



Chairman
Ed Lynch

TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Water Pollution Control Authority

~ AGENDA ~

Regular Meeting

Tuesday, December 16, 2025

6:30 PM

Council Chambers - Hybrid

REMOTE MEETING INFORMATION

Zoom Meeting Link:

<https://ledyardct.zoom.us/j/83515511632?pwd=REVImpMZQzIAOPTbMVUidxiR87WLwu.1>

Meeting ID: 835 1551 1632

Passcode: 461636

One tap mobile

+13092053325,,83515511632#,,,,*461636# US

I. CALL TO ORDER

II. ROLL CALL

III. APPOINTMENT OF ALTERNATES

IV. PLEDGE OF ALLEGIANCE

V. RESIDENTS & PROPERTY OWNERS COMMENTS

VI. REVIEW AND APPROVAL OF MINUTES

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

Attachments: [WPCA minutes 11-25-25](#)

VII. COMMUNICATIONS AND CORRESPONDENCE

1. Operations Report.

Attachments: [Ledyard water systems report 20251208](#)

2. Service Correspondence.

3. Aged Reports/Finance.

Attachments: [WPCA AGED A-R SUMMARY TREND JUNE 2025- NOVEMBER 2025](#)

4. Year to Date Water/Sewer Report.

Attachments: [Water YTD](#)
[Sewer YTD](#)

5. PSR - Steve Banks.

Attachments: [December 2025 PSR](#)

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

Attachments: [GU invoice email communication Ian Stammel 12-11-25](#)

VIII. OLD BUSINESS

1. 8 Smith Pond Way update.

Attachments: [8 Smith Pond Way Update 12 2025](#)

2. Draft policy addressing un-metered service leaks.

Attachments: [CurbStop Leaks before meter draft](#)

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.

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).

Attachments: [Section B - Attachment 1 - Contract Pricing Year 4 and 5 -updated 02 13 2025](#)

8. Any Other Old Business to Come Before the Authority.

IX. NEW BUSINESS

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

X. ADJOURNMENT

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



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2967

Agenda Date: 12/16/2025

Agenda #: 1.

MINUTES

Minutes:

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



Chairman
Ed Lynch

TOWN OF LEDYARD

Water Pollution Control Authority

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Tuesday, November 25, 2025

6:30 PM

Council Chambers - Hybrid

I. CALL TO ORDER

The Regular meeting was called to order by Chairman Lynch at 6:35 p.m.

II. ROLL CALL

Present Board Member Terry Jones
Alternate Member Jeremy Norris
Board Member Monir Tewfik
Board Member Sharon Wadecki
Board Member Edmond Lynch
Alternate Member Tony Capon
Alternate Member James A. Ball

Excused Board Member Stanley Juber

Mr. Ball was present via Zoom.

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 October 28, 2025.

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.

RESULT: NO ACTION

VII. COMMUNICATIONS AND CORRESPONDENCE

1. Operations Report.

Chairman Lynch said that the DPH is requiring the WPCA to send out notices regarding the deviation of the MCL, Groton Utilities will send the notices. Chairman Lynch said the hydraulic model may help avoid situations like this in the future.

Chairman Lynch shared some correspondence from Groton Utilities stating that Mauricio Duarte, Groton Utilities General Foreman Water Operations has resigned. Moving forward Kate Blacker and Joe Pratt will represent GU at the upcoming WPCA meetings.

RESULT: DISCUSSED

2. Service Correspondence.

None.

3. Aged Reports/Finance.

No comments.

4. Year to Date Water/Sewer Report.

Ms. Wadecki said the Authority needs the year end Excel spreadsheet from last year. The spreadsheet is necessary to complete the budget discussion. Chairman Lynch said he will ask Finance for the report.

ACTION ITEM:

Ask the Finance Department for the year-end Excel spreadsheet from last year.

Ms. Wadecki also said the Authority needs to find out if next year the WPCA needs to go out to bid for the GU contract. Chairman Lynch said he will ask Tina Daniels, Groton Utilities Customer Service General Manager.

ACTION ITEM:

Ask Ms. Daniel which year the GU contract bid must take place.

RESULT: DISCUSSED

5. PSR - Steve Banks.

The report states "Letter received from G.U. regarding possible lead water service at 82 Town Farm Road? There are no lead service lines here as the system was installed using copper and plastic pipe and fittings", Chairman Lynch said that it must be documented or it will be considered unknown. He will ask Steve Banks, WPCA Supervisor, if he has documentation.

ACTION ITEM: Ask Mr. Banks if there are As Built Drawings of the service lines at 82 Town Farm Road.

RESULT: DISCUSSED

6. 109 Christy Hill Road Correspondence.

The WPCA was told by Mike Cherry, Town Representative for SCWA that the WPCA will be serving more residents on the 109 Christy Hill Road Development. Mr. Cherry said this area is considered the WPCA's service area. More information is needed by the developer as to what water service is needed such as hydrants, sprinklers etc.

RESULT: DISCUSSED

7. Invitation by the Gales Ferry District Association to meet to discuss sewer in Gales Ferry.

Chairman Lynch received a text from CALU (Citizens Alliance for Land Use) inviting him to a meeting on December 8, 2025, at 6:30 p.m. at the Senior Center to speak of potential sewer. Chairman Lynch responded that he wasn't familiar with the CALU group and their response was the group of Citizens that was organized when Cashman bought Dow Chemical and they also have been staying on top of the Route 12 corridor study and have been more active with Town Commissions in terms of potential development in the Gales Ferry Districts. They are also involved with Erik Treaster and the zoning rights changes being made, a group of Citizens that want to stay involved with the Town and to be part of development. The CALU group wants to know how they can get sewer in Gales Ferry. Chairman Lynch said he will attend their meeting.

RESULT: DISCUSSED

8. Lead and Copper Monitoring Communication from Steve Dietrich, Water Quality Manager, Groton Utilities.

Chairman Lynch said this agenda item is informational only.

