



# TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Water Pollution Control Authority

### ~ AGENDA ~

Chairman  
Ed Lynch

Regular Meeting

Tuesday, May 23, 2023

7:00 PM

Council Chambers - Hybrid

#### REMOTE MEETING INFORMATION

**Meeting ID: 896 5484 8636**

**Passcode: 080861**

**Zoom Meeting link:**

**[https://us06web.zoom.us/j/89654848636?](https://us06web.zoom.us/j/89654848636?pwd=cEFYNW1COW9WbmRuZGZ4SmxVUDJ0dz09)**

**[pwd=cEFYNW1COW9WbmRuZGZ4SmxVUDJ0dz09](https://us06web.zoom.us/j/89654848636?pwd=cEFYNW1COW9WbmRuZGZ4SmxVUDJ0dz09)**

**Dial by your location**

**+1 646 558 8656 US (New York)**

#### 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 Public Hearing Meeting Minutes from April 25, 2023 as written.

**Attachments:** [WPCA minutes 4-25-23 public hearing meeting](#)

2. Motion to APPROVE the Regular Meeting Minutes from April 25, 2023 as written.

**Attachments:** [WPCA minutes 4-25-23 regular meeting](#)

#### VII. COMMUNICATIONS AND CORRESPONDENCE

1. Operations Report.

Report format change request

**Attachments:** [3 - Ledyard Water Systems Monthly Report - March 2023.](#)

[4 - Ledyard Water Systems Monthly Report - April 2023.](#)

2. Service Correspondence.

3. Aged Reports/Finance.

**Attachments:** [WPCA AGED A-R SUMMARY TREND NOVEMBER 2022- APRIL 2023](#)

4. Year to Date Water/Sewer Report.

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

5. PSR - Steve Banks.

## VIII. OLD BUSINESS

1. Rules and Regulation review and possible changes.

**Attachments:** [Complete Policy Manual](#)  
[WPCA Relief policy](#)

2. Ledyard Center Trail and Sewer Line Project status proceeding to a spring construction start continued.

**Attachments:** [MUP trail GU meeting notes](#)  
[MUP trail GU followup notes](#)  
[Col. Ledyard Highway Multi-Use Pathway APPROVED w CONDITIONS GU Comments 05-12-23](#)

3. Residents and Property owners (1 Rosemarie Court).

**Attachments:** [Rosemarie Court leak testimony 04 25-23](#)  
[JimBall 1 Rosemarie analysis](#)  
[Rosemarie GU followup 05 04](#)

4. Waste Treatment pump installation update.

**Attachments:** [Feed Pump installation delay](#)

5. Any Other Old Business to come before the Authority.

## IX. NEW BUSINESS

1. New Application for blasting - Baldwin Hill Road.

**Attachments:** [PZ#23-6SUP Revised Site Plan & Info](#)

2. Motion to APPROVE payment of Groton Utilities invoice #0023295, dated February 28, 2023, in the amount of \$3327.61, for Ledyard Emergency services and materials through February 19, 2023.

**Attachments:** [GU Inv 23295](#)

3. Motion to APPROVE payment of Groton Utilities invoice #0023391, dated April 30, 2023, in the amount of \$1551.06, for Ledyard Emergency Labor through April 23, 2023.

**Attachments:** [GU Inv 23391](#)

4. 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 #:** 23-1627

**Agenda Date:** 5/23/2023

**Agenda #:** 2.

---

## MINUTES

**Minutes:**

Motion to APPROVE the Public Hearing Meeting Minutes from April 25, 2023 as written.



# TOWN OF LEDYARD

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Water Pollution Control Authority Meeting Minutes

Chairman  
Ed Lynch

### PUBLIC HEARING - SEWER RATE INCREASE

Tuesday, April 25, 2023

6:30 PM

Council Chambers - Hybrid

#### I. CALL TO ORDER

Chairman Lynch called the Public Hearing meeting to order at 6:36 p.m.

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

#### II. PROCEDURE OF THE PUBLIC HEARING

#### III. CALL OF THE PUBLIC HEARING

#### IV. PRESENTATION

##### 1. Proposed 4.5% Sewer Rate Increase.

Chairman Lynch shared the Sewer Budget FY23/24 table and highlighted some of the major cost increases:

Healthcare costs have increased 8%.

Retirement costs have increased.

Salary increases.

The WPCA Operators have reached higher job classifications, which in turn increases salaries. The WPCA encourages Operators to pursue higher job classifications. If the Ledyard WPCA doesn't stay competitive by increasing the Operator's salaries then they may seek employment at other municipalities.

Healthcare, retirement and salaries cost increases have caused an impact on the budget of approximately 4.5% from the previous year.

Lastly, another factor to consider is that sewer has a fixed number of customers which doesn't

increase the income intake each year (unlike water customers which increases every year). The hope is that the pressurized waste treatment line from Ledyard Center will increase the number of customers and in turn lower costs to our customers.

Chairman Lynch next shared the table of impact which shows the new minimum and new maximum sewer rates for the amount of water used.

**V. PUBLIC COMMENTS**

Please limit the time to 3 minutes.

Chairman Lynch asked for Public comments however there was only one resident present. The resident thought the meeting was for her septic issues and therefore she had no comments on the sewer rate increase.

**VI. ADJOURNMENT**

Motion to ADJOURN the Public Hearing meeting at 6:41 p.m.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch

**SECONDER:** Sharon Wadecki

**AYE** 4 Twefik Wadecki Jones Lynch

**EXCUSED** 2 Juber Capon

**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 #:** 23-1626

**Agenda Date:** 5/23/2023

**Agenda #:** 2.

---

## MINUTES

**Minutes:**

Motion to APPROVE the Regular Meeting Minutes from April 25, 2023 as written.



# TOWN OF LEDYARD

741 Colonel Ledyard Highway  
Ledyard, Connecticut 06339

## Water Pollution Control Authority Meeting Minutes

Chairman  
Ed Lynch

### Regular Meeting

---

Tuesday, April 25, 2023

7:00 PM

Council Chambers - Hybrid

---

#### I. CALL TO ORDER

Chairman Lynch called the Regular meeting to order at 7:00 p.m.

#### II. ROLL CALL

<b>Present</b>	Board Member Monir Twefik Board Member Sharon Wadecki Board Member Terry Jones Board Member Stanley Juber Board Member Edmond Lynch
<b>Excused</b>	Alternate Member Tony Capon
<b>Non-voting</b>	Alternate Member James A. Ball Alternate Member Jeremy Norris

#### III. APPOINTMENT OF ALTERNATES

Not needed.

#### IV. PLEDGE OF ALLEGIANCE

#### V. RESIDENTS & PROPERTY OWNERS COMMENTS

##### 1. Residents and Property owners (1 Rosemarie Court).

Cindy Sturgis of 1 Rosemarie Court was present.

Ms. Sturgis read the following timeline/statement she wrote for the Authority:

*I contacted the Town of Ledyard on November 4, 2022 for trash and water service. On Monday November 7, 2022 WPCA techs arrived to install a new meter and turned service on. They indicated that the meter was not below the frost line and returned on November 21, 2022 to lower the meter.*

*My water consumption from 11-7-22 thru 11-21-22 was normal. From 11-21-22 after lowering the meter, increased pressure likely caused multiple leaks.*

*I had no knowledge of nor the extent of the excessive water until 12-12-2022 when a WPCA tech came to tell me that I was using an excessive amount of water. WPCA had knowledge of this*

*situation but did not inform me for 21 days. No data log was ever supplied to me.*

*WPCA was in the position to detect an excessive use due to a leak and that a new meter would likely allow greater output pressure with the potential result of a break.*

*WPCA was in the best position to know that a drain storm system proximate to the downstream water line, would likely capture the leaking water bringing it back into the system. This situation deprived me of detecting a leak, as there was no pooling, no puddling, no surface indication of a leak.*

Chairman Lynch asked Ms. Sturgis if there was a pressure test performed after the meter was lowered, she replied no.

Chairman Lynch asked Ms. Sturgis if she was asked to turn the water off:

Ms. Sturgis answered that on December 12, 2022, she was told she had a leak, the technician walked the entire property and found no indication of a leak. He then said he would perform a meter test. He came back on the 13th to put a data logger on the meter to start the 24 hour test. On 12-14-22, the technician came back to report that the meter was working properly. On 12-15-22, Ms. Sturgis had her contractor cut a hole in her deck to check the water line for leaks. Although he found two small leaks he found no pooling. He repaired the holes which held for 3-4 days before new holes appeared which he also repaired. Chairman Lynch said that it should have been pressure tested from the meter to the house and all of the devices in the house, to do this everything has to be shut off. Because of the leak Ms. Sturgis had the water shut off for 19 days starting on December 23, 2022. During this time she contacted five different plumbers.

Chairman Lynch asked how many total gallons she estimated were leaking. Ms. Sturgis replied between 340-390 gallons an hour.

Mr. Jones said he would like to know from the GU representative if it's standard practice to perform a pressure test on abandoned properties. Chairman Lynch said no, it's not a standard practice but he would like to update polices to make it a standard procedure to perform leak tests when installing water meters on abandoned properties. He added in this particular case it would not have solved the problem because the leak didn't appear until after the meter was lowered.

Mr. Jones asked Ms. Sturgis if she thought the water pressure was low. She answered yes, she told at least four technicians about the low pressure, they all checked for leaks but found nothing.

Chairman Lynch said he needs to discuss the situation further with Groton Utilities. Mr. Ball said the questions for GU is what was the process/steps when connecting the meter to the old line and was there a pressure test performed? Mr. Ball suggested comparing the GU timeline to Ms. Sturgis's timeline then discussing it further during next month's meeting.

Chairman Lynch thanked Ms. Sturgis and took a copy of her timeline/statement to attach to the meeting minute's record.

**RESULT:** CONTINUE

**VI. REVIEW AND APPROVAL OF MINUTES**

1. Motion to APPROVE the Regular Meeting Minutes from March 28, 2023 as written.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Edmond Lynch

**SECONDER:** Sharon Wadecki

**AYE** 5 Twefik Wadecki Jones Juber Lynch

**EXCUSED** 1 Capon

**VII. COMMUNICATION AND CORRESPONDENCE**

1. Operations Report.

Report format change request

Mr. Jones said he would like to ask Groton Utilities to have next month's report cover six weeks after which the reports could run from the 15th of the month to the 15th of the following month in order to have the data more current for the WPCA meetings. Chairman Lynch said he would like Groton Utilities present to discuss this. The operation report request will be brought up during the May meeting.

**RESULT:** CONTINUE

2. Service Correspondence.

Chairman Lynch said Tina Daniels, GU Customer Service General Manager communicated to him that she is still working on the price quote for switching over to the Groton Utilities billing system. In addition, Ms. Daniels said that payment arrangements have been made for seven of the nine delinquent customers. Ms. Daniels asked Chairman Lynch if GU could start non-payment interruptions, he replied yes. Ms. Wadecki asked if this would affect Ms. Sturgis, Chairman Lynch said no, because she has made payment arrangements.

**RESULT:** DISCUSSED

3. Aged Reports/Finance.

The receivables are high.

**RESULT:** DISCUSSED

4. Year to Date Water/Sewer Report.

A spare board for the decanter system was installed in January. A spare board had to be ordered which was put under the contingency budget line item.

**RESULT:** DISCUSSED

5. PSR - Steve Banks.

---

New London County Septic begin preliminary work on the Smith & Loveless pump station installation on 4-27-23. The main work commences May 1st. The screen plant will be in bypass mode for two days. The flow will be manually pumped, and the screen will be manually cleaned during this work. Smith & Loveless will perform startup on May 3-4.

**RESULT:** DISCUSSED

## VIII. OLD BUSINESS

### 1. CT Communities Challenge Grant Program.

Mr. Norris said he reviewed the application process for the CT Communities Challenge Grant Program for both the sewer extension project and for a water main on Baldwin Hill Road, he said that the time line is too short to apply before the May 19, 2023 deadline. He added that price quotes and detailed plans need to be submitted as well. Ms. Wadecki asked if the grant is available twice a year, Chairman Lynch confirmed that the grant is open twice a year for applications. Ms. Wadecki said the WPCA should put a plan together to apply for the next grant occurring in Fall 2023. Chairman Lynch said in the past the WPCA hired Weston & Samson to put together grants. Mr. Ball asked what specifically the grant would be for. Chairman Lynch answered one idea is the extension of the water line on Baldwin Hill Road. The other grant idea is the possibility of adding a trail along an existing utility easement on Gallup Hill Road as the route for the larger sewer line, which is planned as Phase III of the sewer line extension project using ARPA funds. If the utility easement can be used for the new line, the existing line under Gallup Hill Road can be abandoned, and the road won't need to be excavated. Ms. Wadecki thought both ideas were good and said the Authority should decide which one to apply for first, then apply for the other project at a later date. The Authority agreed that Baldwin Hill Road should be applied for first.

