



Chairman
Ed Lynch

TOWN OF LEDYARD

Water Pollution Control Authority

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Tuesday, December 16, 2025

6:30 PM

Council Chambers - Hybrid

I. CALL TO ORDER

The Regular Meeting was called to order by Chairman Lynch at 6:31p.m.

II. ROLL CALL

Present Board Member Terry Jones
Board Member Stanley Juber
Board Member Monir Tewfik
Board Member Edmond Lynch
Alternate Member Tony Capon
Alternate Member James A. Ball

Excused Alternate Member Jeremy Norris
Board Member Sharon Wadecki

Also in attendance:
Councilor James Thompson
Kate Blacker and Joe Pratt from Groton Utilities.

Terry Jones was present via Zoom. Chairman Lynch welcomed Jim Thompson, Town Council, as the Authority's newly appointed Liaison to the meeting.

III. APPOINTMENT OF ALTERNATES

Mr. Ball was appointed as a voting member.

IV. PLEDGE OF ALLEGIANCE

V. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

VI. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE the Regular Meeting Minutes from November 25, 2025.

RESULT: APPROVED AND SO DECLARED
MOVER: Edmond Lynch

SECONDER: Stanley Juber

AYE 6 Jones Juber Tewfik Lynch Capon Ball

EXCUSED 2 Norris Wadecki

2. Motion to APPROVE the Regular Meeting Minutes from October 28, 2025, as written.

From the November 25, 2025, meeting:

The Authority was questioning whether a vote or discussion took place under Old Business agenda item "Hydraulic Model Purchase Order Approval". It was decided to wait until December to vote on the minutes after this question could be answered.

Chairman Lynch said he received some clarification on agenda item # 7 - Hydraulic Model Purchase Order Approval, this was voted on in June and not discussed in the October meeting.

Approved Regular Meeting Minutes from October 28, 2025, as amended to note that "the agenda item on the hydraulic model was not discussed because to was voted on in June".

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Stanley Juber

AYE 6 Jones Juber Tewfik Lynch Capon Ball

EXCUSED 2 Norris Wadecki

VII. COMMUNICATIONS AND CORRESPONDENCE

1. Operations Report.

Chairman Lynch reported that the leak repair on 8 Smith Pond Road has been competed, he added that it was quite a challenge.

Mr. Jones asked what was required for each of the service transfers for Thompson Road repair. Joe Pratt from Groton Utilities answered that all the service transfers are now complete, and the last one was just finished on the day of the meeting. The only item that is still outstanding is cutting and capping the old 2-inch line. The new line is operating currently. Chairman Lynch asked if the new line was flushed, and the water was ready to drink, Mr. Pratt replied yes.

Chairman Lynch said he wasn't aware that a sanitary service inspection needed to be completed on the storage tanks and asked how that went. Mr. Pratt replies that the inspection went well, he added that the State will send back a report if any deficiencies are found.

RESULT: DISCUSSED

2. Service Correspondence.

None.

3. Aged Reports/Finance.

Chairman Lynch reported that there are very few accounts that over 120 days late, in fact there are few overdue accounts in general.

RESULT: DISCUSSED

4. Year to Date Water/Sewer Report.

No comments.

5. PSR - Steve Banks.

Chairman Lynch said there were issues with the variable speed drives on the blowers. There was not enough coolant to cool the seals and bearings causing the alarms to go off. The code will need to be adjusted to prevent blower speed falling below bearing oil rates.

RESULT: DISCUSSED

6. Ian Stammel, Assistant Finance Director email regarding Groton Utilities invoices.

Chairman Lynch reviewed an email he sent to Maurice Duarte, stating that several invoices from GU needed to be consolidated. Chairman Lynch said he would forward the email to Mr. Pratt and Ms. Blacker. The email on the agenda from Ian Stammel, Assistant Finance Director is regarding the same issue.

RESULT: DISCUSSED

VIII. OLD BUSINESS

1. 8 Smith Pond Way update.

This was discussed earlier under Operations Report.