RESULT: DISCUSSED

VIII. OLD BUSINESS

1. 8 Smith Pond Way, Gales Ferry

Ms. Wadecki questioned whether the WPCA agreed to pay for the leak repair. The minutes do not reflect agreeing to pay for the leak repair. Since the last meeting Chairman Lynch said he found out the homeowner's refused to repair the leak, the WPCA is over a barrel because 7,000 gallons of water a day is being lost. He added that he didn't think shutting off the homeowner's water because they refuse to fix the leak is a good neighborly solution. Ms. Wadecki said the meter pit should be moved and Chairman Lynch agreed but added that it needs to be moved after the leak is fixed. Mr. Jones reiterated that the movement of the meter pit needs to be coordinated with the owner. Ms. Blacker is working with the homeowner to coordinate moving the meter pit. Mr. Jones asked if a dollar value could be on the 7,000 gallon a day leak. Mr. Ball came up with a calculation of \$40 per day, \$1,200 a month, using input of 7,500 gallons and a third of commercial rates. Chairman Lynch spoke with the homeowner's daughter for over an hour in which she insisted that the leak is due to a repair the Town did to the drain line, twice. The leak has been fixed but the meter pit movement has been delayed. A representative from GU was present at the meeting and said a similar situation occurred in Groton, where GU moved the meter pit but did not repair the leak. After the meter pit move the homeowner started receiving larger water bills which reflected the water loss. It was asked who did the repair since it is GU's policy not to perform repairs on private property, the GU representative said although that is the

policy if they are asked to fix it they will. Mr. Tewfik said that in the State of Connecticut there is a law stating that no more than 15% of production can be lost through leaks or flushing. Mr. Jones read a portion of the current policy (section 8.5 / water services installation and water maintenance responsibilities under responsibility for installation work and cost) "installation of meter pits may be done by the property owner or the WPCA at the property owner's expense". There are no rules on where the meter pit can be installed. Ms. Wadecki asked the Authority if they wanted to undertake the task of changing the policy. It was agreed that a policy should be written to address un-metered service leaks. Chairman Lynch and Mr. Jones volunteered to write the draft policy for the next meeting. Mr. Jones said the policy will address existing houses as well as new construction.

ACTION ITEM: Write a draft policy to address un-metered service leaks in both existing houses and new construction.

2. Inchcliffe Drive request for Basement Meter Installation.

The customer did not attend the meeting.

3. 15 Stoddards Wharf Road Sewer Request continued.

Chairman Lynch said the rewritten water main extension agreement including all of the requested changes was sent to the developer and no response has been received yet. Once the agreement is completed by the Town Planner the Authority will vote on it.

4. Lead Survey Correspondence.

Chairman Lynch said that Matt Bonin, Finance Director rejected the WPCA's vote stating the WPCA did not complete requirements the of the DPH. Chairman Lynch said what Mr. Bonin was referring to were suggestions not requirements of the DPH. For example, there is not requirements to hold a physical meeting and the spread sheet the WPCA completed on weighting of engineering firms is acceptable. Chairman Lynch said the next step is to schedule a meeting with the Finance Department to write a contract with Arcadis for Mayor Fred Allyn III to sign.

5. Any Other Old Business to Come Before the Authority.

None.

IX. NEW BUSINESS

1. Motion to APPROVE payment of Groton Utilities invoice #0028656, dated November 5, 2025, in the amount of \$15,000.00, for CUSI software upgrade.

Chairman Lynch said the purchase order on the invoice appears to be using miscellaneous not capital funds. The Authority amended the motion to add "to be taken from Capital account". Chairman Lynch said he won't sign the invoice tonight.

Motion to APPROVE payment of Groton Utilities invoice #0028656, dated November 5, 2025, in the amount of \$15,000.00, for CUSI software upgrade, to be taken out of Capital budget.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 7 Jones Norris Tewfik Wadecki Lynch Capon Ball

EXCUSED 1 Juber

2. Discuss Policy Proposal for Meter Pit Installations.

Discussed under Old Business #1 (8 Smith Pond Way, Gales Ferry).

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

Chairman Lynch said a potential new business item is a rate increase which will be discussed at another meeting. Ms. Wadecki reiterated the importance of getting the end of year Excel spreadsheet to assist with the budget process and possibly rate increase.

X. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 7:53 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Sharon Wadecki

SECONDER: Edmond Lynch

AYE 7 Jones Norris Tewfik Wadecki Lynch Capon Ball

EXCUSED 1 Juber

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TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2957

Agenda Date: 12/16/2025

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

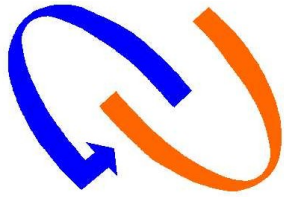
Operations Report.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



GROTON UTILITIES

Subject: Ledyard Water Systems
Monthly Report: November/December 2025

To: Ed Lynch, WPCA Chairman

From: Joseph Pratt, Manager Water & Wastewater

Date: December 8, 2025

Water Operations and Maintenance Monthly Report and Updates 11/15 to 12/15/2025.

Operations:

- Daily rounds of all systems
- Operation and maintenance
- Manage water storage tanks.

Laboratory:

- Distribution system sample testing per CTDPH schedule (microbiological & physical analyses). All results met CTDPH standards.
- Submitted results of monthly microbiological & physical analyses to CTDPH via CMDP (Compliance Monitoring Data Portal) as required; also e-mailed all required monthly forms to CTDPH.
- Blending of raw water sources at the Groton WTP was concluded for a time to allow water sources to recover. Once water levels come back up, we will consider resuming blending to reduce total organic carbon in order to reduce THMs leaving the WTP and helping to reduce THMs in the Ledyard Center and Gales Ferry systems.
- Routine flushing of specific hydrants and blow-offs in Ledyard Center and Gales Ferry systems was concluded in early November, due to decreasing temperatures.
- Fourth quarter THM/HAA5 sampling is completed, and all results have been received; there are no OEL reports required and there are no NOV's for either Gales Ferry or Ledyard Center.

- Although we were in touch with DPH earlier in the fall about the Q2 NOV at Village Drive for THMs, and they were going to get in touch with us about next steps to report the NOV, to date we have not heard back from them. We will get in touch with DPH once again so that all necessary reporting can be completed, as required.