**RESULT:** DISCUSSED

### 2. Rules and Regulation review and possible changes.

Chairman Lynch said the policy should emphasize that the customer is responsible for paying for leaks but the process will be that Groton Utilities will perform meter reads/calibration. If a leak is detected then no discussion of forgiveness will take place until after the WPCA receives proof that the leak has been fixed. There will need to be other policy updates as well. Mr. Jones will write a draft policy manual for the Authority to review.

**RESULT:** DISCUSSED

### 3. Ledyard Center Trail and Sewer Line Project status proceeding to a spring construction start continued.

Chairman Lynch met with Groton Utilities, Steve Masalin - Director of Public Works and Weston & Sampson. The major concern was the hydrants and the curb stops. If a curb stop was dug up the entire water tank would be drained, as no shut offs were installed. Groton Utilities

will be hired to supervise the curb stops and moving of the hydrants. Chairman Lynch said the WPCA will receive a quote from GU on their supervision effort. Groton Utilities will give a final review and sign off on the curb stops and where the hydrants will be placed.

No decision was made on Habitat for Humanity's addition of stubs and mains on Colby Drive.

A few things such as hydrant placements still need to be addressed.

Spring construction is still expected.

**RESULT: DISCUSSED**

**4. 9 Marlene Drive continued.**

Update:

Ms. Daniels presented a rate structure for 9 Marlene Drive using a few different billing options. She put the lowest option (\$1616.69) in the billing invoice which was sent to the resident on March 31, 2023.

**5. DEEP CWF FY24/25 call for projects.**

As discussed in Old Business #1 the WPCA will not apply for this round of applications due on May 19, 2023. The Authority will plan to apply in fall 2023.

**6. Any Other Old Business to come before the Authority.**

None.

**IX. NEW BUSINESS**

**1. DPH Sanitary Survey.**

Groton Utilities is late in submitting the form and therefore the WPCA received a warning letter from the DPH. Mr. Jones asked what the difference is between the two accounts. Chairman Lynch replied one is for Route 117 and the other is for Route 12. GU is presently working on the requests.

**2. Any Other New Business to come before the Authority.  
Inactivate the Booster Chlorination Treatment Plant.**

Inactivate the Booster Chlorination Treatment Plant -  
Project description: The Gales Ferry Chemical Building is located on the Groton/Gales Ferry border between 1320 Route 12 (Groton) and 1434 Route 12 (Gales Ferry). Located within the structure there is a sodium hypochlorite treatment system for boosting chlorination. That system is completely mothballed and would need extensive rehabilitation if it was desired to put it back in service. Due to the nature of the distribution system, it would be undesirable to operate this treatment system, because it would increase the THM formation within the system, for this reason, we are applying to inactivate this treatment system for the LWPCA Gales Ferry Water System.

DPH and GU recommended inactivating the booster chlorination treatment system on Route 12; because it is no longer used or needed, and the WPCA agreed that it could be abandoned. It was originally used to sanitize water in the Route 12 main, but with the addition of the Holmberg tank and the regional interconnection crossing under the Thames River, there is enough water moving that it does not stagnate or require additional chlorine.

## **X. ADJOURNMENT**

Motion to ADJOURN the Regular Meeting at 8:33 p.m.

**RESULT:** APPROVED AND SO DECLARED

**MOVER:** Sharon Wadecki

**SECONDER:** Edmond Lynch

**AYE** 5 Twefik Wadecki Jones Juber Lynch

**EXCUSED** 1 Capon

**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 #:** 23-1536

**Agenda Date:** 5/23/2023

**Agenda #:** 1.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Operations Report.

Report format change request

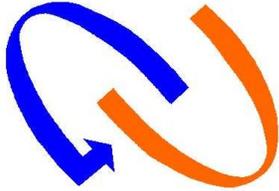
Mr. Jones said he would like to ask Groton Utilities to have next month's report cover six weeks after which the reports could run from the 15th of the month to the 15th of the following month in order to have the data more current for the WPCA meetings. Chairman Lynch said he would like Groton Utilities present to discuss this. The operation report request will be brought up during the May meeting.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# GROTON UTILITIES

**Subject: Ledyard Water Systems  
Monthly Report: March 2023**

**To:** Ed Lynch, WPCA Chairman  
**Cc:** Mark Biron, GM Operations  
Joseph Pratt, Manager Water & Wastewater

**From:** Mauricio Duarte

**Date:** April 18, 2023

---

Water Operations and Maintenance Monthly Report and Updates for March 2023.

## **Operations:**

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

## **Laboratory:**

- Distribution system samples collected and analyzed 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.
- Completed data entry and e-mailed all required monthly forms to CTDPH.
- Preparing for 2022 CCR for Ledyard Center & Gales Ferry.
- Preparing paperwork to submit to DPH, requesting reduction of lead and copper sampling to once per year (rather than twice per year).
- We (the GU Water Division team) continue our work to reduce THMs in the Gales Ferry and Ledyard Center systems.

- Mandy Smith (DPH) called GU; she noted that since GU has taken over running the Ledyard WPCA water systems, we have not operated the Gales Ferry Chem Building sodium hypochlorite addition system. Her recommendation, if we have no intentions of using it, is to submit paperwork to DPH, Drinking Water Section, to inactivate that system. This reduces the paperwork report load for LWPCA Gales Ferry, and eliminates the need for an operations Chief Operator (Mauricio Duarte would continue as the operator of the distribution system). If, at a later date, it was found desirable to use that system, we could submit paperwork to reactivate it. From the Lab perspective of THM-compliance, we would not see a benefit to boosting sodium hypochlorite at the Gales Ferry Chem Building, so I agree with Mandy's thoughts, and recommend we submit paperwork to inactivate the hypochlorite addition system at GFCB at this time.

### **Distribution:**

- Finished repairs to gate boxes in the Inchcliff Drive neighborhood.
- Clearing of water main R.O.W. at Country Club Drive.
- Inspection of blow offs in the Highlands and Aljen Heights neighborhood.
- Daily call before you dig
- Working on the response to DPH for the latest Sanitary performed of the Distribution system.
- Finished the five year cross connection inspections and started the annual inspections.
- Consideration to relocate hydrant number 31 in front of 1504 Route 12. Hydrant 31 is hit by vehicles multiple times a year due to its location. Relocation will be 30 to 50 feet from the current location, we will follow up with the Fire Marshall to determine the best location. The cost is approximately \$5,700.00 with no interruption to water service.

# Ledyard Utility Commission Report - March 2023

METER & SERVICE							
PERIODIC REPLACE		METER WORK				CUSTOMER SERVICE	
5/8"		Repair Meter	0		Seasonal On	0	
1"		Repair Transmitter	3		Seasonal Off	0	
2"		Data Log / High Consu	0		Terminate Paymernt	2	
3"		Test Meter Shop	0		Terminate Non Comp	0	
4"		Test Meter Field	0		Turn Off Repair	1	
6"		Leak Detection	0		Paperwork:	10 HRS	
8"		Flush Service	2		New Connection	2	
10"		Low Pressure Test	0		Frozen Serv / Meter	0	
Comments:		Reading the Bluff Road meter pit.			Turn on		1
		Two AMR install at 16 and 18 Rockledge Court					

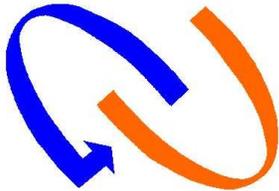
CROSS CONNECTION & BACKFLOW					
BACKFLOW DEVICE TEST		BACKFLOW DEVICE RETEST		CROSS CONNECTION INSPECTION	
RPZ	4	RPZ	0	Cross Connection Inspect	6
DCVA		DCVA	0	Cross Connction Reinspect	0
PVB		PVB	0	Paperwork	0
Comments:		The 2022 Ledyard and Gales Ferry state report has been complete and submitted.			

SAMPLES & WATER QUALITY					
SYSTEM SAMPLES ROUTINE		WATER QUALITY COMPLAINTS		COMPLAINT SAMPLES TAKEN	
BACTERIA	18	COLOR	0	BACTERIA	0
PHYSICAL	18	ODOR	0	PHYSICAL	0
CHLORINE	24	TASTE	0	VOC	0
PH	16	OTHER	0	CHLORINE	0
TEMPERATURE	16				
VOC					

Comments: \_\_\_\_\_

OTHER RELATED DEPARTMENT WORK			
		NUMBER	DETAILS / WHEN/WHERE/WHO/WHAT/WHY
Meter Vaults Pumped		0	
Contract Work		0	
Computer Record Entry		0	
Education		0	
Safety Meeting		0	
Vehicle Maintenance		0	
Tools & Equipment Maintenance		0	
Misc Work		0	

OTHER NOTES FOR THE MONTH			



# GROTON UTILITIES

**Subject: Ledyard Water Systems  
Monthly Report: April 2023**

**To:** Ed Lynch, WPCA Chairman  
**Cc:** Mark Biron, GM Operations  
Joseph Pratt, Manager Water & Wastewater

**From:** Mauricio Duarte

**Date:** May 16, 2023

---

Water Operations and Maintenance Monthly Report and Updates for April 2023.

## **Operations:**

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

## **Laboratory:**

- Distribution system samples collected and analyzed 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.
- Completed data entry and e-mailed all required monthly forms to CTDPH.
- Preparing for 2022 CCR for Ledyard Center & Gales Ferry.
- Handed off to LWPCA Board: request to inactivate GF treatment system for sodium hypochlorite at GF Chem Building, with recommendation that they submit this paperwork to CT DPH (requires Mayor Allyn's signature).

- Preparing paperwork to submit to DPH, requesting reduction of lead and copper sampling to once per year (rather than twice per year).
- We (the GU Water Division team) continue our work to reduce THMs in the Gales Ferry and Ledyard Center systems.
- Q2 THM/HAA5 sampling conducted for Ledyard Center

### **Distribution:**

- Paved trenches from water main breaks/maintenance.
- Repaired blow off at Chestnut Road.
- Daily call before you dig.
- Dug up a potential line break to the Fox Run Apartments feed.
- The soccer field at the Gallup Hill School has been repaired, by the contractor.
- The annual Cross Connection Inspections in both Ledyard and Gales Ferry are complete.
- Finished the response to DPH for the Water Distribution System Sanitary Survey.
- A quote is attached for an inspection of the Holmberg Tank.
- The last inspection of the Ledyard Center tank shows some sediment that needs to be cleaned out, the interior of the tank needs to be recoated as well.

# Ledyard Utility Commission Report - April 2023

METER & SERVICE							
PERIODIC REPLACE		METER WORK				CUSTOMER SERVICE	
5/8"			Repair Meter	2		Seasonal On	4
1"			Repair Transmitter	6		Seasonal Off	3
2"			Data Log / High Consu	2		Terminate Paymernt	0
3"			Test Meter Shop	0		Terminate Non Comp	0
4"			Test Meter Field	0		Turn Off Repair	0
6"			Leak Detection	1		Paperwork:	15 HRS
8"			Flush Service	1		New Connection	1
10"			Low Pressure Test	0		Frozen Serv / Meter	0
Comments: Multiple data logs at 93 Meeting House Lane Turn on							

CROSS CONNECTION & BACKFLOW					
BACKFLOW DEVICE TEST		BACKFLOW DEVICE RETEST		CROSS CONNECTION INSPECTION	
RPZ	20	RPZ	0	Cross Connection Inspect	15
DCVA		DCVA	0	Cross Connction Reinspect	0
PVB		PVB	0	Paperwork	0
Comments: The 2022 Ledyard and Gales Ferry state report has been complete and submitted.					

SAMPLES & WATER QUALITY					
SYSTEM SAMPLES ROUTINE		WATER QUALITY COMPLAINTS		COMPLAINT SAMPLES TAKEN	
BACTERIA	18	COLOR	0	BACTERIA	0
PHYSICAL	18	ODOR	0	PHYSICAL	0
CHLORINE	24	TASTE	0	VOC	0
PH	16	OTHER	0	CHLORINE	0
TEMPERATURE	16				
VOC					

Comments: \_\_\_\_\_

OTHER RELATED DEPARTMENT WORK		
	NUMBER	DETAILS / WHEN/WHERE/WHO/WHAT/WHY
Meter Vaults Pumped	0	
Contract Work	0	
Computer Record Entry	10 Hours	
Education	0	
Safety Meeting	0	
Vehicle Maintenance	0	
Tools & Equipment Maintenance	0	
Misc Work	0	

OTHER NOTES FOR THE MONTH \_\_\_\_\_



April 18, 2023

Mauricio Duarte  
Groton Utilities  
295 Meridian Street  
Groton, CT 06340

**Re: Washout Fairway Drive Tank  
ROV Inspection of Gales Ferry  
Groton, Connecticut  
CorrTech Proposal No. 16377**

Dear Mauricio:

CorrTech, Inc. is pleased to provide this proposal for washout, spot coating, and ROV inspection the following structures;

**Fairway Drive Hydropillar**

The focus of this portion of the project is to remove the sediment deposits in the lower section of the interior water cavity and repair the large coating delaminations in the interior of the water cavity. It is the tank owner's responsibility to have the tank opened and emptied and ready for cleaning when the CorrTech crew arrives on-site.

