



Chairman  
Ed Lynch

# TOWN OF LEDYARD

## Water Pollution Control Authority

### Meeting Minutes

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

#### Regular Meeting

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Tuesday, July 22, 2025

6:30 PM

Council Chambers - Hybrid

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#### I. CALL TO ORDER

Chairman Lynch called the Regular Meeting to order at 6:30 p.m.

#### II. ROLL CALL

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

Also in attendance;  
Mauricio Duarte, Groton Utilities General Foreman Water Operations.

#### III. APPOINTMENT OF ALTERNATES

Not required.

#### IV. PLEDGE OF ALLEGIANCE

#### V. RESIDENTS AND PROPERTY OWNER COMMENTS

#### VI. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE the Regular Meeting Minutes from June 24, 2025.

Motion to APPROVE the Regular Meeting Minutes as amended:

Change mover to Chairman Lynch and seconder to Stan Juber.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch

**SECONDER:** Sharon Wadecki

**AYE**                4     Jones Juber Tewfik Lynch

**EXCUSED**        1     Capon

**ABSTAIN**        1     Wadecki

## **VII. COMMUNICATIONS AND CORRESPONDENCE**

1.     Operations Report. Discuss Hydraulic Modeling and Holmberg Fire Pump repair.

Chairman Lynch said it should be noted that the Holmberg Fire pump has failed and needs to be replaced which will cost approximately a cost of \$12,000. There is no effect on customers' water pressure. A reimbursement can be applied for.

Chairman Lynch told Mauricio Duarte, Groton Utilities General Foreman Water Operations that the WPCA needs to get a new contract with Groton Utilities. The WPCA is currently on a three-year extension.

**RESULT:**        DISCUSSED

2.     Service Correspondence.  
Town Council Approved Water/Sewer Rates Table.

None.

3.     Aged Reports/Finance.

No comments.

4.     Year to Date Water/Sewer Report.

Chairman Lynch said the report has some positives, such as more water being sold than what was budgeted for.

**RESULT:**        DISCUSSED

5.     PSR - Steve Banks.

The thickening sludge mixer will need repairing. Chairman Lynch said the issue was not due to the mixer's motor but rather due to operator error since it was left running overnight.

**RESULT:**        DISCUSSED

## **VIII. OLD BUSINESS**

1.     WPCA Handbook continued.

Mr. Jones said the handbook attachment on the agenda includes the changes discussed during the June meeting.

A few additional changes were discussed.

Mr. Jones referred to 3.3 DELINQUENT ACCOUNTS -

"(b) Ledyard WPCA brochure, "Notice of Customer Rights", a copy of which Ledyard WPCA

will provide in person or by certified mail to a residential Customer prior to any termination of service, "

Mr. Jones said Groton Utilities prints this information on the back of customer invoices/shut off notices and not on a separate brochure. Tina Daniels, Groton Utilities Customer Service General Manager suggested that the WPCA does the same to be consistent with GU.

### 3.6 DISPUTED BILLS -

"Any Customer who has a question or complaint or who disputes all or part of his/her bill after receiving a termination notice (Final Notice) may contact any Customer Service Representative handling credit matters who will answer the Customer's inquiry. If the Customer remains unsatisfied, they may have a Review Officer (General Manager - Customer Service) review the dispute. Any such request must be made within thirteen (13) days. If the dispute remains unresolved after the review by the Review Officer, the Customer may request in writing a further investigation and hearing by the Ledyard WPCA Utility Commission or as required by law"

Mr. Jones asked if the Authority should remain with the current Review Officer Concept or remove it and consider only the WPCA Chairman as the Review Officer. Ms. Daniels suggested that the Authority keeps the verbiage as is otherwise there will be many more reviews for the WPCA than the current one to three a year. Mr. Jones said he agrees that the Review Officer should remain as the GU General Manager of Customer Service and if the customer feels mistreated, they could contact the WPCA Chairman.

### CHARGE ADJUSTMENTS -

Applicability.

"f) High usage is due to pool fill, unless the Customer meters the water used. (See Section 8.12.)"

Mr. Jones recommended adding "(see Section 8.12)". He added that a distinction should be made between adding makeup water (topping off a pool) and filling a pool completely. For a complete pool filling, a meter can be obtained from GU.

During the August meeting the WPCA will discuss the Miscellaneous charge table sent by GU.

Motion to APPROVE the changes Mr. Jones recommended in version 3 of the Ledyard WPCA Rules and Regulations.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Terry Jones

**SECONDER:** Sharon Wadecki

**AYE** 5 Jones Juber Tewfik Wadecki Lynch

**EXCUSED** 1 Capon

## 2. Fox Run billing and leak discussion.

Chairman Lynch said that a letter and the dollar figures regarding water leak forgiveness was received from Fox Run's Attorney.

Tina Daniels, Groton Utilities Customer Service General Manager, provided normal sewer averages for Fox Run and suggested sewer service credit. Mr. Jones questioned the credit calculations. The communication stated the averages charges for Fox Run equate to \$7,687.21 and the suggested credit of \$38,475.65 would be around three months credit. Yet, three months credit ( $\$7,687.21 \times 3$ ) does not equal the suggested credit of \$38,475.65. Chairman Lynch said he would ask for clarification from Ms. Daniels.