Distribution:

- **Meter and ERT Box Repair:**
Routine monthly repairs were completed for various meters and ERT boxes. Trouble sheets were addressed for both the Ledyard and Gales Ferry service areas.
- **Leak Detection and Repairs:**
8 Smith Pond Road – The repair to the service has been completed, a new meter pit is installed, and all paving work is finished. The job is now complete.
Thompson Street – The full installation of the new 4" pipe is complete. The pressure testing and sanitizing of the new main have been completed, all results are satisfactory. Service transfers from the existing mains to the new main are expected to begin on December 11 and will likely be completed the following week.
- A sanitary Survey inspection will take place on December 9. The inspection will be conducted by DPH and include the Holmberg water tank, the Ledyard Center water tank, and the distribution system for both water systems. The results will be completed and included in next month's report.
- Winterizing of fire hydrants is currently underway in the Gales Ferry and Ledyard Center areas.
- **Daily Operations:**
Routine responsibilities continue, including "Call Before You Dig" mark-outs and scheduled inspections of tanks and pump stations.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2962

Agenda Date: 12/16/2025

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Service Correspondence.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2956

Agenda Date: 12/16/2025

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

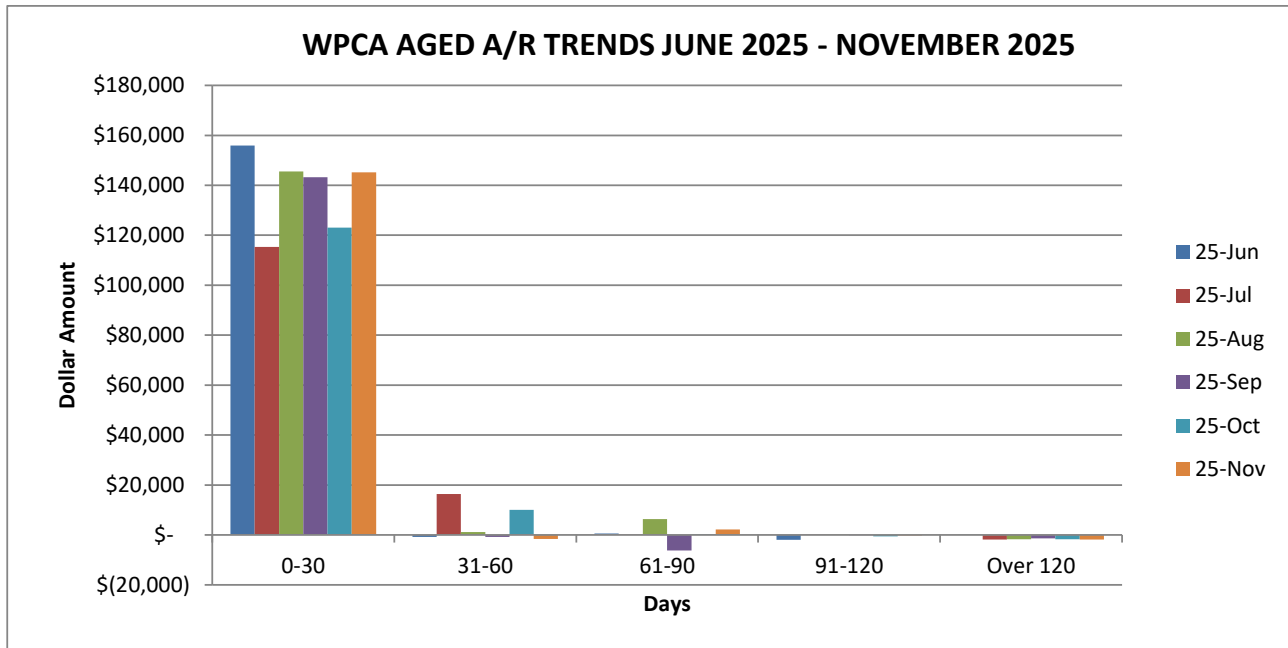
Aged Reports/Finance.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



JUNE	JUNE	JUNE	JUNE	JUNE	
0-30	31-60	61-90	91-120	OVER 120	
\$ 155,936	\$ (753)	\$ 590	\$ (1,907)	\$ 103	\$ 153,969

JULY	JULY	JULY	JULY	JULY	
0-30	31-60	61-90	91-120	OVER 120	
\$ 115,318	\$ 16,359	\$ 101	\$ 83	\$ (1,854)	\$ 130,006

AUG	AUG	AUG	AUG	AUG	
0-30	31-60	61-90	91-120	OVER 120	
\$ 145,493	\$ 1,207	\$ 6,296	\$ 114	\$ (1,764)	\$ 151,346

SEPT	SEPT	SEPT	SEPT	SEPT	
0-30	31-60	61-90	91-120	OVER 120	
\$ 143,191	\$ (793)	\$ (6,205)	\$ (8)	\$ (1,380)	\$ 134,805

OCT	OCT	OCT	OCT	OCT	
0-30	31-60	61-90	91-120	OVER 120	
\$ 123,030	\$ 10,026	\$ 306	\$ (522)	\$ (1,725)	\$ 131,115

NOV	NOV	NOV	NOV	NOV	
0-30	31-60	61-90	91-120	OVER 120	
\$ 145,240	\$ (1,628)	\$ 2,222	\$ (212)	\$ (1,786)	\$ 143,836

Foot Notes:

Cash Collected in the month of November 2025: \$138,464.63



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2958

Agenda Date: 12/16/2025

Agenda #: 4.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Year to Date Water/Sewer Report.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5059001 OTHER-GEN - GRANTS/CONTR						
5059001 49002	TRANSERS IN:					
-321,250.00	0.00	-321,250.00	-121,628.21	0.00	-199,621.79	37.9%
TOTAL OTHER-GEN - GRANTS/CONTR						
-321,250.00	0.00	-321,250.00	-121,628.21	0.00	-199,621.79	37.9%
TOTAL REVENUES						
-321,250.00	0.00	-321,250.00	-121,628.21	0.00	-199,621.79	
50590991 CONTRIBUTION TO CNR						
50590991 59305	CONTRIBUTION TO CNR					
130,000.00	0.00	130,000.00	0.00	0.00	130,000.00	.0%
TOTAL CONTRIBUTION TO CNR						
130,000.00	0.00	130,000.00	0.00	0.00	130,000.00	.0%
TOTAL EXPENSES						
130,000.00	0.00	130,000.00	0.00	0.00	130,000.00	
50591603 SOURCE OF SUPPLY						
50591603 58100	DUES & FEES					
3,100.00	0.00	3,100.00	567.64	135.00	2,397.36	22.7%
TOTAL SOURCE OF SUPPLY						
3,100.00	0.00	3,100.00	567.64	135.00	2,397.36	22.7%
TOTAL EXPENSES						
3,100.00	0.00	3,100.00	567.64	135.00	2,397.36	
50591623 POWER PURCHASED						
50591623 56225	POWER PURCHASED					
10,000.00	0.00	10,000.00	3,061.25	6,938.75	0.00	100.0%
TOTAL POWER PURCHASED						
10,000.00	0.00	10,000.00	3,061.25	6,938.75	0.00	100.0%
TOTAL EXPENSES						
10,000.00	0.00	10,000.00	3,061.25	6,938.75	0.00	