**PROJECT SCOPE**

**Tank Cleaning**

It will be the tank owner's responsibility to open the tank hatch, empty the tank as low as possible down to the sediment ring. CorrTech will pressure wash the bowl and loser riser sections. CorrTech will then remove the sediment deposits that have accumulated on the floor. All waste material will be deposited on site within 100-ft of the tank location.

**Water Cavity Spot Coating Repairs**

CorrTech will repair areas of corrosion below the high-water line on the interior shell, bowl, and riser with an NSF-61 approved epoxy. CorrTech will power tool clean the areas of active corrosion larger than one square inch and apply the epoxy coating system in accordance with SSPC-SP11 Power tool cleaning and the manufacturers data sheet for application.

For the areas of topcoat delamination where the primer remains intact CorrTech will sand the areas of topcoat delamination larger than one square inch below the high-water line on the interior shell, bowl, and riser. CorrTech will feather back the coating system until areas of loose coating are removed and will spot coat with an NSF-61 approved epoxy.

**This project is based on the assumption of no more than 500 sq ft of spot coating.** If, during the cleaning process it is determined that there are more than 500 sq ft of spot coating required CorrTech will consult with the tank owner to determine the course of action.

After work is completed CorrTech will disinfect the water cavity in accordance with AWWA C652 method II.

## **Report**

Upon completion of the washout and spot coating CorrTech will provide a brief field report detailing the work and will include before and after pictures.

Our price includes one electronic (PDF) copy of the report with digital photos.

## **Gales Ferry Tank**

The main focus of this project is to evaluate the condition of the tanks and provide specific recommendations that will allow the owner to maximize the serviceable life and provide information for possible modifications and rehabilitation to improve operational effectiveness or replacement.

## **PROJECT SCOPE**

### **Comprehensive Tank Evaluations by ROV (Remotely Operated Vehicle)**

CorrTech proposes a thorough inspection of the tank(s) in accordance with AWWA D101-53 (R1986) "Inspecting and Repairing Steel Water Tanks, Standpipes, Reservoirs and Elevated Tanks for Water Storage" Part A, NFPA, EPA and OSHA standards as applicable. This inspection would be conducted by a two-man crew consisting of a NACE Trained Coatings Inspector and a qualified assistant. The interior underwater evaluations will be conducted using a Remote Operated Vehicle, (ROV), named "TankRover". This specially designed underwater vehicle completely replaces the need for diving or taking tanks off line.

TankRover provides high quality video inspection of 100% of all internal surfaces, including the roof, through closed circuit TV. The video from the underwater camera is directly viewed on the ground by the inspector/operator.

A TankRover evaluation requires no preparation by the client as the tank can be left completely on line during the inspection. Strict disinfecting procedures in accordance with AWWA C652-02 Section 4.4, for the ROV and umbilical cable will be implemented on site by the inspection team. We would also supply the necessary inspection and safety equipment required for the external inspections.

All observations would be recorded by means of high quality digital photographs and video recording (USB) and written field notes.

CorrTech will perform the inspection, sampling and testing to gather the required information. Each structure will be evaluated by the coatings and corrosion control team using non-destructive testing methods. The actual analysis and sampling/testing scheme to be followed for the specific tank will be determined in the field. The inspections will satisfy OSHA Requirements

The following methods are available for use in assessing the condition of each tank. CorrTech will employ destructive test methods, such as the cross-cut tape test, only when necessary and with the express permission of the tank owner.

1. Dry film thickness measurements of the exterior coating.
2. ASTM D3359 adhesion test methods A and B on the exterior coatings.
3. Visual examination from available ladders and scaffolding.
4. Upon request of client CorrTech will collect interior and exterior coating samples sufficient for laboratory testing; Samples would tested for total lead and chromium using the atomic absorption method, a separate fee will be charged.
5. Condition of paint on the interior and exterior including; approximate percent of rusting, type of paint failure and locations of concentrated paint failure.
6. Metal loss due to corrosion such as pitting, layered corrosion or physical damage. Special attention is paid to joints, seams, rivets and roof members.
7. Cathodic protection systems are inspected to assess the number of anode strings, presence or absence of reference cells and operation of a rectifier.
8. Foundation pads or ring walls are inspected for cracking and other deterioration. The floor plate flange and grouting are inspected as well.
9. Elevated tanks are inspected for signs of instability or shifting by observing the tower posts, tension rods and riser pipe.
10. All fasteners such as cotter pins, anchor bolts and turnbuckles are inspected for corrosion or failure.
11. Safety appurtenances such as ladders, anti-climb devices, anti-fall devices, painter's rails and balconies are inspected. their condition and OSHA compliance noted.
12. Adhesion would be measured on the exterior paint systems to determine if the system can be top coated, and how long it may last. This information is useful because it tells us whether we can recommend top coating instead of total removal.
13. Sanitary and security items such as lights, bug screens, hatches and padlocks will also be included in our written observations.

## **Report**

Upon completion of the inspection, the data would be reviewed by our corrosion team for the preparation of the report and recommendations. The team would evaluate the results and determine if the tank is adequately protected against future corrosion and meets today's OSHA safety and sanitary standards. Any deficiencies would be discussed in the report with appropriate recommendations accompanied by estimates of cost. The report would be reviewed by a NACE

Certified Coating Inspector for completeness and quality. The final report will contain color photographs from both interior and exterior surfaces. Our price includes one electronic (PDF) inspection report by email per tank and one (1) USB of each internal inspection.

**FEE SCHEDULE**

Based on the project requirements the following fee schedule is presented:

<b>Washout of Fairway Dr. Tank with Report</b>	\$13,622.00 Lump Sum
<b>Coating Repairs to Fairway Dr. Interior Water Cavity</b>	\$16,146.75 Lump Sum
<b>ROV inspection of Gales Ferry Tank</b>	\$2,576.00 Lump Sum
<b>(1) Condition Assessment Report</b>	\$760.00 Lump Sum
<b>Project Total</b>	<b>\$33,104.75</b>
<b>Standby Rate</b>	\$385.00/Hr
<b>Cancelation Fee</b>	\$2,000.00

This fee schedule assumes all work will be done at the Fairway Drive Tank in one period.

Qualifications and Limitations

The proposal is based on the following conditions and assumptions:

Prior to CorrTech arrival on-site, the tanks will be opened and drained of water, to the sediment level.

All waste material will be deposited on site within 100-ft of the tank location.

1. Scheduling work will be subject to personnel and equipment availability.
2. Project pricing is valid for 60 days.
3. Scope to be performed during regular work hours Monday-Friday allowing for scheduling and coordination.
4. Prior to CorrTech arrival on-site, the tank will be opened and drained of water, to the sediment level for the Fairway Dr tank.
5. All waste material will be deposited on site within 100-ft of the tank location.
6. CorrTech assumes that the hatch locations are accessible as communicated by the tank owner or owner’s representative. A minimum hatch size of 18 x 16 inches inside diameter

is required in order to perform safe confined space entry.

7. The owner is required to replace the hatch and gasket, refill, and test the tank for its return to service.
8. 110 Power and water supply are available on site.
9. Delays outside of CorrTech's control would be billed at a standby rate of \$385.00 per hour.
10. Covid 19 impact may require scheduling flexibility. The health and safety of CorrTech's staff and customers is of prime importance, all CorrTech personnel follow and conform to our Covid-19 safety policies and protocols. Due to that, there is the possibility that some adjustments and alterations to planned travel and work schedules may occur that are beyond the control of CorrTech.
11. Applicable sales taxes will be charged on materials and services which are purchased as part of this proposal. If you are an exempt organization or reseller, a valid tax exemption or resale certificate must be presented to CorrTech prior to the material order in order to avoid this charge.
12. Tank inspections can only be conducted on tanks with roof access hatches that are a minimum 22-inches in diameter, the hatch opening must be unobstructed by piping, ladders or other interior structures. Bolted roof hatches must be opened and replaced by tank owner Where the owner has represented that the hatch is 22-inches and it is found to be smaller, CorrTech reserves the right to charge the cancellation fee quoted.
13. If a tank has no roof ladder, railing or secure anchor point to attach to then a direct inspection of the entire roof and roof vent screen cannot be completed. The inspectors will utilize a zoom digital camera to document conditions from the tank shell ladder.
14. This proposal is based on the presumption that the shell and roof ladder of the tank are in sound condition and are safe for climbing the tank. Cancellation fee will apply if CorrTech mobilizes inspection crew to the site and are unable to safely climb the tank.
15. Shell ladder must be within 24-ft of the ground. If CorrTech crew arrives on site and shell access ladder is more than 24-ft off the ground, delay costs of \$300/hour or stated cancellation fee will be charged.
16. It is the responsibility of the tank owner to insure that the roof hatch lock is operable with key provided by owner. If the roof hatch lock is not operable, CorrTech will cut and remove the lock and charge the owner an additional \$350 fee. It is the responsibility of the Owner to have a replacement lock available during the time of the inspection. CorrTech would not re-climb the tank to install the replacement lock.
17. It is recommended that the tank water level be as high as the overflow level in order for best ROV inspection coverage of underwater surfaces and ceiling condition. Water level at the time of inspection is the responsibility of tank owner. CorrTech will utilize digital camera from roof hatch location to document above water surface conditions. CorrTech's fees remain the same as quoted regardless of water level at time of inspection.

This proposal is valid for sixty (60) days from the date set forth above. CorrTech payment terms are upon receipt of invoice.

CorrTech's attached Standard Terms and Conditions will apply to this project. By providing your duly authorized signature below, you agree that the parties relationship, and the services to be provided, under this proposal shall be subject solely to CorrTech's Standard Terms and Conditions, and that any terms and conditions on your purchase order or other form that may vary from, conflict with, or purport to add to or modify, CorrTech's Standard Terms and Conditions shall not apply, even though such form may state otherwise. CorrTech hereby objects in advance to all such competing terms and conditions.

Please review the attached Standard Terms and Conditions carefully, and let us know if you have any questions about them. If the scope of services, terms and conditions, and fee described herein is acceptable, then please indicate your acceptance by signing below and returning one original to our office.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ben Palmer', written in a cursive style.

Ben Palmer  
Project Manager

**CONTRACT AUTHORIZATION**

I, the undersigned, hereby represent that I am authorized to sign this proposal on behalf of Groton Utilities and that my signature constitutes a binding acceptance of this proposal No. 16377, inclusive of the standard terms and conditions, as a valid and enforceable agreement between CorrTech, Inc. and Groton Utilities.

Date:	By:  Authorized Representative
Print Name:	

**FOR ACCOUNTING PURPOSES, PLEASE COMPLETE THE INFORMATION BELOW:**

PO# Assigned (if any)	Billing Contact Name
Address:	2 <sup>nd</sup> Line or PO Box
City:	State/ Zip:
Phone:	E-Mail

Any Special Billing instructions should be listed below:

## STANDARD TERMS AND CONDITIONS

1. CorrTech, Inc.
  - a) CorrTech, Inc. ("CorrTech") agrees to provide Client with the services set forth in the proposal pursuant to the terms and conditions ("Terms and Conditions") set forth herein. Together, the proposal and the Terms and Conditions shall constitute the complete agreement between CorrTech and the Client ("Agreement") for the services described in the proposal. If there is a conflict between the proposal and these Terms and Conditions, these Terms and Conditions shall control.
  - b) Client shall designate in writing a person to acts as its Authorized Representative with respect to this Agreement.
  - c) Client shall provide all information and criteria as to Client's requirements, objectives, and expectations for CorrTech's services including all numerical criteria that are to be met and all standards for development, design, or construction.
2. Billing and Payment
  - a) Client agrees to pay CorrTech in accordance with the rates, charges, and/or amount set forth in the attached proposal. Invoices for CorrTech's services will be submitted either periodically or upon completion of such services, at the election of CorrTech. All such invoices shall be due and payable upon receipt unless both parties agree in writing to different terms.
  - b) In the event payment is not timely made, the overdue balance shall bear interest at 1.5 percent per month or the maximum lawful allowable rate, whichever is higher.
  - c) Client's failure to pay any invoice due to CorrTech within agreed upon terms will constitute a breach of this Agreement. Without waiving any other claim or right against Client, CorrTech may elect to terminate its performance of services upon failure by Client to pay amounts owed CorrTech when due by providing Client with ten (10) days written notice of CorrTech's intent to terminate. In the event of a termination by CorrTech, Client shall pay CorrTech for all services performed as of the date of termination, as well as all reasonable costs incurred as a result of such termination, including, but not limited to, interest, lost profits, and reasonable legal fees. The waiver by CorrTech of any of its rights under this Agreement in any one or more instance shall not constitute a waiver of any other rights hereunder or of such rights on any future occasion.

