

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH



Deidre S. Gifford, MD, MPH
Acting Commissioner

Ned Lamont
Governor
Susan Bysiewicz
Lt. Governor

Environmental Health and Drinking Water Branch

DWS Circular Letter 2020-35

TO: Small Community Public Water Systems serving <1,000 residents

FROM: Lori Mathieu, Public Health Branch Chief, EHDW

Handwritten signature of Lori Mathieu in blue ink, dated 2020.

DATE: May 13, 2020

SUBJECT: Announcement for Fiscal & Management Plan Template Training Webinar

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), 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. This new requirement has been communicated to all small community public water systems (PWS) in several Circular Letters issued by the department including DWS Circular Letter #2018-21 (issued 7/20/18), #2019-01 (issued 1/16/19), and #2020-06 (issued 3/6/20).

To aid small Community PWS in meeting this new requirement, the DPH Drinking Water Section 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 can be found on the Drinking Water Section's [Capacity Development Webpage](#).

The Department planned on holding two in-person training sessions to review the various sections of the template which had to be canceled due to the ongoing COVID-19 pandemic. Since the due date is rapidly approaching, DWS will be holding a 1.5 hour training webinar on **June 2, 2020 from 2:30-4 pm EST** to help PWS learn how to use the plan template. All small Community PWS owners, board members and their certified operators are encouraged to attend the webinar.

Please use the following link to register for the Fiscal & Asset Management Plan Training Webinar. <https://register.gotowebinar.com/register/7708235524790529804> If you have any questions about the webinar or the Fiscal & Asset Management Plan Template in general, please email questions to Mandy.Smith@ct.gov.

c: Deputy Commissioner Heather Aaron, MPH, LNHA, Department of Public Health
Certified Operators



Phone: (860) 509-7333 • Fax: (860) 509-7359
Telecommunications Relay Service 7-1-1
410 Capitol Avenue, P.O. Box 340308, MS#12DWS
Hartford, Connecticut 06134-0308
www.ct.gov/dph/publicdrinkingwater

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