**ACTION ITEM:**

Ask Tina Daniels, Groton Utilities Customer Service General Manager, for clarification on the credit calculations provided for the Fox Run water leak.

**RESULT:** DISCUSSED

3. SCWA/WPCA Exclusive Service Area Agreement Adjustments.  
Discussion and possible vote.

Chairman Lynch reported that SCWA complied to the WPCA-SCWA swap agreement that the WPCA suggested.

Now that the Fire Station will be the WPCA's service area Chairman Lynch suggested putting on an 8-inch meter. Mauricio Duarte, Groton Utilities General Foreman Water Operations, will investigate the cost.

**ACTION ITEM:**

Ask Mauricio Duarte, Groton Utilities General Foreman Water Operations, for an estimated cost for putting in an 8-inch meter at the Fire Station on 11 Fairway Drive.

**RESULT:** DISCUSSED

4. Lead Survey Status continued. Waiting for Finance Response.

Chairman Lynch reported that he spoke with Matt Bonin, Finance Director and was told that the Lead Survey Grant documents were given to Mayor Allyn III.

**RESULT:** DISCUSSED

5. Any Other Old Business to Come Before the Commission.  
None.

**IX. NEW BUSINESS**

1. Motion to APPROVE payment to Groton Utilities invoice #0028363, dated June 30, 2025, in the amount of \$470.00, for diversion permits.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch  
**SECONDER:** Sharon Wadecki

**AYE** 5 Jones Juber Tewfik Wadecki Lynch

**EXCUSED** 2 Norris Capon

2. Motion to APPROVE payment to Groton Utilities invoice #0028363, dated June 30, 2025, in the amount of \$235.00, for diversion permits.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch  
**SECONDER:** Sharon Wadecki

**AYE** 5 Jones Juber Tewfik Wadecki Lynch

**EXCUSED** 2 Norris Capon

3. Motion to APPROVE payment to Groton Utilities invoice #0028386, dated June 30, 2025, in the amount of \$1,276.14, for Ledyard Emergencies.

Chairman Lynch asked Mr. Duarte what specific emergencies this invoice was for. He answered that technically this invoice is covered under the maintenance contract and the WPCA should not have received the invoice.

**RESULT:** TABLED

**MOVER:** Edmond Lynch  
**SECONDER:** Sharon Wadecki

4. Motion to APPROVE payment to Groton Utilities invoice #0028388, dated June 30, 2025, in the amount of \$267.07, for lead inventory.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch  
**SECONDER:** Sharon Wadecki

**AYE** 5 Jones Juber Tewfik Wadecki Lynch

**EXCUSED** 2 Norris Capon

5. Sweet Meadow Sewer Development Request.

Chairman Lynch said the DEEP regulation requires the Town to sign the application. The Town would then be required to own and manage the proposed on-site wastewater renovation system.

Brian Smith, an Attorney for Robinson and Cole, was present representing Sweet Hill Farms. Richard Ross and Megan Thomas from Epiccleantec were present via Zoom to share their engineering report for the treatment and dispersal of wastewater for the Sweet Hill Acres application.

Mr. Smith said on average the system would process 22,000 gallons per day.

Chairman Lynch asked if the solids are sent to an incinerator. Mr. Smith answered that the

primary solids would go to a landfill.

Chairman Lynch asked how the system would be monitored. Mr. Smith answered that there are various instruments in line, and it runs semi-autonomously which means it has a PLC control system, a SCADA system, an alarm system, and an operator oversees the systems on a regular basis. The operators can log in remotely to operate the biological treatment system as if they were standing in front of the equipment. An operator is required to keep an eye on the system and to perform periodic testing.

Chairman Lynch asked if there is odor control Mr. Smith answered that there is foul air treatment within the building which is granulated activated carbon used in all areas with potential for odor.

Mr. Smith added that there is expansion space to add additional equipment or address any potential future expansion.

The system will use leaching field with drip tubing placed below the frost line for controlled leaching. A good portion of the leaching field is centered around paved areas relying on percolation and rainwater is less of a concern. Mr. Ball asked if the leaching field will be under a parking lot, it was answered that a portion of it will be. The site will have 100% reserve area, if the dispersal area fails there will be an area on site that is earmarked for a switchover.

Liability was discussed. Mr. Ball suggested regular reports even a yearly report would do. Mr. Smith said the WPCA could be involved as little or as much as wanted and the involvement details can be spelled out in the agreement.

Chairman Lynch read the intent letter-

"This letter will acknowledge that the town of Ledyard Water Pollution Control Authority is aware of the above referenced project and system. It is the intent of the town of Ledyard Water Pollution Control Authority to enter into an agreement with the developer requiring that the system be owned and managed as provided in section 7-246f of the Connecticut General Statutes"

The intent letter would be signed by Chairman Lynch not Steve Banks.

Motion to ENTER into an agreement with Sweet Meadows' Sewer Request.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch

**SECONDER:** Sharon Wadecki

**AYE** 5 Jones Juber Tewfik Wadecki Lynch

**EXCUSED** 2 Norris Capon

6. Any Other New Business to Come Before the Commission.

None.

**X. ADJOURNMENT**

Motion to ADJOURN the Regular Meeting at 7:25 p.m.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Sharon Wadecki

**SECONDER:** Edmond Lynch

**AYE** 5 Jones Juber Tewfik Wadecki Lynch

**EXCUSED** 2 Norris Capon

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