3. Right of Entry

- a) Client hereby grants to CorrTech and its agents, staff, consultants, and contractors or subcontractors permission and the right to enter upon the subject worksite for the purpose of performing all acts, studies, and research in accordance with the proposal ("Right of Entry"). Should Client not own the site, Client warrants and represents by acceptance of the proposal that it has authority and permission of site owner and any site occupant to grant CorrTech this Right of Entry.
- b) Client represents and acknowledges that it is now and shall remain in control of the site at all times. CorrTech shall have no responsibility or liability for any aspect or condition of the site, now existing or hereafter arising or discovered. CorrTech does not, by this Agreement, assume any responsibilities or liability with respect to the site.

4. Site Disturbance Resulting from Work

- a) Client hereby recognizes that the use of equipment necessary to perform CorrTech's services may affect, alter, or damage the terrain, vegetation, buildings, structures, and equipment in, at, or upon the site. CorrTech shall not be liable to Client for such effect, alteration, or damage. CorrTech will take reasonable precautions to limit such effects, alterations and damage.
- b) Client shall provide CorrTech with all previous studies, plans, or other documents pertaining to the work in Client's possession or reasonably obtainable by Client, in support of CorrTech's services. CorrTech will use reasonable care, to locate subsurface structures in the vicinity of CorrTech's subsurface explorations. Client recognizes that it is impossible for CorrTech to assure the sufficiency of such information. Accordingly, Client waives any claim against CorrTech, and agrees to defend, indemnify and hold CorrTech harmless from any claim or liability for injury or loss allegedly arising from errors, omissions, or inaccuracies in documents or other information provided to CorrTech from Client, or from CorrTech's reasonable reliance on such documents or information.

5. Standard of Care

CorrTech shall perform its services in a professional manner consistent with the standard of care applicable to similar services in the jurisdiction where the project is located ("Standard of Care"). Client agrees that CorrTech is providing no warranty or guarantee, either expressed or implied, in connection with its services, unless expressly contained in these Terms and Conditions.

6. Insurance

CorrTech represents and warrants that its staff is protected by Worker's Public Liability and Property Damage insurance policies. Client agrees that CorrTech will not be liable or responsible to Client for any loss, damage, or liability beyond the amounts, limits, exclusions, and conditions of such insurance.

7. Construction Observation Services

- a) Client agrees that any and all construction services related to CorrTech's services will be performed by a contractor retained by Client ("Contractor"), and that CorrTech shall have no responsibility or obligation for the performance of Contractor.
- b) The purpose of CorrTech's site visits will be to enable CorrTech to better carry out the duties and responsibilities specifically assigned to CorrTech in this Agreement. CorrTech shall not, during such visits, or at any time, or as a result of CorrTech's observations of Contractor's work, supervise, direct, or have control over Contractor's work, nor shall CorrTech have authority over or responsibility for the means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, nor for any failure of Contractor to comply with laws and regulations applicable to Contractor's furnishing and performing its work, including, but not limited to, those under the Occupational Safety and Health Act of 1970. Accordingly, CorrTech neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.
- c) It shall be Client's responsibility to notify the appropriate federal, state, or local public authorities or agencies, as required by law or otherwise of any condition that could in any way constitute a danger or threat to public health, safety, or the environment, arising out of, or in any way related to work performed in accordance with CorrTech's services.

8. Documents

All logs, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by CorrTech shall constitute CorrTech's instruments of service, and shall remain the property of CorrTech. CorrTech will retain all pertinent records relating to the services performed for a period of five (5) years following submission, during which period, the records will be made available to Client at CorrTech's office at all reasonable times. Copies will be prepared by CorrTech for Client for reasonable cost of reproduction.

9. Governing Law and Severability

- a) This Agreement shall be governed by the laws of the State or jurisdiction in which the CorrTech office that issued the proposal is located, excluding any rule or principle that would refer to and apply the substantive law of another State or jurisdiction.
- b) Each provision of this Agreement is severable and distinct from and independent of every other provision hereof. If one provision is declared void or unenforceable, the remaining provisions shall remain in effect. The terms contained in Section 9 shall survive the termination or expiration of this Agreement.

10. Indemnification

To the fullest extent allowed by law, Client shall indemnify and hold CorrTech, its affiliates, directors, officers, employees and agents harmless from and against all claims, losses, damages, liabilities, costs, attorney fees and expenses sustained or incurred, directly or indirectly, to the extent arising out of or relating to this Agreement, including, but not limited to, the negligent acts, errors, omissions, the treatment, storage, disposal or transportation of toxic or hazardous waste or contaminating substance, violation of any federal, state, or local statute, regulation, or ordinance relating to hazardous waste and environmental contamination by Client, its affiliates, directors, officers, employees, contractors and agents in the performance of professional Services by Engineer and its Sub-consultants.

11. Confidentiality

As a result of the performance of CorrTech's services, CorrTech may have access to information and materials of a highly sensitive nature belonging to Client, including confidential information. CorrTech agrees that CorrTech shall not, without Client's prior written consent, disclose, make commercial or other use of, or give or sell to any person, firm, or corporation, any confidential information received directly or indirectly from Client or acquired or developed in the course of the performance of this Agreement unless: (1) required to do so pursuant to applicable law; or (2) it is rightfully in the possession of CorrTech from a source other than Client prior to the time of disclosure of the information to CorrTech under this Agreement; or (3) it was in the public domain prior to the time of the CorrTech's receipt; or (4) it was independently developed by CorrTech prior to the time of receipt.

12. Claims and Disputes

- a) Any and all claims, disputes or other matter in question arising out of or related to the services provided by CorrTech shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution. Unless the parties mutually agree otherwise, mediation shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. The

parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in a place mutually agreed upon.

- b) If the parties do not resolve a dispute through mediation, the dispute shall be subject to [arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement] [or] [litigation in a court of appropriate jurisdiction in the state or jurisdiction in which the CorrTech office that issued the proposal is located.

13. Limitation of Liability

- a) CorrTech and Client waive consequential damages for claims, disputes or other matters in question arising out of or relating to CorrTech's services.
- b) To the fullest extent permitted by law, the total liability of CorrTech, its officers, directors, employees, agents, and contractors to Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to CorrTech's services, the project or this Agreement shall not exceed the total compensation received from CorrTech under this Agreement.

14. Delays

In the event that CorrTech's services are interrupted due to causes beyond its control, CorrTech shall be compensated by Client for the labor, equipment and other costs CorrTech incurs in order to maintain his or her workforce for Client's benefit during the interruption. Notwithstanding the foregoing, CorrTech shall not hold Client responsible for damages or delays caused by acts of God or other circumstances beyond Client's control, and which could not reasonably be anticipated or prevented.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1680

**Agenda Date:** 5/23/2023

**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 #:** 23-1681

**Agenda Date:** 5/23/2023

**Agenda #:** 3.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

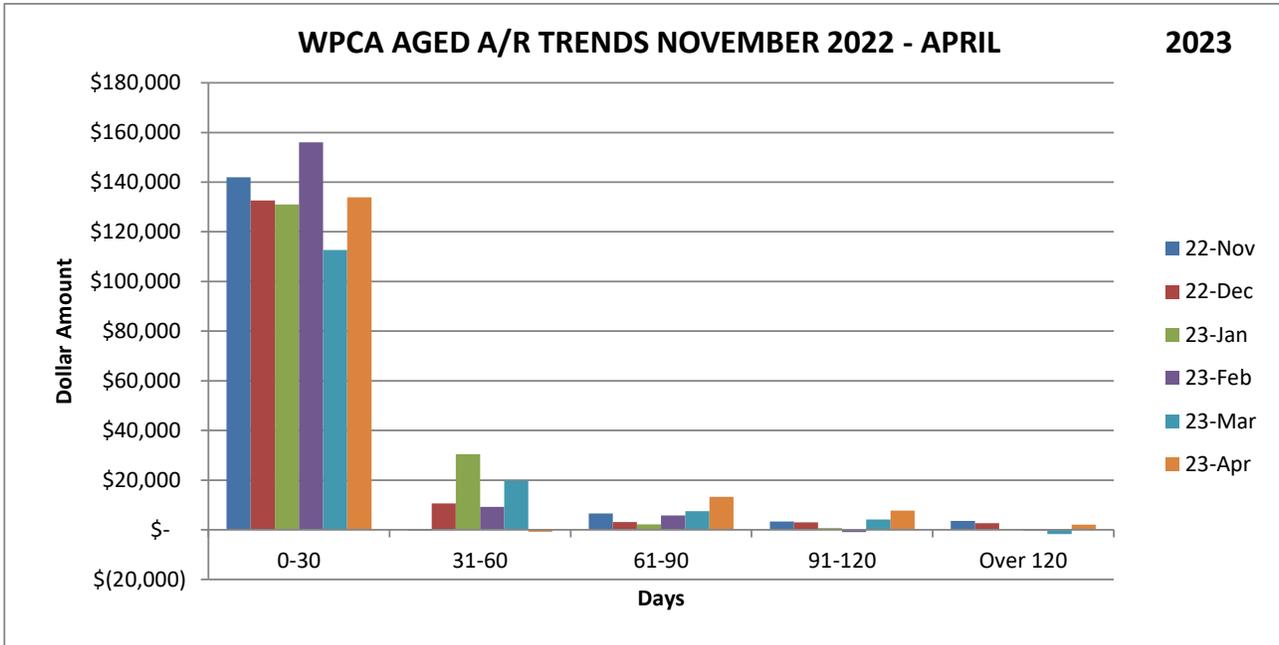
Aged Reports/Finance.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



NOV	NOV	NOV	NOV	NOV	
0-30	31-60	61-90	91-120	OVER 120	
\$ 142,005	\$ (309)	\$ 6,593	\$ 3,364	\$ 3,606	\$ 155,258

DEC	DEC	DEC	DEC	DEC	
0-30	31-60	61-90	91-120	OVER 120	
\$ 132,581	\$ 10,661	\$ 3,066	\$ 3,038	\$ 2,621	\$ 151,966

JAN	JAN	JAN	JAN	JAN	
0-30	31-60	61-90	91-120	OVER 120	
\$ 131,005	\$ 30,454	\$ 2,161	\$ 744	\$ 74	\$ 164,438

FEB	FEB	FEB	FEB	FEB	
0-30	31-60	61-90	91-120	OVER 120	
\$ 156,025	\$ 9,207	\$ 5,770	\$ (922)	\$ (335)	\$ 169,745

MAR	MAR	MAR	MAR	MAR	
0-30	31-60	61-90	91-120	OVER 120	
\$ 112,673	\$ 19,744	\$ 7,490	\$ 4,153	\$ (1,758)	\$ 142,302

APR	APR	APR	APR	APR	
0-30	31-60	61-90	91-120	OVER 120	
\$ 133,836	\$ (832)	\$ 13,287	\$ 7,692	\$ 2,071	\$ 156,055

**Foot Notes:**

Cash Collected in the month of April 2023: \$119,337.79



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1682

**Agenda Date:** 5/23/2023

**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 2023 10								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
<b>5059001 OTHER-GEN - GRANTS/CONTR</b>								
5059001 49002 TRANS IN	-392,089	0	-392,089	.00	.00	-392,089.26	.0%*	
TOTAL OTHER-GEN - GRANTS/CONTR	-392,089	0	-392,089	.00	.00	-392,089.26	.0%	
TOTAL REVENUES	-392,089	0	-392,089	.00	.00	-392,089.26		
<b>50590991 CONTRIBUTION TO CNR</b>								
50590991 59305 CONT CNR	130,000	0	130,000	.00	.00	130,000.00	.0%	
TOTAL CONTRIBUTION TO CNR	130,000	0	130,000	.00	.00	130,000.00	.0%	
TOTAL EXPENSES	130,000	0	130,000	.00	.00	130,000.00		
<b>50591603 SOURCE OF SUPPLY</b>								
50591603 58100 DUES FEES	3,100	0	3,100	.00	637.50	2,462.50	20.6%	
TOTAL SOURCE OF SUPPLY	3,100	0	3,100	.00	637.50	2,462.50	20.6%	
TOTAL EXPENSES	3,100	0	3,100	.00	637.50	2,462.50		
<b>50591623 POWER PURCHASED</b>								
50591623 56225 POWER PURC	10,000	0	10,000	10,528.80	3,471.20	-4,000.00	140.0%*	
TOTAL POWER PURCHASED	10,000	0	10,000	10,528.80	3,471.20	-4,000.00	140.0%	
TOTAL EXPENSES	10,000	0	10,000	10,528.80	3,471.20	-4,000.00		
<b>50591626 GU OPERATION-EMERGENCY</b>								
50591626 53720 GU OP EMER	9,000	0	9,000	4,978.40	21.60	4,000.00	55.6%	
TOTAL GU OPERATION-EMERGENCY	9,000	0	9,000	4,978.40	21.60	4,000.00	55.6%	
TOTAL EXPENSES	9,000	0	9,000	4,978.40	21.60	4,000.00		
<b>50591627 GU OPERATING AGREEMENT ANNUAL</b>								

