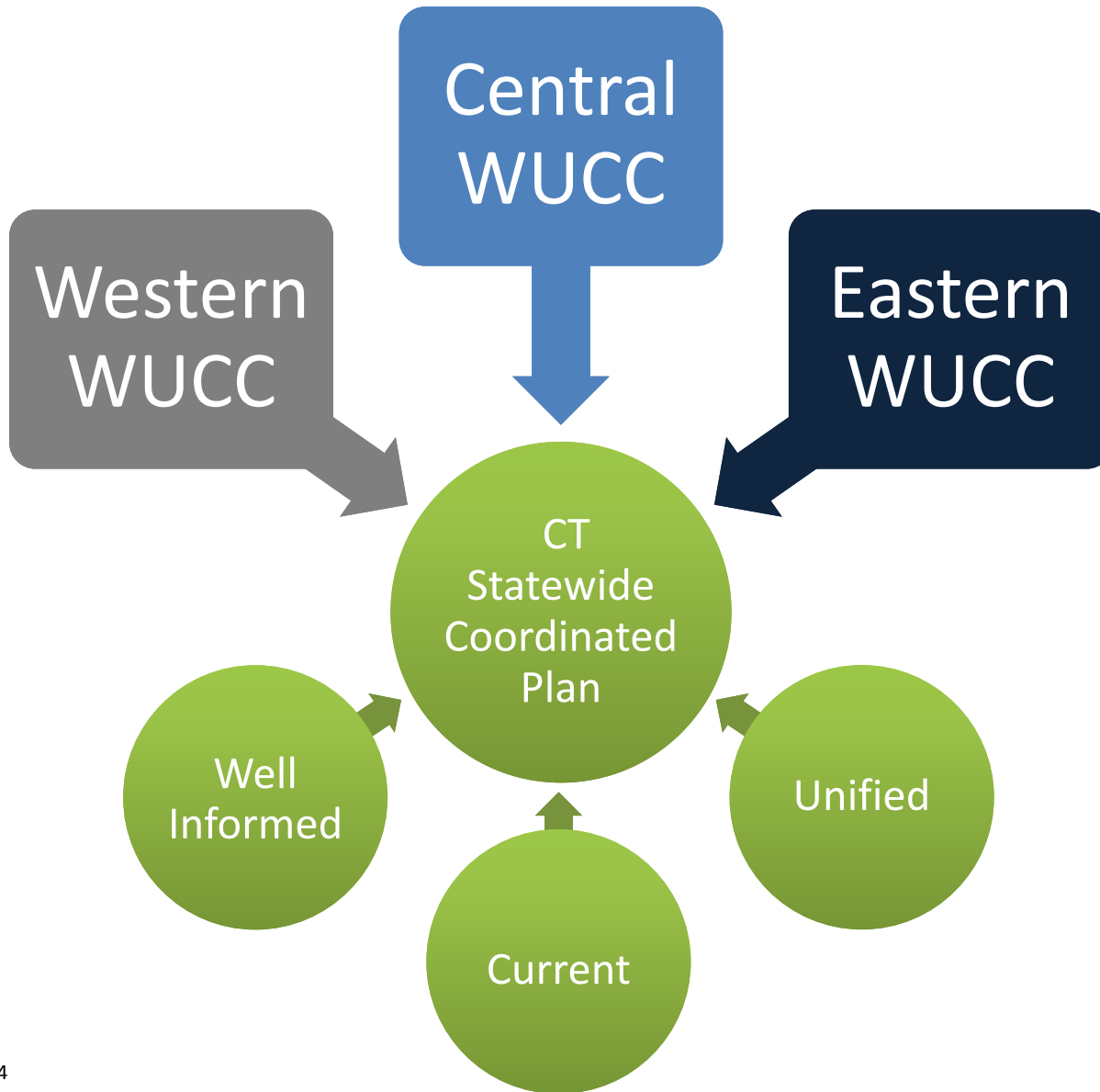
- **Inform** WUCC members of current service areas, existing and future sources, and interconnections.
- **Educate** WUCC members on requirements and obligation to serve once an ESA is granted.
- **Provide** examples of real-world experiences from the last 15 years.