RESULT: DISCUSSED

2. Draft policy addressing un-metered service leaks.

The Commissioners discussed the issue of how to deal with un-metered service leaks. The 8 Smith Pond Way leak is an example of a broader issue. Policy allows meters to be installed in the basement of the residence and there are approximately 90% of all connections installed in Ledyard. A leak that occurs in the water line between the curb stop and the meter is not metered and the property owner is not billed for the lost water. The property owner has little incentive to fix the leak since they are not paying for that water in the first place. The WPCA through its agent GU has no authority to go onto private property to repair the leak either.

A policy was suggested to address the issue. The property owner would be notified of the leak and be given a specific period of time in which to repair the water line. The repair would be inspected before the line is back-filled. If the property owner did not repair the leak, a meter would be installed in a meter pit at the curb stop, resulting in the owner being billed for all the water.

A related issue is that the 8 Smith Pond Way leak is unlikely to be the only one at a residence where the meter is in the basement. Other leaks, if there are any, would not be significant enough to be readily apparent but would still be resulting in un-metered water loss. Replacing all

existing basement meters with curb stop meters would not be cost effective. But there are a couple of things that could be done. The first is that when there is a leak detected that has to be repaired, a new meter would be installed at the curb stop. The second is that the WPCA could change the policy and not allow any new installations of meters in the basement. All new installations would have to be metered at the curb stop.

The members also discussed billing. Currently, all customers receive a paper bill. This costs money. Online billing and payment is an alternative. An issue is whether to make that the only way to bill or to make it an option for the customer. While there are some businesses that only do online billing, some customers are resistant to the idea. Some, particularly older customers, may not be tech savvy. One way to provide the option to WPCA customers might be to provide an incentive to go online, such as a small discount.

This agenda item will be revisited during the January meeting.

RESULT: DISCUSSED

3. Invoices to Groton Utility for CUSI and Hydro Study resolved - although some contractual discussions were made on software support.
4. Status of Lead Survey - Finance and Town Council meeting vote results.

Chairman Lynch said that both Finance Committee and the Town Council approved the WPCA's recommendation to have Arcadis provide engineering services for the Lead and Copper Rule (LCR) Revisions (LCRR) compliance, as specified in their application dated October 2, 2025.

Chairman Lynch reported that 40 of the 539 unknowns were randomly researched and were found to have signed and dated documentation by plumbers outlining the material(s) of construction. The material of these 40 were found to be split between copper and plastic. One challenge encountered was that the connections to the meter were found to contain lead seals or grommets. These connections will need to be researched but no digging of the service line will be required.

RESULT: DISCUSSED

5. Status of Finance Request - request made for budget sheets.
6. Request made to Steve Banks, WPCA Supervisor, to update documentation on lead survey.
7. Tina Daniels, Groton Utilities Customer Service General Manager's response on Groton Utilities contract (not until June 2027).
8. Any Other Old Business to Come Before the Authority.

Mr. Ball asked about the cost of sending out paper bills vs. electronic, stating that \$2,000 a month could be saved by eliminating paper bills. Mr. Capon expressed concern for elderly homeowners who are not computer savvy.

RESULT: DISCUSSED

IX. NEW BUSINESS

1. Any Other New Business to Come Before the Authority.

FY 27 Sewer/Water Budget Work Sheets.

Chairman Lynch commented that when the rates were raised in July the Authority anticipated an increase from Groton Utilities in October and again in January. Chairman Lynch said there is problem because a 4% increase was anticipated in October and a 6% increase in January, but the increase in January will actually be 11%. Some money was accrued because there was not an increase between July 1 and October 1 and the increase between October to January was handled but now the increase between January to July will be short by 5%. Chairman Lynch suggested having a one-time expense in the budget, he said he will work on some figures.

Mr. Juber asked if the Authority could get an updated rate structure from Groton Utilities.

ACTION ITEM:

Ask Groton Utilities for an updated rate structure.

RESULT: DISCUSSED

X. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 7:19 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Stanley Juber

AYE 6 Jones Juber Tewfik Lynch Capon Ball

EXCUSED 2 Norris Wadecki

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.