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10								
50591627 GU OPERATING AGREEMENT ANNUAL	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
50591627 53725 GU OPS ANN	308,988	0	308,988	169,661.80	121,187.00	18,138.78	94.1%	
50591627 53726 GU CUST SE	94,375	0	94,375	82,335.82	3,664.18	8,374.84	91.1%	
TOTAL GU OPERATING AGREEMENT ANNUAL	403,362	0	403,362	251,997.62	124,851.18	26,513.62	93.4%	
TOTAL EXPENSES	403,362	0	403,362	251,997.62	124,851.18	26,513.62		
<b>50591663 METER/SYSTEMS EXPENSE</b>								
50591663 54110 RTE 12 MET	257,576	0	257,576	236,276.31	13,723.69	7,576.05	97.1%	
50591663 54115 RTE 117 WT	252,515	0	252,515	275,815.49	24,184.51	-47,485.49	118.8%*	
50591663 54120 METERS	16,000	0	16,000	13,763.92	236.08	2,000.00	87.5%	
TOTAL METER/SYSTEMS EXPENSE	526,091	0	526,091	525,855.72	38,144.28	-37,909.44	107.2%	
TOTAL EXPENSES	526,091	0	526,091	525,855.72	38,144.28	-37,909.44		
<b>50591921 MISC</b>								
50591921 54420 FIN SERV	26,000	0	26,000	.00	.00	26,000.00	.0%	
50591921 54506 FIRE HYDRA	5,000	0	5,000	.00	.00	5,000.00	.0%	
50591921 58810 GOBONDPR	85,275	0	85,275	.00	.00	85,274.54	.0%	
50591921 58811 GOBONDINT	9,193	0	9,193	3,743.76	.00	5,449.25	40.7%	
50591921 58820 CWF PRIN	245,659	0	245,659	.00	.00	245,658.52	.0%	
50591921 58821 CWF INT	51,963	0	51,963	43,646.11	.00	8,317.08	84.0%	
50591921 58822 LOAN PMT	12,500	0	12,500	.00	.00	12,500.00	.0%	
TOTAL MISC	435,589	0	435,589	47,389.87	.00	388,199.39	10.9%	
TOTAL EXPENSES	435,589	0	435,589	47,389.87	.00	388,199.39		
<b>50591923 PROFESSIONAL FEES</b>								
50591923 53600 ACCTG SERV	9,738	0	9,738	7,650.00	.00	2,088.00	78.6%	
TOTAL PROFESSIONAL FEES	9,738	0	9,738	7,650.00	.00	2,088.00	78.6%	
TOTAL EXPENSES	9,738	0	9,738	7,650.00	.00	2,088.00		
<b>50591926 BENEFITS</b>								
50591926 52300 RETIREMENT	3,681	0	3,681	.00	.00	3,681.25	.0%	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10								
50591926 BENEFITS	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
TOTAL BENEFITS	3,681	0	3,681	.00	.00	3,681.25	.0%	
TOTAL EXPENSES	3,681	0	3,681	.00	.00	3,681.25		
<b>5059801 WATER-CHARGE / SERVICE</b>								
5059801 46045 NEW METER	-5,000	0	-5,000	.00	.00	-5,000.00	.0%*	
5059801 46046 WATER MISC	-3,000	0	-3,000	-1,849.53	.00	-1,150.47	61.7%*	
5059801 46048 TIE IN	-5,000	0	-5,000	-18,345.00	.00	13,345.00	366.9%*	
5059801 46049 TRANS FEE	-21,000	0	-21,000	-10,070.58	.00	-10,929.42	48.0%*	
5059801 46050 WATER USE	-1,090,072	0	-1,090,072	-951,468.45	.00	-138,603.78	87.3%*	
5059801 46051 WATER LATE	0	0	0	-932.98	.00	932.98	100.0%	
5059801 46053 WATER ASSE	0	0	0	-7,547.37	.00	7,547.37	100.0%	
5059801 46054 HYDRANT	-14,400	0	-14,400	.00	.00	-14,400.00	.0%*	
5059801 48001 INT DEPOS	0	0	0	-393.24	.00	393.24	100.0%	
TOTAL WATER-CHARGE / SERVICE	-1,138,472	0	-1,138,472	-990,607.15	.00	-147,865.08	87.0%	
TOTAL REVENUES	-1,138,472	0	-1,138,472	-990,607.15	.00	-147,865.08		
GRAND TOTAL	0	0	0	-142,206.74	167,125.76	-24,919.02	100.0%	

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

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

	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: S  
 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: 2022/ 1  
 To Yr/Per: 2022/12  
 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: 2023/10  
 Print MTD Version: N  
 Roll projects to object: N  
 Carry forward code: 2

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	

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>5019001 OTHER-GEN - GRANTS/CONTR</b>							
5019001 47009 MISC	0	0	0	-654.61	.00	654.61	100.0%
5019001 49002 TRANS IN	-158,176	0	-158,176	.00	.00	-158,176.44	.0%*
TOTAL OTHER-GEN - GRANTS/CONTR	-158,176	0	-158,176	-654.61	.00	-157,521.83	.4%
TOTAL REVENUES	-158,176	0	-158,176	-654.61	.00	-157,521.83	
<b>50190603 SOURCE OF SUPPLY</b>							
50190603 54225 SLUDGE HAU	17,300	-3,068	14,233	8,827.23	3,605.27	1,800.00	87.4%
50190603 58100 DUES FEES	3,100	0	3,100	1,962.50	20.00	1,117.50	64.0%
TOTAL SOURCE OF SUPPLY	20,400	-3,068	17,333	10,789.73	3,625.27	2,917.50	83.2%
TOTAL EXPENSES	20,400	-3,068	17,333	10,789.73	3,625.27	2,917.50	
<b>50190611 MAINTENANCE OF STRUCTURE</b>							
50190611 54510 ELECTRICIA	3,000	6,000	9,000	7,151.41	798.59	1,050.00	88.3%
TOTAL MAINTENANCE OF STRUCTURE	3,000	6,000	9,000	7,151.41	798.59	1,050.00	88.3%
TOTAL EXPENSES	3,000	6,000	9,000	7,151.41	798.59	1,050.00	
<b>50190620 WAGES (SEWER)</b>							
50190620 51305 OT/SEASON	15,000	0	15,000	7,496.12	.00	7,503.88	50.0%
50190620 51705 LONGEVITY	500	0	500	.00	.00	500.00	.0%
TOTAL WAGES (SEWER)	15,500	0	15,500	7,496.12	.00	8,003.88	48.4%
TOTAL EXPENSES	15,500	0	15,500	7,496.12	.00	8,003.88	
<b>50190621 EMPLOYEE UNIFORMS</b>							
50190621 52160 EE UNIFORM	1,000	0	1,000	150.00	500.00	350.00	65.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
50190621 EMPLOYEE UNIFORMS							
TOTAL EMPLOYEE UNIFORMS	1,000	0	1,000	150.00	500.00	350.00	65.0%
TOTAL EXPENSES	1,000	0	1,000	150.00	500.00	350.00	
<b>50190623 POWER PURCHASED</b>							
50190623 56200 HEAT	3,000	75	3,075	3,052.61	22.39	.00	100.0%
50190623 56220 ELECTRICIT	45,000	0	45,000	27,577.55	15,622.45	1,800.00	96.0%
50190623 56261 GAS/DESIEL	4,500	0	4,500	3,559.80	440.20	500.00	88.9%
TOTAL POWER PURCHASED	52,500	75	52,575	34,189.96	16,085.04	2,300.00	95.6%
TOTAL EXPENSES	52,500	75	52,575	34,189.96	16,085.04	2,300.00	
<b>50190624 PUMPING SUPPLY &amp; EXPENSE</b>							
50190624 56914 PUMP SUPP	3,300	0	3,300	950.00	1,355.00	995.00	69.8%
TOTAL PUMPING SUPPLY & EXPENSE	3,300	0	3,300	950.00	1,355.00	995.00	69.8%
TOTAL EXPENSES	3,300	0	3,300	950.00	1,355.00	995.00	
<b>50190641 CHEMICALS</b>							
50190641 56912 CHEMICALS	20,000	0	20,000	17,618.04	2,381.96	.00	100.0%
TOTAL CHEMICALS	20,000	0	20,000	17,618.04	2,381.96	.00	100.0%
TOTAL EXPENSES	20,000	0	20,000	17,618.04	2,381.96	.00	
<b>50190643 TREATMENT EXPENSE</b>							
50190643 56916 TRTMT EXP	6,500	368	6,868	6,832.50	67.50	-32.50	100.5%*
TOTAL TREATMENT EXPENSE	6,500	368	6,868	6,832.50	67.50	-32.50	100.5%
TOTAL EXPENSES	6,500	368	6,868	6,832.50	67.50	-32.50	
<b>50190663 METER EXPENSE</b>							
50190663 53710 MTR CALIBR	750	100	850	850.00	.00	.00	100.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10								
	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
50190663 METER EXPENSE								
TOTAL METER EXPENSE	750	100	850	850.00	.00	.00	100.0%	
TOTAL EXPENSES	750	100	850	850.00	.00	.00		
<b>50190673 MAINTENANCE OF MAINS</b>								
50190673 54515 MNT MAINS	3,000	700	3,700	.00	3,700.00	.00	100.0%	
TOTAL MAINTENANCE OF MAINS	3,000	700	3,700	.00	3,700.00	.00	100.0%	
TOTAL EXPENSES	3,000	700	3,700	.00	3,700.00	.00		
<b>50190678 MAINTENANCE OF MISC. PLANT</b>								
50190678 54505 MNT MISC P	12,000	500	12,500	11,277.70	1,220.68	1.62	100.0%	
50190678 56802 SFTY EQUIP	1,000	0	1,000	245.00	55.00	700.00	30.0%	
50190678 56804 LAB EQP	2,900	0	2,900	207.55	42.45	2,650.00	8.6%	
TOTAL MAINTENANCE OF MISC. PLANT	15,900	500	16,400	11,730.25	1,318.13	3,351.62	79.6%	
TOTAL EXPENSES	15,900	500	16,400	11,730.25	1,318.13	3,351.62		
<b>50190920 PLANT OPERATIONS WAGES</b>								
50190920 51610 SPVR SAL	86,778	0	86,778	76,217.82	.00	10,559.78	87.8%	
50190920 51635 SHIFT OPER	70,210	0	70,210	62,701.46	.00	7,509.00	89.3%	
50190920 51640 LAB TECH	49,037	0	49,037	40,811.85	.00	8,225.22	83.2%	
TOTAL PLANT OPERATIONS WAGES	206,025	0	206,025	179,731.13	.00	26,294.00	87.2%	
TOTAL EXPENSES	206,025	0	206,025	179,731.13	.00	26,294.00		
<b>50190921 MISC</b>								
50190921 54150 LAKESIDE	2,500	0	2,500	2,500.00	.00	.00	100.0%	
50190921 54420 FIN SERV	14,000	0	14,000	.00	.00	14,000.00	.0%	
50190921 56100 OPER EXP	11,000	-675	10,325	5,649.81	4,552.98	122.21	98.8%	
50190921 58810 GOBONDPR	117,388	0	117,388	.00	.00	117,388.24	.0%	
50190921 58811 GOBONDINT	40,788	0	40,788	21,049.01	.00	19,739.19	51.6%	