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05							
50591626 GU OPERATION-EMERGENCY	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
50591626 GU OPERATION-EMERGENCY							
50591626 53720	9,000.00	GU OPERATING--EMERGENCY 0.00	9,000.00	866.55	3,593.77	4,539.68	49.6%
TOTAL GU OPERATION-EMERGENCY	9,000.00	0.00	9,000.00	866.55	3,593.77	4,539.68	49.6%
TOTAL EXPENSES	9,000.00	0.00	9,000.00	866.55	3,593.77	4,539.68	
50591627 GU OPERATING AGREEMENT ANNUAL							
50591627 53725	330,986.00	GU OPERATING AGREEMENT ANNUAL 0.00	330,986.00	137,910.85	162,089.15	30,986.00	90.6%
50591627 53726	105,319.85	GU CUSTOMER SERVICE 0.00	105,319.85	43,883.38	41,116.62	20,319.85	80.7%
TOTAL GU OPERATING AGREEMENT ANNUAL	436,305.85	0.00	436,305.85	181,794.23	203,205.77	51,305.85	88.2%
TOTAL EXPENSES	436,305.85	0.00	436,305.85	181,794.23	203,205.77	51,305.85	
50591663 METER/SYSTEMS EXPENSE							
50591663 54110	350,000.00	RTE 12 WATER PURCHASED USED 0.00	350,000.00	105,263.37	244,736.63	0.00	100.0%
50591663 54115	400,000.00	ROUTE 117 WATER PURCHASED USED 0.00	400,000.00	97,292.66	252,707.34	50,000.00	87.5%
50591663 54120	16,000.00	METER EQUIPMENT 0.00	16,000.00	1,016.96	3,983.04	11,000.00	31.3%
TOTAL METER/SYSTEMS EXPENSE	766,000.00	0.00	766,000.00	203,572.99	501,427.01	61,000.00	92.0%
TOTAL EXPENSES	766,000.00	0.00	766,000.00	203,572.99	501,427.01	61,000.00	
50591921 MISC							
50591921 54420	26,000.00	FINANCE DEPT SERVICES 0.00	26,000.00	0.00	0.00	26,000.00	.0%

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05								
50591921 MISC								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
50591921 54506		FIRE HYDRANT MAINTENANCE						
	14,400.00	0.00	14,400.00	0.00	0.00	14,400.00	.0%	
50591921 58810		GEN OBLIGATION BOND PRINCIPAL						
	20,799.00	0.00	20,799.00	0.00	0.00	20,799.00	.0%	
50591921 58811		GEN OBLIGATION BOND INTEREST						
	2,829.00	0.00	2,829.00	0.00	0.00	2,829.00	.0%	
50591921 58820		CWF/DWSRF LOAN PRINCIPAL						
	260,920.00	0.00	260,920.00	0.00	0.00	260,920.00	.0%	
50591921 58821		CWF/DWSRF LOAN INTEREST						
	36,702.00	0.00	36,702.00	12,815.89	0.00	23,886.11	34.9%	
TOTAL MISC								
	361,650.00	0.00	361,650.00	12,815.89	0.00	348,834.11	3.5%	
TOTAL EXPENSES								
	361,650.00	0.00	361,650.00	12,815.89	0.00	348,834.11		
50591923 PROFESSIONAL FEES								
50591923 53600		ACCOUNTING SERVICES/AUDIT						
	9,738.00	0.00	9,738.00	1,275.00	7,225.00	1,238.00	87.3%	
TOTAL PROFESSIONAL FEES								
	9,738.00	0.00	9,738.00	1,275.00	7,225.00	1,238.00	87.3%	
TOTAL EXPENSES								
	9,738.00	0.00	9,738.00	1,275.00	7,225.00	1,238.00		
50591926 BENEFITS								
50591926 52300		RETIREMENT						
	4,261.50	0.00	4,261.50	0.00	0.00	4,261.50	.0%	
TOTAL BENEFITS								
	4,261.50	0.00	4,261.50	0.00	0.00	4,261.50	.0%	
TOTAL EXPENSES								
	4,261.50	0.00	4,261.50	0.00	0.00	4,261.50		
50591991 CONTINGENCY								
50591991 58910		CONTINGENCY						
	20,476.45	0.00	20,476.45	0.00	0.00	20,476.45	.0%	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05								
50591991	CONTINGENCY							
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
50591991 58911	15,000.00	0.00	15,000.00	0.00	0.00	15,000.00	.0%	LEAK TEST
	TOTAL CONTINGENCY	0.00	35,476.45	0.00	0.00	35,476.45	.0%	
	35,476.45							
	TOTAL EXPENSES	0.00	35,476.45	0.00	0.00	35,476.45		
	35,476.45							
5059801 WATER-CHARGE / SERVICE								
5059801 46045	-5,000.00	0.00	-5,000.00	0.00	0.00	-5,000.00	.0%	NEW METER CHARGE
5059801 46046	-3,000.00	0.00	-3,000.00	-3,786.45	0.00	786.45	126.2%	WATER MISC
5059801 46048	-5,000.00	0.00	-5,000.00	-2,435.00	0.00	-2,565.00	48.7%	NEW CONNECTION REVENUE
5059801 46049	-21,000.00	0.00	-21,000.00	-5,869.29	0.00	-15,130.71	27.9%	TRANSMISSION FEE MONTVILLE WAT
5059801 46050	-1,395,881.80	0.00	-1,395,881.80	-548,818.65	0.00	-847,063.15	39.3%	WATER USAGE CHARGE
5059801 46051	0.00	0.00	0.00	-437.56	0.00	437.56	100.0%	WATER LATE FEE
5059801 46053	0.00	0.00	0.00	-1,637.35	0.00	1,637.35	100.0%	WATER ASSESSMENT
5059801 46054	-14,400.00	0.00	-14,400.00	0.00	0.00	-14,400.00	.0%	HYDRANT MAINTENANCE
	TOTAL WATER-CHARGE / SERVICE	0.00	-1,444,281.80	-562,984.30	0.00	-881,297.50	39.0%	
	-1,444,281.80							
	TOTAL REVENUES	0.00	-1,444,281.80	-562,984.30	0.00	-881,297.50		
	-1,444,281.80							
	GRAND TOTAL	0.00	0.00	-280,658.96	722,525.30	-441,866.34	100.0%	
	0.00							

