

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH

Renée D. Coleman-Mitchell, MPH
Commissioner



Ned Lamont
Governor
Susan Bysiewicz
Lt. Governor

Environmental Health & Drinking Water Branch

DWS Circular Letter #2020-06

To: Small Community Water Systems serving <1,000 Residents
From: Lori Mathieu, Public Health Branch Chief, Environmental Health & Drinking Water Branch
Date: March 6, 2020

A handwritten signature in black ink, appearing to read "Lori Mathieu".

Subject: New Fiscal and Asset Management Plan Requirement for Small CWS

Pursuant to the new Connecticut General Statutes (CGS) §19a-37e, all small community public water systems (i.e., water companies that regularly serves at least twenty-five, but not more than one thousand, year-round residents), except those either "(1) regulated by the Public Utilities Regulatory Authority, (2) subject to the requirements set forth in section 25-32d of the general statutes, or (3) a state agency", shall complete a fiscal and asset management plan for all capital assets by no later than **January 1, 2021**. This asset and fiscal plan must then be updated annually and be made available on request by the department.

To aid small Community PWS in meeting this new requirement, the DPH Drinking Water Section has created a Fiscal & Asset Management Plan Template, Template Instructions, a Fiscal & Asset Management Plan Guidance Document and Appendix A to the Template which will be required for those PWS interested in also applying for a DWSRF loan. These documents, and more information including links to a series of webinars presented in partnership with the Environmental Finance Center Network, Inc. (EFCN), to help educate water systems about the new requirements, can be found on the new Drinking Water Section's [Capacity Development webpage](#).

It should be noted that while completion of this fiscal and asset management plan is a statutory requirement, this exercise should be viewed as a tool to better understand your public water system (PWS) and its needs. Through this process, you will learn how to properly run the PWS to maximize the life of its assets at their lowest life cycle cost while maintaining an acceptable level of service to your customers. PWS owners will be able to make better decisions about capital improvement projects, rate setting and areas for improvement with a completed fiscal and asset management plan setting your PWS on a clear path of sustainability for the future.

The DPH Drinking Water Section is partnering with the EFCN to bring free in-person trainings on fiscal and asset management to a location near you in late April 2020. PWS board and/or association members and certified operators are strongly encouraged to participate. Details regarding the in-person training sessions will be sent to you soon once the details are finalized.

c: Heather Aaron, MPH, LNHA, Deputy Commissioner, CT DPH
Certified Water System Operators



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