# Town and Schools of Ledyard



## YEAR-TO-DATE BUDGET REPORT

FOR 2023 10								
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
50190921 MISC								
TOTAL MISC	185,676	-675	185,001	29,198.82	4,552.98	151,249.64	18.2%	
TOTAL EXPENSES	185,676	-675	185,001	29,198.82	4,552.98	151,249.64		
<b>50190923 PROFESSIONAL FEES</b>								
50190923 53600 ACCTG SERV	3,000	0	3,000	1,350.00	.00	1,650.00	45.0%	
50190923 53705 LAB TESTS	6,400	0	6,400	5,226.50	1,173.50	.00	100.0%	
50190923 58110 TMDS	1,500	0	1,500	471.00	519.00	510.00	66.0%	
TOTAL PROFESSIONAL FEES	10,900	0	10,900	7,047.50	1,692.50	2,160.00	80.2%	
TOTAL EXPENSES	10,900	0	10,900	7,047.50	1,692.50	2,160.00		
<b>50190926 BENEFITS</b>								
50190926 52000 HLTHCARE	44,681	0	44,681	.00	.00	44,681.37	.0%	
50190926 52300 RETIREMENT	19,090	0	19,090	.00	.00	19,089.88	.0%	
50190926 52500 SOCSEC	15,777	0	15,777	.00	.00	15,777.40	.0%	
50190926 52900 GG WORKCOM	7,973	0	7,973	.00	.00	7,973.17	.0%	
TOTAL BENEFITS	87,522	0	87,522	.00	.00	87,521.82	.0%	
TOTAL EXPENSES	87,522	0	87,522	.00	.00	87,521.82		
<b>50190933 TRANSPORTATION EXPENSE</b>								
50190933 54305 CAR MNTNC	1,900	0	1,900	1,781.69	89.30	29.01	98.5%	
TOTAL TRANSPORTATION EXPENSE	1,900	0	1,900	1,781.69	89.30	29.01	98.5%	
TOTAL EXPENSES	1,900	0	1,900	1,781.69	89.30	29.01		
<b>50190990 CAPITAL</b>								
50190990 57505 SEWER TIE	1,000	0	1,000	.00	.00	1,000.00	.0%	
TOTAL CAPITAL	1,000	0	1,000	.00	.00	1,000.00	.0%	
TOTAL EXPENSES	1,000	0	1,000	.00	.00	1,000.00		
<b>50190991 CONTINGENCY</b>								

YEAR-TO-DATE BUDGET REPORT

FOR 2023 10								
	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL	
<b>50190991 CONTINGENCY</b>								
50190991 58910 CONTINGENC	10,710	-4,000	6,710	4,402.12	4,200.00	-1,892.12	128.2%*	
50190991 59305 CONT CNR	23,809	0	23,809	.00	.00	23,809.41	.0%	
TOTAL CONTINGENCY	34,519	-4,000	30,519	4,402.12	4,200.00	21,917.29	28.2%	
TOTAL EXPENSES	34,519	-4,000	30,519	4,402.12	4,200.00	21,917.29		
<b>50191627 GU OPERATING AGREEMENT</b>								
50191627 53726 GU CUST SE	17,976	0	17,976	13,403.50	1,096.50	3,476.16	80.7%	
TOTAL GU OPERATING AGREEMENT	17,976	0	17,976	13,403.50	1,096.50	3,476.16	80.7%	
TOTAL EXPENSES	17,976	0	17,976	13,403.50	1,096.50	3,476.16		
<b>5019701 SEWER-CHARGE / SERVICE</b>								
5019701 46020 SEWERUSE	-528,693	0	-528,693	-418,903.09	.00	-109,789.43	79.2%*	
5019701 46021 SEWER LATE	-500	0	-500	-214.56	.00	-285.44	42.9%*	
5019701 46022 SEW ASSESS	0	0	0	-1,189.81	.00	1,189.81	100.0%	
5019701 46024 SEWER MISC	0	0	0	-21.48	.00	21.48	100.0%	
5019701 46044 REV NON CU	0	0	0	-250.00	.00	250.00	100.0%	
5019701 48001 INT DEPOS	0	0	0	-451.99	.00	451.99	100.0%	
TOTAL SEWER-CHARGE / SERVICE	-529,193	0	-529,193	-421,030.93	.00	-108,161.59	79.6%	
TOTAL REVENUES	-529,193	0	-529,193	-421,030.93	.00	-108,161.59		
<b>5019702 SEWER-GRANTS/CONTR</b>								
5019702 42029 STATE GRAN	0	0	0	-286.00	.00	286.00	100.0%	
TOTAL SEWER-GRANTS/CONTR	0	0	0	-286.00	.00	286.00	100.0%	
TOTAL REVENUES	0	0	0	-286.00	.00	286.00		
GRAND TOTAL	0	0	0	-88,648.77	41,462.77	47,186.00	100.0%	

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

YEAR-TO-DATE BUDGET REPORT

REPORT OPTIONS

	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: S  
 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: 2022/ 1  
 To Yr/Per: 2022/12  
 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: 2023/10  
 Print MTD Version: N  
 Roll projects to object: N  
 Carry forward code: 2

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 #:** 23-1684

**Agenda Date:** 5/23/2023

**Agenda #:** 5.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

PSR - Steve Banks.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1543

**Agenda Date:** 4/25/2023

**Agenda #:** 1.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Rules and Regulation review and possible changes.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

**Policy Manual**  
of the  
**Ledyard, CT**  
**Water Pollution Control**  
**Authority**



# Table of Contents

## Policy

## Page Number

Application for Water Service Pipe Construction

Cross-Connection and Backflow Prevention Inspection Program

Installation of Water Mains at Customer Request on Public Streets

Multiple Service Connections to Private Water Mains

Ownership of Water Mains

Swimming Pool Filling

Thawing Frozen Water Services

Water Main and Service Definitions

Water Meters and Services per Premise

Water Services – Installation and Maintenance Responsibilities

DRAFT

APPLICATION FOR WATER SERVICE PIPE CONSTRUCTION

1. Scope:

This policy shall cover the installation of any water service pipe whether domestic or fire. It shall also cover customer owned mains on private property (whether or not they are to be eventually turned over to the WPCA) but exclude those on proposed streets. It shall not cover the installation of fire hydrants.

2. Water Service / Water Main Definition:

- a. Any water pipe serving two or more buildings or one building with two or more separate service branches (such as a shopping center or condominium) shall be considered a main.
- b. Any main serving only one property shall be considered a private main and title shall remain in the name of the property owner.
- c. Any main serving two or more properties under separate ownerships shall be considered a public main and the WPCA may require transfer of ownership to the WPCA.

3. Applications:

- a. The customer shall completely fill out and sign an "Application for Water Service Pipe", available from the WPCA's service provider, for any permanent installation of any new water service pipe or for the renewal of an existing water service pipe in our franchised service area.
- b. Completed applications shall be submitted to the service provider's Project Management Office in order for engineering orders and construction work orders required to initiate the work to be prepared.
- c. The "Application for Water Service Pipe construction" should not be confused with the "Application for Service", which is a separate application for service that establishes responsibility for charges for water used. This application is made at the service provider's Customer Service Center.

4. Service Proposal and Estimate:

Upon receipt of an application from a prospective customer setting forth the location of the premises to be served, the extent of service to be required, and other pertinent information, the WPCA's service provider will review the application, prepare a proposal for providing the service, together with a written estimate of cost, and submit same to the applicant in writing. No verbal estimates will be given.

5. Security Deposits:

The WPCA may require a security deposit, equal to the estimated cost of any work to be done, to be paid in advance. When the final figures of cost are known, the deposit will be applied to the bill. If the security deposit is insufficient, the difference will be billed. If the security deposit is in excess of costs, the excess will be refunded.

6. Separate Applications:

A separate application must be made for each separately owned, metered service, each fire sprinkler service if not in combination with a metered service, and each unmetered private main through which water is supplied to separately metered buildings in a complex of buildings on one privately owned property.

7. Availability of Existing Mains:

Applications for service connections will be accepted subject to there being existing mains in the streets or right of ways abutting the premises to be served. The WPCA shall in no way be obligated to extend its mains to serve the premises.

8. Adequacy of Existing Pipe:

Upon receipt of an application for a new service installation, a service installation renewal, or for the restoration of a supply to an existing service, the WPCA will assume that the piping and fixtures which the service will supply are in proper order and the WPCA will not be liable in the event of any accident, break, leakage, or damage to the owner's premises or property resulting from a failure of said piping or fixtures.

9. Changes in Existing Services:

Any changes in location of existing meters or services must first have approval of the WPCA and, if approved, shall be made only at the expense of the owner.

10. Scheduling of Work:

Due to workloads and scheduling requirements, deposits should be made as soon as possible. It is recommended that deposits be made no later than one week in advance of the construction date.

11. Inspection of Installation:

The WPCA's service provider will inspect the installation of the water service pipe. When the installation has been approved, the service provider will oversee the backfill over the water service pipe and will install the water meter. The Ledyard Building Inspector will inspect and approve the water system downstream of the meter.

Approved By: Ledyard WPCA

Date: \_\_\_\_\_

Supersedes: N/A

CROSS CONNECTION AND BACKFLOW PREVENTION INSPECTION PROGRAM

1. Purpose

The purpose of this Policy is to establish a Cross Connection and Backflow Prevention Inspection Program to:

- A. Protect the public potable water supply served by the Ledyard Water Pollution Control Authority (WPCA) from the possibility of contamination or pollution by isolating, within its customers' internal distribution system, such contaminants or pollutants which could backflow or back-siphon into the public water system.
- B. Promote the elimination or control of existing cross-connections, existing or potential, between its customers' potable water systems and non-potable systems.
- C. Provide for the maintenance of a continuing program of cross-connection control, which will effectively prevent the contamination, or pollution of all potable water systems by cross-connection.

2. Authority

This Program shall be regulated under the authority of:

- A. The Federal Safe Drinking Water Act of 1974 as amended and the Regulations of Connecticut State Agencies (RCSA) as they pertain to the Public Health Code, which state the water purveyor has the primary responsibility for preventing water from unapproved sources, or any other substances, from entering the public potable water system.

3. Responsibility

- A. The WPCA shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow or back-siphonage of contaminants or pollutants through the water service connection. If, in the judgment of the WPCA, an approved backflow device is required at the water service connection to any customer's premises, the WPCA or its service provider shall give notice in writing to said customer to install an approved backflow prevention device at each service connection to his premises. The customer shall, within 90 days, install such approved device or devices at his own expense. Failure or refusal or inability on the part of the customer to install said device or devices

within ninety (90) days shall constitute grounds for discontinuing water service to the premises until such device or devices have been properly installed.

1. **Definitions**

A. **Approved** –

Accepted by the WPCA as meeting an applicable specification stated or cited in policy or as suitable for the proposed use.

B. **Auxiliary Water Supply** –

Any water supply, on or available, to the premises other than the WPCA's approved public potable water supply.

C. **Backflow** –

The flow of water or other liquids, mixtures, or substances under positive or reduced pressure in the distribution pipes of a potable water supply from any source other than its intended source.

D. **Backflow Preventer** –

A device or means designed to prevent backflow or back-siphonage. Most commonly categorized as air gap, reduced pressure principle device, double check valve assembly, pressure vacuum breaker, spill resistant vacuum breaker, atmospheric vacuum breaker, breaker, residential dual check, double check with intermediate atmospheric vent, hose bibb vacuum breaker, and barometric loop.

1.) **Air Gap**

A physical separation sufficient to prevent backflow between the free-flowing discharge end of the potable water system and any other system. Physically defined as a distance equal to twice the diameter of the supply side pipe diameter but never less than one (1) inch.

2.) **Atmospheric Vacuum Breaker**

A device which prevents back-siphonage by creating an atmospheric vent when there is either a negative pressure or sub-atmospheric pressure in a water system.

3.) **Barometric Loop**

A fabricated piping arrangement rising at least thirty-five (35) feet at its topmost point above the highest fixture it supplies. It is utilized in water supply systems to protect against back-siphonage.

4.) **Double Check Valve Assembly**

An assembly of two (2) independently operating spring loaded check valves with tightly closing shut off valves on each side of the check valves, plus properly located test cocks for the testing of each check valve.

5.) **Double Check Valve with Intermediate Atmospheric Vent**

A device having two (2) spring loaded check valves separated by an atmospheric vent chamber.

6.) Hose Bibb Vacuum Breaker

A device which is permanently attached to a hose bibb and which acts as an atmospheric vacuum breaker.

7.) Pressure Vacuum Breaker, Spill Resistant Vacuum Breaker

A device containing one or two independently operated spring loaded check valves and an independently operated spring loaded air inlet valve located on the discharge side of the check or checks. Device includes tightly closing shut-off valves on each side of the check valves and properly located test cocks for the testing of the check valve(s).

8.) Reduced Pressure Principle Backflow Preventer

An assembly consisting of two (2) independently operating approved check valves with an automatically operating differential relief valve located between the two (2) check valves, tightly closing shut-off valves on each side of the check valves plus properly located test cocks for the testing of the check valves and the relief valve.

9.) Residential Dual Check

An assembly of two (2) spring loaded, independently operating check valves without tightly closing shut-off valves and test cocks. Generally employed immediately downstream of the water meter to act as a containment device.

E. Backpressure –

A condition in which the owner's system pressure is greater than the supplier's system pressure.

F. Back-siphonage –

The flow of water or other liquids, mixtures or substances into the distribution pipes of a potable water supply system from any source other than its intended source caused by the sudden reduction of pressure in the potable water supply system.