** END OF REPORT - Generated by Ian Stammel **

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	9	Y	N
Sequence 2	0	N	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: N

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2025/ 1

To Yr/Per: 2025/13

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2026/ 5

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Find Criteria
Field Name Field value

Fund 0505

TWN FUNCTION

DEPT / LOCAT

SDEP/BOEFUNC

Character Code

Org

Object

Project

Account type

Account status

Rollup code

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05							
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
5019001 OTHER-GEN - GRANTS/CONTR							
5019001 49002	TRANSERS IN:						
-100,670.00	0.00	-100,670.00	-87,578.19	0.00	-13,091.81	87.0%	
TOTAL OTHER-GEN - GRANTS/CONTR							
-100,670.00	0.00	-100,670.00	-87,578.19	0.00	-13,091.81	87.0%	
TOTAL REVENUES							
-100,670.00	0.00	-100,670.00	-87,578.19	0.00	-13,091.81		
50190603 SOURCE OF SUPPLY							
50190603 54225	SLUDGE HAULING						
17,300.00	-2,000.00	15,300.00	5,279.06	9,720.94	300.00	98.0%	
50190603 58100	DUES & FEES						
5,000.00	0.00	5,000.00	1,824.73	415.00	2,760.27	44.8%	
TOTAL SOURCE OF SUPPLY							
22,300.00	-2,000.00	20,300.00	7,103.79	10,135.94	3,060.27	84.9%	
TOTAL EXPENSES							
22,300.00	-2,000.00	20,300.00	7,103.79	10,135.94	3,060.27		
50190611 MAINTENANCE OF STRUCTURE							
50190611 54510	ELECTRICIAN						
3,000.00	0.00	3,000.00	1,005.00	1,995.00	0.00	100.0%	
TOTAL MAINTENANCE OF STRUCTURE							
3,000.00	0.00	3,000.00	1,005.00	1,995.00	0.00	100.0%	
TOTAL EXPENSES							
3,000.00	0.00	3,000.00	1,005.00	1,995.00	0.00		
50190620 WAGES (SEWER)							
50190620 51305	OVERTIME/SEASONAL HELP						
17,500.00	0.00	17,500.00	8,745.90	0.00	8,754.10	50.0%	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05								
50190620 WAGES (SEWER)								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
50190620 51705	500.00	LONGEVITY 0.00	500.00	0.00	0.00	500.00	.0%	
TOTAL WAGES (SEWER)	18,000.00	0.00	18,000.00	8,745.90	0.00	9,254.10	48.6%	
TOTAL EXPENSES	18,000.00	0.00	18,000.00	8,745.90	0.00	9,254.10		
50190621 EMPLOYEE UNIFORMS								
50190621 52160	1,000.00	EMPLOYEE UNIFORMS 0.00	1,000.00	202.04	483.96	314.00	68.6%	
TOTAL EMPLOYEE UNIFORMS	1,000.00	0.00	1,000.00	202.04	483.96	314.00	68.6%	
TOTAL EXPENSES	1,000.00	0.00	1,000.00	202.04	483.96	314.00		
50190623 POWER PURCHASED								
50190623 56200	3,000.00	HEATING OIL/PROPANE 0.00	3,000.00	345.00	2,157.92	497.08	83.4%	
50190623 56220	50,000.00	ELECTRICITY 0.00	50,000.00	15,469.50	27,205.50	7,325.00	85.4%	
50190623 56261	4,500.00	GASOLINE/DESEL 0.00	4,500.00	684.13	2,813.06	1,002.81	77.7%	
TOTAL POWER PURCHASED	57,500.00	0.00	57,500.00	16,498.63	32,176.48	8,824.89	84.7%	
TOTAL EXPENSES	57,500.00	0.00	57,500.00	16,498.63	32,176.48	8,824.89		
50190624 PUMPING SUPPLY & EXPENSE								
50190624 56914	3,300.00	PUMPING SUPPLY & EXPENSE 0.00	3,300.00	540.00	540.00	2,220.00	32.7%	
TOTAL PUMPING SUPPLY & EXPENSE	3,300.00	0.00	3,300.00	540.00	540.00	2,220.00	32.7%	
TOTAL EXPENSES	3,300.00	0.00	3,300.00	540.00	540.00	2,220.00		

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05								
50190641	CHEMICALS	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
50190641 CHEMICALS								
50190641	56912	CHEMICALS						
	23,000.00		0.00	23,000.00	10,284.92	11,615.08	1,100.00	95.2%
	TOTAL CHEMICALS							
	23,000.00		0.00	23,000.00	10,284.92	11,615.08	1,100.00	95.2%
	TOTAL EXPENSES							
	23,000.00		0.00	23,000.00	10,284.92	11,615.08	1,100.00	
50190643 TREATMENT EXPENSE								
50190643	56916	TREATMENT EXPENSE						
	5,000.00		0.00	5,000.00	979.00	0.00	4,021.00	19.6%
	TOTAL TREATMENT EXPENSE							
	5,000.00		0.00	5,000.00	979.00	0.00	4,021.00	19.6%
	TOTAL EXPENSES							
	5,000.00		0.00	5,000.00	979.00	0.00	4,021.00	
50190663 METER EXPENSE								
50190663	53710	METER CALIBRATION EXPENSE						
	950.00		0.00	950.00	0.00	0.00	950.00	.0%
	TOTAL METER EXPENSE							
	950.00		0.00	950.00	0.00	0.00	950.00	.0%
	TOTAL EXPENSES							
	950.00		0.00	950.00	0.00	0.00	950.00	
50190673 MAINTENANCE OF MAINS								
50190673	54515	MAINTENANCE OF MAINS						
	3,000.00		0.00	3,000.00	0.00	3,000.00	0.00	100.0%
	TOTAL MAINTENANCE OF MAINS							
	3,000.00		0.00	3,000.00	0.00	3,000.00	0.00	100.0%
	TOTAL EXPENSES							
	3,000.00		0.00	3,000.00	0.00	3,000.00	0.00	