- **Provide** WUCC members with a 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



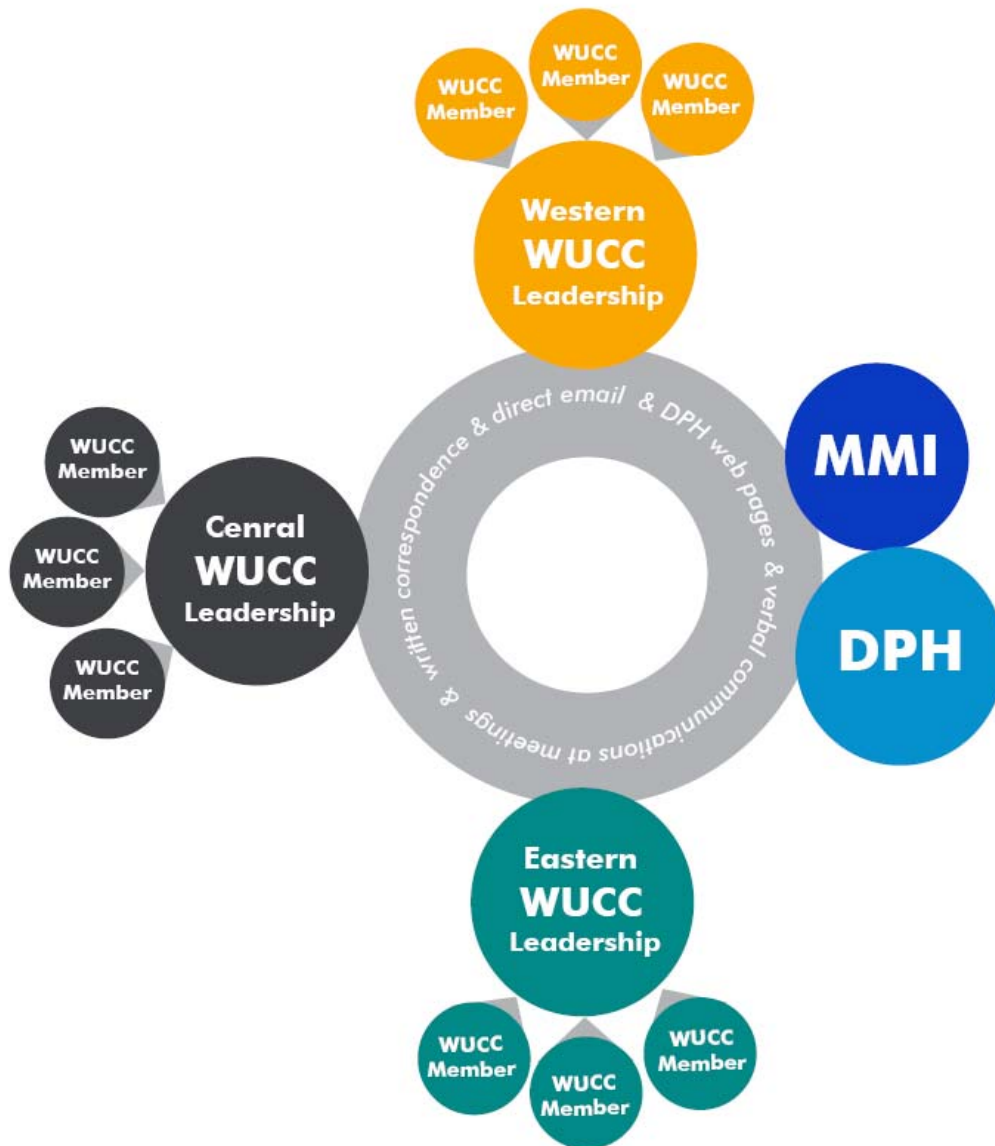
- Addresses public water supply needs in CT without regard to municipal, political, or ownership boundaries
- A blueprint and a road map for public water supply planning that will influence policy planning for decades to come

Interfacing with State Water Plan Process



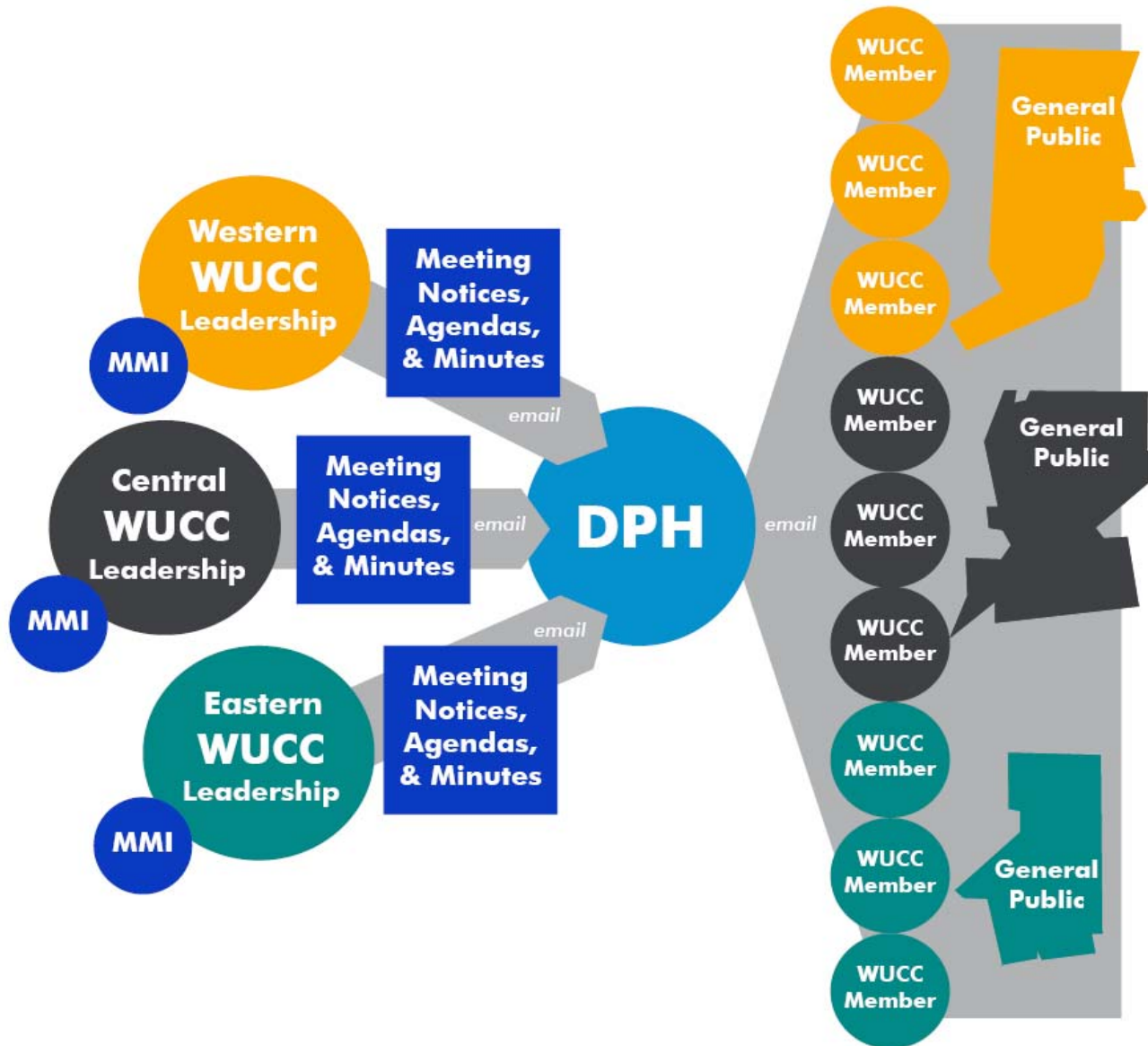
- The WUCC data collection and planning processes will help inform the State Water Plan
- The three coordinated water system plans and the statewide coordinated water system plan will be separate from but complementary to the State Water Plan
- Ideally, findings from the WUCC process will lead to policy 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
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Other Business



- Other Business
- Schedule for Future Monthly Meetings
- Adjourn