G. Commission –

The State of Connecticut, Department of Public Health; 34 – Cross-Connection Control Manual

H. Containment –

A method of backflow prevention which requires a backflow preventer at the water service entrance.

I. Contaminant –

Any physical, chemical, biological, or radiological foreign substance that tends to degrade water quality so as to constitute a hazard or to impair its usefulness.

- J. Cross-Connection –  
Any actual or potential connection between the public water supply and a source of contamination or pollution.
- K. Fixture Isolation –  
A method of backflow prevention in which a backflow preventer is located to correct a cross connection at an in-plant location rather than at a water service entrance.
- L. Owner –  
Any person who has legal title to, or license to operate or inhabit in, a property upon which a cross-connection inspection is to be made or upon which a cross-connection is present.
- M. Person –  
Any individual, partnership, company, public or private corporation, political subdivision or agency of the State, agency or instrumentality of the United States, or any other legal entity.
- N. Permit –  
A document issued by the WPCA that allows the use of a backflow preventer.
- O. Pollutant –  
A foreign substance that if permitted to get into the public water system will degrade its quality so as to constitute a moderate hazard, or impair the usefulness or quality of the water to a degree which does not create an actual hazard to the public health but which does adversely and unreasonably effect such water for domestic use.
- P. Water Service Entrance –  
That point in the owner's water system beyond the sanitary control of the WPCA; generally considered to be the outlet end of the water meter and always before any unprotected branch.

2. **Administration**

- A. The WPCA will operate a cross-connection control program, to include the keeping of necessary records, which fulfills the requirements of the Commission's Cross-Connection Regulations and is approved by the Commission.
- B. The Owner shall allow his property to be inspected for possible cross-connections and shall follow the provisions of the WPCA's program and the Commission's Regulations if a cross-connection is permitted.
- C. If the WPCA requires that the public supply be protected by containment, the Owner shall be responsible for water quality beyond the outlet end of the containment device and should utilize fixture outlet protection for that purpose.

The Owner shall utilize the WPCA's service provider personnel to assist in the survey of his facilities and to assist in the selection of proper fixture outlet devices and the proper installation of these devices.

3. **Requirements**

A. **WPCA**

1.) On new installations, the WPCA's service provider will provide onsite evaluation and/or inspection of plans in order to determine the type of backflow preventer, if any, that will be required, and will issue the permit and perform inspection and testing services as required with the cost of any testing to be the responsibility of the Owner.

2.) For premises existing prior to the approval of this program, the WPCA's service provider will perform evaluations and inspections of plans and/or premises and inform the Owner by letter of any corrective action deemed necessary, the method of achieving the correction, and the time allowed for the correction to be made. Ordinarily, ninety (90) days will be allowed; however, this time period may be shortened depending upon the degree of hazard involved and the history of the device(s) in question.

3.) The WPCA will not allow any cross-connection to remain unless it is protected by an approved backflow preventer and which will be regularly tested to insure satisfactory operation.

4.) The WPCA's service provider shall inform the Owner by letter of any failure to comply by the time of the first re-inspection. The WPCA will allow an additional fifteen (15) days for the correction. In the event the Owner fails to comply with the necessary correction by the time of the second re-inspection, the WPCA will inform the Owner by letter that the water service to the Owner's premises will be terminated within a period not to exceed five (5) days. In the event that the Owner informs the WPCA of extenuating circumstances as to why the correction has not been made, a time extension may be granted by the WPCA but in no case will exceed an additional thirty (30) days.

5.) If the WPCA determines at any time that a serious threat to the public health exists, the water service will be terminated immediately.

6.) The WPCA will continue premise inspections to determine the nature of existing or potential hazards during the calendar year.

B. Owner

- 1.) The Owner shall be responsible for the elimination or protection of all cross-connections on his premises.
- 2.) The Owner, after having been informed by a letter from the WPCA, shall at his expense, install, maintain, and test, or have tested, any and all backflow preventers on his premises.
- 3.) The Owner shall correct any malfunction of the backflow preventer that is revealed by periodic testing.
- 4.) The Owner shall inform the WPCA of any proposed or modified cross-connections and also any existing cross-connections of which the Owner is aware but has not been found by the WPCA.
- 5.) The Owner shall not install a bypass around any backflow preventer unless there is a backflow preventer of the same type on the bypass. Owners who cannot shut down operations for testing of the device(s) must supply additional devices necessary to allow testing to take place during the normal working hours.
- 6.) The Owner shall install backflow preventers in a manner approved by the WPCA
- 7.) The Owner shall install only backflow preventers approved by the WPCA or the Commission.
- 8.) Any Owner having a private well or other private water source shall be required to install a backflow preventer at the service entrance if a private water source is maintained, even if it is not cross-connected to the WPCA's system.
- 9.) Plumbing installed by the Owner to provide potable water for domestic purposes must have its own backflow preventer installed.
- 10.) The Owner shall be responsible for the payment of all fees for permits, annual device testing, retesting in the case that the device fails to operate correctly, and second re-inspections for non-compliance with WPCA or Commission requirements.

4. **Degree of Hazard**

The WPCA recognizes the threat to the public water system arising from cross-connections. All threats will be classified by degree of hazard and will require the installation of approved reduced pressure principle backflow prevention devices or double check valves.

5. **Cross Connections**

The WPCA shall not permit a cross-connection within the public water supply system.

6. **Existing In-Use Backflow Prevention Devices**

Any existing backflow preventer shall be allowed by the WPCA to continue in service unless the degree of hazard is such as to supersede the effectiveness of the present backflow preventer, or result in an unreasonable risk to the public health. Where the degree of hazard has increased, as in the case of a residential installation converting to a business establishment, any existing backflow preventer must be upgraded to a reduced pressure principle device, or a reduced pressure principle device must be installed in the event that no backflow device was present.

7. **Periodic Testing**

- A. If an Owner has an operational well on the premises, it must be inspected at least every five years to ensure that there is an air gap between the well piping and the potable water service provided by the WPCA.
- B. Reduced pressure principle backflow devices shall be tested and inspected at least annually.
- C. Periodic testing shall be performed by the WPCA's service provider. This testing will be done at the owner's expense.
- D. The testing shall be conducted during regular business hours. When at the request of the owner, exceptions to this may require additional charges to cover the increased costs to the WPCA.
- E. Any backflow preventer that fails during a periodic test will be repaired or replaced. When repairs are necessary, the device will be re-tested at the owner's expense upon completion of repairs to insure correct operation. High hazard situations will not be allowed to continue unprotected if the backflow preventer fails the test and cannot be repaired immediately. In other situations, a compliance date of not more than fifteen (15) days after the test date will be established. The owner is responsible for spare parts, repair tools, or a replacement device. Parallel installation of two (2) devices is an effective means of insuring uninterrupted water service during testing or repair of devices and is strongly recommended when the owner desires such continuity.
- F. Backflow prevention devices will be tested more frequently than specified in paragraph 7.B. above in cases where there is a history of test failures and the WPCA feels that due to the degree of hazard involved, additional testing is warranted. Cost of the additional tests will be borne by the owner.

8. **Records and Reports**

- A. **Records** –  
The WPCA's service provider will initiate and maintain the following:

- 1.) Master files of customer cross-connections and backflow prevention devices.
- 2.) Master files of cross-connection tests and/or inspections.
- 3.) Copies of permits and permit applications.
- 4.) Copies of lists and summaries supplied to the Commission.

B. Reports

The WPCA's service provider will submit the following to the Commission:

- 1.) Initial listing of low hazard cross-connections to the State.
- 2.) Initial listing of high hazard cross-connections to the State.
- 3.) Annual update lists of items 1 and 2 above.
- 4.) Annual summary of cross-connections inspections to the State.

9. **Fees and Charges**

The WPCA will publish a list of fees or charges for the following services:

- A. Testing fees
- B. Re-testing fees
- C. Fee for re-inspection
- D. Charges for after-hours inspections or tests.

1. Strainers

The WPCA strongly recommends that all new retrofit installations of reduced pressure principle devices and double check valve backflow preventers include the installation of strainers located immediately upstream of the backflow device. The installation of strainer will preclude the fouling of backflow devices due to both foreseen and unforeseen circumstances occurring to the water supply system such as water main repairs, water main breaks, fires, periodic cleaning and flushing of mains, etc. The occurrences may "stir up" debris within the water main that will cause fouling of backflow devices installed without the benefit of strainers.

Approved By: Ledyard Water Pollution Control Authority

Date: \_\_\_\_\_

Supersedes: N/A

INSTALLATION OF WATER MAINS AT CUSTOMER REQUEST ON PUBLIC STREETS

1. Scope

This Policy is intended to cover the installation of water mains, by the Ledyard WPCA if so requested, or by others authorized by the WPCA to do so within the public right-of-way of streets, either as accepted or as proposed for acceptance, providing that any proposed street has received approval of the responsible municipal governmental authority where subdivision regulations and/or requirements for road acceptance are involved. It will not install mains on private property under the conditions of this Policy, unless the mains are intended to be incorporated into, and accepted into, the WPCA's water system.

2. Application

All requests for installation of water mains that are intended to become part of the WPCA's water system shall be made in writing to the WPCA's service provider. When a group of two or more customers are involved in one application, one of the group shall be designated as the person responsible for all negotiations and for accepting billing. When a business firm is involved, a duly authorized officer shall be designated as the person responsible. No construction will take place until an agreement is signed by all responsible parties representing the customer(s) and the WPCA.

3. Allocation of Work and Costs

a.

Work to be done	Accepted Street		Proposed Street	
	By	Cost	By	Cost
Review of Customer's request to determine relationship to system requirements, size of facilities to be built, and procedures to be followed.	WPCA's service provider	WPCA	WPCA's service provider	WPCA
Design for construction	WPCA's service provider	Cust.	Cust.	Cust.
Review of Customer Design	---	---	WPCA's service provider	WPCA

Construction to existing mains	WPCA's service provider	Cust.	WPCA's service provider	Cust.
Construction	WPCA's service provider	Cust.	Cust.	Cust.
Construction Inspection	WPCA's service provider	Cust.	WPCA's service provider	Cust.
<b>Work to be done</b>	<b>Accepted Street</b>		<b>Proposed Street</b>	
	<b>By</b>	<b>Cost</b>	<b>By</b>	<b>Cost</b>
Testing	WPCA's service provider	Cust.	WPCA's service provider	Cust.
Supervision of Testing	WPCA's service provider	Cust.	WPCA's service provider	Cust.
Sanitizing	WPCA's service provider	Cust.	Cust.	Cust.
Hydrants, Tees, Branches, Valves --Where required by agency accepting annual charges	WPCA's service provider	WPCA	Cust.	Cust.

- b. The WPCA's service provider shall determine, or approve, the size, type, and location of all water mains. The minimum main size shall be 8 inches. Should a pipe in excess of the minimum be required in order to serve the projected system requirement in excess of the size required by the customer, the WPCA will be responsible for the added cost of the pipe and fittings subject to the availability of public funds. In order to prevent the installation of water mains designed solely to serve only an individual customer's needs, it will be required that where no public funds are available, the customer shall be required to install pipe which is consistent with the projected system requirement.
- c. Benefit assessments will be derived in accordance with approved ordinances.
- d. Where the work is done by the WPCA's service provider, a deposit prior to construction equal to 100 percent of the estimated costs, or an adequate payment bond, will be required. Any excess of deposit over cost will be refunded; any deficit will be billed to the customer.
- e. The amount paid by the customer for construction by the WPCA's service provider shall be considered a "Contribution in Aid of Construction", and all rights and title to

the water main shall remain with the WPCA with all future maintenance at the expense of the WPCA. Where a water main is installed by a customer under private contract, all rights and title to the main shall be transferred in writing to the WPCA after testing and acceptance of the test by the WPCA's service provider and before any water is allowed to enter the new facilities for customer use.

4. Easements

- a. Although this Policy is not intended to cover water mains on private property, where necessary, connections on easements in subdivisions will be allowed in order to provide optimum flow characteristics. Easement documents satisfactory to the WPCA must be submitted prior to construction of any facilities.

5. General Requirements

- a. All work shall be done to Ledyard WPCA specifications. All testing shall be done in accordance with, and meet the requirements of, the WPCA.
- b. The cost of all work required for disinfection and water analysis shall be at the expense of the customer. Water analysis testing can be performed by either the WPCA's service provider or by a certified laboratory. All sample collection must be by a certified operator.

Approved By: Ledyard WPCA

Date: \_\_\_\_\_

Supersedes Previous Policy Dated: N/A

POLICY NUMBER

Page 1 of 1

MULTIPLE SERVICE CONNECTIONS TO PRIVATE WATER MAINS

1. No water service shall be connected to a water main or water service owned and controlled by a second party, including lessees or separate property owners, except condominiums where the main is owned by an Association composed of all owners of units in the complex.
2. The Ledyard WPCA cannot maintain a safe and adequate water supply and may have no legal right to use the pipes to deliver water to a customer when the pipes are controlled by a second party.
3. Privately owned water mains serving two or more separately owned properties are prohibited.