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05							
50190678	MAINTENANCE OF MISC. PLANT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET % USED
50190678 MAINTENANCE OF MISC. PLANT							
50190678 54505	MAINTENANCE OF MISC. PLA	12,000.00	2,000.00	14,000.00	9,893.05	2,856.95	1,250.00 91.1%
50190678 56802	SAFETY EQUIPMENT	1,000.00	0.00	1,000.00	495.00	5.00	500.00 50.0%
50190678 56804	LAB EQUIPMENT	2,900.00	0.00	2,900.00	0.00	0.00	2,900.00 .0%
TOTAL MAINTENANCE OF MISC. PLANT							
		15,900.00	2,000.00	17,900.00	10,388.05	2,861.95	4,650.00 74.0%
TOTAL EXPENSES							
		15,900.00	2,000.00	17,900.00	10,388.05	2,861.95	4,650.00
50190920 PLANT OPERATIONS WAGES							
50190920 51610	SUPERVISORS	97,666.00	0.00	97,666.00	38,763.62	0.00	58,902.38 39.7%
50190920 51635	SHIFT OPERATOR	76,940.00	0.00	76,940.00	30,549.28	0.00	46,390.72 39.7%
50190920 51640	LAB TECHNICIAN	57,408.00	0.00	57,408.00	22,004.48	0.00	35,403.52 38.3%
TOTAL PLANT OPERATIONS WAGES							
		232,014.00	0.00	232,014.00	91,317.38	0.00	140,696.62 39.4%
TOTAL EXPENSES							
		232,014.00	0.00	232,014.00	91,317.38	0.00	140,696.62
50190921 MISC							
50190921 54150	LAKESIDE MAINTENANCE	3,000.00	0.00	3,000.00	500.00	0.00	2,500.00 16.7%
50190921 54420	FINANCE DEPT SERVICES	7,000.00	0.00	7,000.00	0.00	0.00	7,000.00 .0%
50190921 56100	OPERATING EXPENSES	11,000.00	0.00	11,000.00	1,053.02	2,660.38	7,286.60 33.8%
50190921 58810	GEN OBLIGATION BOND PRINCIPAL	72,682.00	0.00	72,682.00	0.00	0.00	72,682.00 .0%

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05								
50190921 MISC								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
50190921 58811	27,988.00	GEN OBLIGATION BOND INTEREST	27,988.00	0.00	0.00	27,988.00	.0%	
50190921 58821	0.00	CWF/DWSRF LOAN INTEREST	0.00	1,216.68	0.00	-1,216.68	100.0%	
TOTAL MISC	121,670.00	0.00	121,670.00	2,769.70	2,660.38	116,239.92	4.5%	
	121,670.00	TOTAL EXPENSES	121,670.00	2,769.70	2,660.38	116,239.92		
50190923 PROFESSIONAL FEES								
50190923 53600	3,000.00	ACCOUNTING SERVICES/AUDIT	3,000.00	225.00	1,275.00	1,500.00	50.0%	
50190923 53705	8,200.00	LABORATORY TESTS	8,200.00	3,196.00	4,804.00	200.00	97.6%	
50190923 58110	1,500.00	TRAINING/MTGS/DUES/SUBSCRIP	1,500.00	0.00	890.00	610.00	59.3%	
TOTAL PROFESSIONAL FEES	12,700.00	0.00	12,700.00	3,421.00	6,969.00	2,310.00	81.8%	
	12,700.00	TOTAL EXPENSES	12,700.00	3,421.00	6,969.00	2,310.00		
50190926 BENEFITS								
50190926 52000	75,106.00	HEALTH CARE	75,106.00	0.00	0.00	75,106.00	.0%	
50190926 52300	21,243.00	RETIREMENT	21,243.00	0.00	0.00	21,243.00	.0%	
50190926 52500	17,768.00	SOCIAL SECURITY	17,768.00	0.00	0.00	17,768.00	.0%	
50190926 52900	8,979.00	WORKER'S COMP GEN GOV	8,979.00	0.00	0.00	8,979.00	.0%	
TOTAL BENEFITS	123,096.00	0.00	123,096.00	0.00	0.00	123,096.00	.0%	
	123,096.00	TOTAL EXPENSES	123,096.00	0.00	0.00	123,096.00		
50190933 TRANSPORTATION EXPENSE								
50190933 54305		VEHICLE MAINTENANCE						

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05								
50190933	TRANSPORTATION EXPENSE							
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
	2,000.00	0.00	2,000.00	375.70	824.30	800.00	60.0%	
TOTAL TRANSPORTATION EXPENSE	2,000.00	0.00	2,000.00	375.70	824.30	800.00	60.0%	
TOTAL EXPENSES	2,000.00	0.00	2,000.00	375.70	824.30	800.00		
50190990 CAPITAL								
50190990 57505	SEWER TIE IN							
	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%	
TOTAL CAPITAL	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%	
TOTAL EXPENSES	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00		
50190991 CONTINGENCY								
50190991 58910	CONTINGENCY							
	10,000.00	0.00	10,000.00	0.00	1,000.00	9,000.00	10.0%	
50190991 59305	CONTRIBUTION TO CNR							
	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00	.0%	
TOTAL CONTINGENCY	30,000.00	0.00	30,000.00	0.00	1,000.00	29,000.00	3.3%	
TOTAL EXPENSES	30,000.00	0.00	30,000.00	0.00	1,000.00	29,000.00		
50191627 GU OPERATING AGREEMENT								
50191627 53726	GU CUSTOMER SERVICE							
	18,585.86	0.00	18,585.86	7,744.12	7,255.88	3,585.86	80.7%	
TOTAL GU OPERATING AGREEMENT	18,585.86	0.00	18,585.86	7,744.12	7,255.88	3,585.86	80.7%	
TOTAL EXPENSES	18,585.86	0.00	18,585.86	7,744.12	7,255.88	3,585.86		
5019701 SEWER-CHARGE / SERVICE								

Town and Schools of Ledyard

YEAR-TO-DATE BUDGET REPORT

FOR 2026 05							
5019701 SEWER-CHARGE / SERVICE	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
5019701 46020	SEWER USAGE CHARGES						
	-592,845.86	0.00	-592,845.86	-219,405.68	0.00	-373,440.18	37.0%
5019701 46021	SEWER LATE FEE						
	-500.00	0.00	-500.00	164.46	0.00	-664.46	-32.9%
TOTAL SEWER-CHARGE / SERVICE							
	-593,345.86	0.00	-593,345.86	-219,241.22	0.00	-374,104.64	36.9%
TOTAL REVENUES							
	-593,345.86	0.00	-593,345.86	-219,241.22	0.00	-374,104.64	
5019702 SEWER-GRANTS/CONTR							
5019702 42029	STATE GRANTS - SEWER						
	0.00	0.00	0.00	-479.00	0.00	479.00	100.0%
TOTAL SEWER-GRANTS/CONTR							
	0.00	0.00	0.00	-479.00	0.00	479.00	100.0%
TOTAL REVENUES							
	0.00	0.00	0.00	-479.00	0.00	479.00	
GRAND TOTAL							
	0.00	0.00	0.00	-145,923.18	81,517.97	64,405.21	100.0%

** END OF REPORT - Generated by Ian Stammel **

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	9	Y	N
Sequence 2	0	N	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:
YEAR-TO-DATE BUDGET REPORT

Includes accounts exceeding 0% of budget.

Print totals only: N

Print Full or Short description: F

Print full GL account: N

Format type: 1

Double space: N

Suppress zero bal accts: Y

Include requisition amount: N

Print Revenues-Version headings: N

Print revenue as credit: Y

Print revenue budgets as zero: N

Include Fund Balance: N

Print journal detail: N

From Yr/Per: 2025/ 1

To Yr/Per: 2025/13

Include budget entries: Y

Incl encumb/liq entries: Y

Sort by JE # or PO #: J

Detail format option: 1

Include additional JE comments: N

Multiyear view: D

Amounts/totals exceed 999 million dollars: N

Year/Period: 2026/ 5

Print MTD Version: N

Roll projects to object: N

Carry forward code: 1

Find Criteria
Field Name Field value

Fund 0501

TWN FUNCTION

DEPT / LOCAT

SDEP/BOEFUNC

Character Code

Org

Object

Project

Account type

Account status

Rollup code



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2961

Agenda Date: 12/16/2025

Agenda #: 5.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

PSR - Steve Banks.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

**Town of Ledyard
Highlands W.W.T.F.
Plant Supervisor's Report
Meeting December 16, 2025**

The goal of the plant staff is to efficiently collect and treat the wastewater and to produce the best quality effluent possible while maintaining the equipment and protecting the Town's assets.

- **Waiting on G.U. to clean up material (asphalt) left at 82 Town Farm Road.**
- **Letter received from G.U. regarding possible lead water service at 82 Town Farm Road? There are no lead service lines here as the system was installed using copper and plastic pipe and fittings.**
- **Working on getting sand filters back in operation following maintenance requirements.**
- **Blowers have faulted on low oil pressure during colder temperatures. Working with Oak Hills on SCADA adjustments.**
- **Adding polymer to help the settling in Sequencing Batch Reactors.**
- **DB Electric repairing heaters in all buildings.**

**Respectfully
submitted,**

**Stephen W.
Banks**



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-3015

Agenda Date: 12/16/2025

Agenda #: 6.

AGENDA ITEM
CORRESPONDENCE

Subject:

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

Correspondence List:

(type text here)

Hello members of the WPCA,

Currently The Town is holding multiple invoices from Groton Utilities totaling almost \$32,000 because there are questions about the nature of some of the charges on the invoices. Questions were sent to Mauricio Duarte from GU, but it is my understanding that since the email with questions was sent, Mauricio has left his employment at GU. These inquiries started back in August and remain unanswered. We are in need of a contact point at GU that can address our questions accordingly in order to get these invoices processed.

Ian Stammel



Assistant Finance Director, Town of Ledyard
741 Colonel Ledyard Hwy.
Ledyard, CT 06339
(860) 464-3258
www.ledyardct.org



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2983

Agenda Date: 12/16/2025

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

8 Smith Pond Way update.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Following up with information on the Gales Ferry Leaks:
The meter pit was installed at 8 Smith Pond Way and the meter was moved from the basement to the new location.
Distribution crew paved the driveway at 8 Smith Pond Way and
The roadway at 10 Mill Cove Rd -- from the repair of 1" service leak near the water main

In terms of meter pits -

GU Manager Joe Pratt - who attended the November WPCA meeting- mentioned the meter pit discussion came up at the meeting.

Where GU Project Managers provide Ledyard customers and contractors Spec requirements and guidance on what's require for new services and repairs in the Ledyard system - and we would like to ensure we are consistent with the WPCA policies, etc.. We do have a couple of new service installations in-progress.

i.

For additional context, GU is reviewing and updating our Specs, Rules & Regulations & fees for changes to take place July 2026. In between now and July we will update the our policies and fees so that everything is place for July and we will have consistency between the policies and the documentation for communication to customers/contractors.

ii.

From what Joe mentioned of the November meeting, it sounds like, the WPCA may also be looking to update documentation/policies and pricing before proceeding with this change as well? When we last talked in November, there was guidance for GU to start requiring meter pits in the Ledyard systems.

Would you be willing to provide written guidance for our team on how the WPCA would prefer us to move forward with requiring/recommending meter pits for new installs?

We'd also like to set up the recurring monthly meeting between you and GU the week before the WPCA meeting to ensure two-way flow of information can continue smoothly. If it makes sense to begin this after the December holidays, please let me know and we can send calendar invite.

Thank you, Ed.

Kate

Kate - thanks for the update - hopefully the curb stop meter is NOT showing any more leaks! So yes - we are developing a policy that hopefully handles service leaks that occur in the service line that does not have a meter box at the curb stop. We are also developing meter installation requirements but this is a lower priority until we get the leak policy done. Obviously if the home owner does not fix a leak that they are responsibly for but is not being metered, we need to have a policy in place to handle that. The commissioners are more reluctant to demand meter curb stops rather than basement installations however we

will be deferring to your thoughts on that. So yes we would like to further discuss these options.

It does make sense to communicate before our monthly meeting as invoices to be made and upcoming projects, surveys, etc. should be discussed so our monthly meeting goes a bit more smoothly and after the holidays I fine too.

Happy holidays!

Ed Lynch, WPCA
Mobile 646-732-9224



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2965

Agenda Date: 12/16/2025

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Draft policy addressing un-metered service leaks.

Background:

During the November 25, 2025 meeting Ms. Wadecki asked the Authority if they wanted to undertake the task of changing the policy. It was agreed that a policy should be written to address un-metered service leaks. Chairman Lynch and Mr. Jones volunteered to write the draft policy for the next meeting. Mr. Jones said the policy will address existing houses as well as new construction.

Department Comment/Recommendation:

(type text here)

Terry - here are my thoughts on this:

Whether we mandate in-basement or meter box tie ins or leave it as an option, we need to inform the home owner that they are responsible for any service line leak from the curb stop shutoff valve to their home. We may want to consider a street to home distance (if >40 feet then meter pit is mandatory).

If the owner has an in basement meter, and the WPCA determines a leak, then the following is required:

The owner is officially informed in writing that a leak has been detected in their service line and that they have 60 days to repair their service line of the leak

The owner will communicate to the WPCA that the repair is scheduled and before any back fill is placed after the repair is made that the repair is inspected and approved by the WPCA contractor (GU in this case).

If 60 days have passed and no repair has been scheduled or performed, then the WPCA at the owners expense will install a meter pit at the curb stop and the owner will now be responsible for all meter water use - including the leak.

I guess this is as reasonable as we can make it!



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2984

Agenda Date: 12/16/2025

Agenda #: 3.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Invoices to Groton Utility for CUSI and Hydro Study resolved - although some contractual discussions were made on software support.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2985

Agenda Date: 12/16/2025

Agenda #: 4.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Status of Lead Survey - Finance and Town Council meeting vote results.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2986

Agenda Date: 12/16/2025

Agenda #: 5.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Status of Finance Request - request made for budget sheets.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2987

Agenda Date: 12/16/2025

Agenda #: 6.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Request made to Steve Banks, WPCA Supervisor, to update documentation on lead survey.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2988

Agenda Date: 12/16/2025

Agenda #: 7.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Tina Daniels, Groton Utilities Customer Service General Manager's response on Groton Utilities contract (not until June 2027).

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Combined - Town of Ledyard – Request for Proposal (Bid#2022-12) - updated 02/13/2025					Contract - Estimated		Proposed increase: 02/013/2025								
Section B - Attachment 1 - Pricing - Combined					July 1, 2025 - June 30, 2026	July 1, 2026 - June 30, 2027	July 1, 2025 - June 30, 2026	July 1, 2026 - June 30, 2027							
1. Annual Contract Rates	\$	398,090	\$	410,483	\$	421,197	\$	433,832.62	\$	446,847.60	\$	454,891.71	\$	468,063.49	
**Monthly Contract Rate	\$	33,174.13	\$	34,207	\$	35,100	\$	36,153	\$	37,237	\$	37,907.64	\$	39,005.29	
2. Billing and Operational Services					Contract pricing for the fourth (4) and fifth (5) year. Six months prior to the end of the three (3) year term Groton Utilities will submit contract pricing for mutual agreement on the fourth (4) and fifth (5) year options.										
Billing Services:	\$	65,489	\$	69,139						\$	70,868	\$	76,451.60	\$	78,745.14
Management Reoccurring	\$	27,965.00	\$	29,524.05						\$	30,262.15	\$	35,358.99	\$	36,419.76
Billing Support	\$	14,560.00	\$	15,371.72						\$	15,756.01	\$	14,816.84	\$	15,261.34
Meter Reading	\$	6,688.50	\$	7,061.38						\$	7,237.92	\$	7,295.44	\$	7,514.30
Customer Support	\$	16,275.00	\$	17,182.33	\$	17,611.89	\$	18,980.33	\$	19,549.73					
Operation Services:	\$	290,849	\$	298,120	\$	305,573						\$	330,986.00	\$	340,440.61
Management and Administration	\$	50,913.00	\$	52,185.83	\$	53,490.47						\$	55,630.00	\$	57,021.00
Water Treatment and Distribution	\$	113,855.00	\$	116,701.38	\$	119,618.91						\$	124,404.00	\$	127,514.00
Laboratory Services	\$	15,000.00	\$	15,375.00	\$	15,759.38						\$	27,022.00	\$	27,833.00
Metering Services	\$	74,465.75	\$	76,327.39	\$	78,235.58						\$	81,365.00	\$	83,806.00
Project Management	\$	36,615.00	\$	37,530.38	\$	38,468.63						\$	42,565.00	\$	44,267.00
3. Time and Materials Rates (Billing Services)	\$	41,752	\$	43,224	\$	44,756						\$	47,454.11	\$	48,877.73
Bill Printer / Copier (Lease)	\$	1,200.00	\$	1,200.00	\$	1,200.00						\$	1,200.00	\$	1,236.00
Billing Supplies	\$	3,806.44	\$	3,844.50	\$	3,882.95						\$	3,921.78	\$	4,039.43
Postage / Mailing of Invoices	\$	16,337.86	\$	16,828.00	\$	17,332.84						\$	18,500.00	\$	19,055.00
Domain registration and SSL certificate	\$	1,871.43	\$	1,927.57	\$	1,985.40						\$	2,500.00	\$	2,575.00
Yearly Maintenance - Neptune (Cost split with GU)	\$	800.00	\$	800.00	\$	800.00						\$	800.00	\$	824.00
Yearly Support Maintenance - CIS System / CUSI - Cloud Based Support	\$	17,736.60	\$	18,623.43	\$	19,554.60						\$	20,532.33	\$	21,148.30
4. Labor Categories (Fully Burdened Hourly Rate - Normal Working Hours)					Additional / Emergency Services:										
***Refer to Individual Services for breakdown					Work and/or fees not covered in this Contract that are considered Additional / Emergency Services could include but are not limited to:										
					Additional Customer Mailings										
10. Labor Categories (Fully Burdened Hourly Rate - After Normal Working Hours)					Labor: Fully Burdened Rates may vary by accrual wages										
***Refer to Individual Services for breakdown					All emergency after hours phone coverage										
					GU shall not be held liable for claims arising from Emergency										
16. Professional Consulting (Fully Burdened Hourly Rate - Normal Working Hours)					Costs for other equipment failure										
*** Rate will be provide at time Professional Consulting is required.					Financial / Accounting functions other than what was included in the Request for Proposal (RFP)										
					GU reserves the right to retain subcontractors as necessary to assist with additional / emergency services										



TOWN OF LEDYARD

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File #: 25-2959

Agenda Date: 12/16/2025

Agenda #: 8.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other Old Business to Come Before the Authority.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 25-2960

Agenda Date: 12/16/2025

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Any Other New Business to Come Before the Authority.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)