Approved By: Ledyard WPCA

Date: \_\_\_\_\_

Supersedes: N/A

OWNERSHIP OF WATER MAINS

1. Water mains installed within the limits of a Proposed Public Highway, such as an approved subdivision, by persons other than the Ledyard WPCA, shall have their ownership transferred to the Ledyard WPCA by virtue of a Water Main Extension Agreement entered into by, and signed by, the owner and a representative of the Ledyard WPCA prior to the construction, with the effective date of acceptance by the WPCA and ownership transfer being the date that the agreement is recorded in the Land Records of the Town of Ledyard.
2. Water mains installed within the limits of an Existing Public Highway by the Ledyard WPCA or its assignees as an extension of its system at the request of a second party paying for such extension, shall remain the property of the Ledyard WPCA in accordance with a Water Main Extension Agreement entered into by, and signed by, The Second Party and a representative of the Ledyard WPCA prior to construction, with the effective date of ownership rights vested in the Ledyard WPCA being the date of signing of the Agreement by both parties.
3. Water mains installed within the limits of a Private Right-of-Way by persons other than the Ledyard WPCA, such as tie lines across private property, may be considered for acceptance by the Ledyard WPCA as a public water main if, in the opinion of the Ledyard WPCA, there is sufficient justification to include the main as a system improvement. Consideration shall be given to such factors as flow characteristics, an evaluation of the main's contribution to the grid in support of a significant number of customers including fire protection customers, location on an accessible Right-of-Way, conformance to the WPCA's construction standards, absence of water contaminating factors including backflow potential, etc. Transfer of ownership shall be by virtue of a Water Main Extension Agreement covering the development or by a separate transfer of facilities document. Approval for the transfer shall be by the director of public works and the chairman of the WPCA.

Approved By: Ledyard WPCA

Date: \_\_\_\_\_

Supersedes: N/A

POLICY FOR RATE ADJUSTMENTS FOR SWIMMING POOL FILLING

In the past, Ledyard Water Pollution Control Authority (WPCA) customers could apply for and receive an adjustment for the cost of water used to fill a swimming pool one time each year.

Ledyard now purchases 100% of its water from the City of Groton as a result of recent upgrades to Ledyard's infrastructure including the Route 12 and Route 117 water mains. All water used by Ledyard is sourced from Groton as part of a long term regional interconnection strategy for the long term preservation of sustainable water sources.

Since Ledyard pays the cost of treating and pumping all water purchased from Groton, the past practice of providing discounts for large quantities of water used to fill swimming pools can not be continued. Any and all requests for adjustments (rate reductions or credits) for water used to fill swimming pools will not be accepted. This practice would unfairly shift the cost of swimming pool water to other WPCA rate payers.

However, any Ledyard WPCA customer that has sewer service can avoid having the sewer fee applied to the water used for swimming pool filling by obtaining a meter from Groton Utilities (GU) and measuring the actual volume of water used. The meter is to be promptly returned to GU in order to have the sewer fee waived for the pool water.

Alternate sources of commercially available water for such purposes include local bulk pool water supply companies. As always, Ledyard water customers have the option of purchasing water in bulk from these companies.

Approved by the WPCA:

THAWING FROZEN WATER SERVICES

1. It is the policy of the Ledyard WPCA not to thaw customer-owned frozen water facilities.
2. It will be the responsibility of the customer to have the water service thawed by a plumber at the customer's expense. If it can be satisfactorily demonstrated to the WPCA's service provider that the water service is frozen between the water main and the property line, the service provider will reimburse the property owner's plumber for the expense of thawing only this portion of the service.

Approved By: Ledyard WPCA

Date: \_\_\_\_\_

Supersedes Previous Policy Dated: N/A

WATER MAIN AND SERVICE DEFINITIONS AND MAINTENANCE RESPONSIBILITIES

1. Water Main:  
Any water pipe serving two or more buildings, or one building with two or more separate service branches (such as a shopping center or condominium), shall be considered a main.
  
2. Public Water Main:  
Any main on a public highway whether title has been transferred or not (including water mains that were installed by developers in new streets for which the Ledyard WPCA assumed ownership), or any main on public or private property whose title has been transferred to the Ledyard WPCA, or which was installed at Ledyard WPCA expense, shall be considered a public water main with maintenance by the WPCA.
  
3. Private Water Main:  
Any main on private property serving only one property shall be considered a private water main and title and maintenance responsibility for all pipe on private property shall remain in the name of the property owner. Pipe within the public highway shall be maintained by the Ledyard WPCA in accordance with service policy.  
  
Any main on private property which serves two or more separate properties but whose title has not been transferred to the Ledyard WPCA will be considered a private water main with cost of maintenance billed to the original property owner who installed the main, or the current property owner of record as indicated by the Town of Ledyard Land Records, as ownership of the pipe goes with ownership of the land on which it is located.
  
4. Water Service:  
Water Service is the branch piping connecting the building to the main.
  
5. DPUC Water Service  
For purposes of reporting to DPUC, “services” shall refer to pipes serving private property, i.e., pipes connecting to a public water main, or private water mains connecting to a public water main (with services off private water mains considered as part of the “service” and not counted separately).

Approved By: Ledyard WPCA \_\_\_\_\_

Date: \_\_\_\_\_

Supersedes: N/A \_\_\_\_\_

NUMBER OF WATER METERS AND SERVICES PER PREMISE

1. In general, separate premises (individually owned buildings or residential units) shall be metered separately.
2. Separate meters are required for each of the following:
  - a. Each separate residential dwelling.
  - b. Each separate commercial building. Contiguous units are considered one building.
  - c. Each separate residential or commercial unit in a condominium or apartment building, except as noted in 3.c. below. A separate meter is required for common facilities.
3. Master meters are permitted only for the following:
  - a. A combination of buildings owned or leased and occupied by one customer/corporation on one contiguous property as a place of business, "Contiguous Property" being property not bounded by facilities allowing public access, such as state highways or city streets.
  - b. Government and non-residential complexes where metered facilities extend to and through contiguous properties only.
  - c. In a condominium complex conversion where due to the physical layout of the existing building, or in an apartment building where the installation of separate meters would cause an unreasonable burden on the owner, the owner may request in writing giving sufficient justification that the separate meter requirement be waived.

Billing will be calculated by dividing the total consumption of each meter by the number of units on the meter; applying the rate to the result; adding a "Readiness to Serve" charge equivalent to a normal ¾-inch residential meter for each unit; and rendering one bill equal to the total for all units on the meter. Separate buildings require separate meters.
  - d. Wholesale for resale customers

4. Separate services from a main are required for separate buildings. A condominium building may have one service line with a common header within or outside the building in accordance with the Construction Standards of the Ledyard WPCA. Interconnection of the buildings is not permitted.

DRAFT

Approved By: Ledyard WPCA

Date: \_\_\_\_\_

Supersedes Previous Policy Date: N/A

WATER SERVICES: INSTALLATION AND MAINTENANCE RESPONSIBILITIES

1. Control and Supervision

- a. The Ledyard Water Pollution Control Authority (WPCA) shall have control and supervision of any installation, maintenance, or renewal of any water service pipe installed on its system, with ownership in accordance with succeeding sections of this policy.

2. Compliance with Ordinances

- a. Before the WPCA will furnish service, the customer shall comply with all applicable ordinances, codes, and requirements of Federal, State, or Municipal bodies and may be required to furnish to the WPCA satisfactory evidence of such compliance. Persons, firms, or corporations performing installation work may be required to show evidence of compliance with state licensing requirements.

3. Inspection

- a. All work on facilities serving large industrial or commercial installations which are master metered, located up to and including the meter, shall be done in accordance with WPCA specifications and shall be subject to the WPCA inspection, testing, and acceptance before water is provided for use.
- b. All work on facilities other than large industrial or commercial installations as covered under 3a of this policy, located from main to building, shall be subject to WPCA inspection, testing, and acceptance before water is provided for use.
- c. Prior to backfilling trenches, the customer shall make arrangements for inspection by the WPCA's service provider at least two hours in advance. Any facility backfilled without inspection, either intentionally, as an expediency, or in error, may be required to be uncovered for inspection. Notice may also be given to the property owner or notice placed on records of the WPCA and Town of Ledyard Land Records which may result in a cloud on the property title and inability to mortgage or resell the property.
- d. Water service will not be turned on or will be discontinued provided any defects are found in materials or workmanship or in case of any noncompliance with the WPCA construction standards until such defects have been remedied to the complete satisfaction of the WPCA. Backflow prevention devices where required must be in place.

- e. The cost of inspection required under this policy shall be borne by the property owner or his agent.

4. Changes in Customer's Service Installation

The customer shall give advance notice to the WPCA of any proposed change in location of his installation. No change in the customer's service installation shall be made until notice has been given and permission has been received from the WPCA. Failure to give notice of such changes shall render the customer liable for any damage to the meters or other apparatus and equipment of the WPCA caused by the changed installation.

5. Protection of Facilities

All customers must keep their service pipes, house pipes, and fixtures in good order and protected from freezing, and they shall be liable for any damage which may result from their failure to do so. The responsibility for thawing frozen water services shall be as outlined in the policy on thawing frozen water services .

6. Responsibility for Installation Work and Costs

All Town-owned or non-metered privately-owned mains which are in service will be tapped and service connections made by the WPCA or its contractors. New construction which does not involve tapping in-service facilities may be done by the property owner, providing suitable application and arrangements for future ownership and maintenance have been made with the WPCA.

Metered, privately-owned mains which are in service may be tapped and service connections made by the owner or by the WPCA at the owner's expense.

Excavation for service installations within a public highway may be done by the property owner or the Town, providing that if the property owner does the work, he obtains a road opening permit from either the State of Connecticut or the Town of Ledyard Public Works Department, depending on whether the public highway is under State or Town jurisdiction.

Excavation on private property may be done by the property owner or by the WPCA and/or its contractors.

The laying of service pipe may be done by the property owner or by the WPCA and/or its contractors.

Property owners will be responsible for the total cost of any installation or renewal of a service from the main to the building. The WPCA will maintain at its expense (but not replace or make any capital improvement to) any service from a Town-owned main to the property line. Ownership will remain with the property owner.

The installation of meter pits may be done by the property owner or by the WPCA at the property owner's expense.

The cost of all work required for disinfection and water analysis shall be at the expense of the customer. Water analysis testing can be performed by either the WPCA's service provider or by a certified laboratory. All sample collection must be by a certified operator.

7. Locations

Water services shall not be installed so that they run along a right-of-way in front of other properties, or in a similar manner so as to be, in effect, an extension of the main. Such construction shall be in accordance with the WPCA's requirements for extension of water mains.

Water services may cross intervening lots owned by others providing that each service to each separate building extends from the building to the main, serves no other property owned by others, and suitable easement rights are obtained which include the WPCA's right to provide service.

8. An authorized agent of the property owner may act in the property owner's place within the scope of this policy.

DRAFT

Approved By: Ledyard Water Pollution Control Authority\_\_\_\_\_

Date:\_\_\_\_\_

Supersedes Previous Policy Dated: N/A\_\_\_\_\_

## Draft Policy Proposal for Ledyard WPCA Water Leak Investigations

The following policy procedures are to be used for customers petitioning high water bills due to leaks:

1. It should be emphasized here that the customer is responsible for all water usage between the meter and the dwelling. As a nonprofit entity, the WPCA pays Groton Utilities for all water usage.
2. If the customer is also tied into WPCA sewer and the leak is outside the sewer system such as an outside faucet, then the WPCA commissioners may waive the sewer cost that is a result of the leak.
3. Upon a customer request, our service provider, GU will pull the meter to check for accuracy and report back to the customer the state of the meter.
4. No determination will be done until the following conditions are met:
  - a. Meter has been checked
  - b. Leak has been fixed with proof of repair (either a plumber, parts receipt or other documentation that shows leak repair)
  - c. A formal request has been made to the WPCA commissioners at their monthly meeting
5. The WPCA review officer will present all the information to the commissioners for review and a determination of relief based on their analysis of the information.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1542

**Agenda Date:** 4/25/2023

**Agenda #:** 2.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Ledyard Center Trail and Sewer Line Project status proceeding to a spring construction start continued.

**Background:**

A meeting was held with Groton Utilities, the Town Engineer and the WPCA Chairman. All issues have been resolved.

**Department Comment/Recommendation:**

(type text here)

Steve Masalin

water pollution control authority;Duarte, Mauricio <duartem@grotonutilities.com>

Good Afternoon,

By way of follow-up, I spoke with Nick DePalermo from Weston & Sampson further about our discussion to nail down the detail of the necessary revisions.

Here's the plan:

Curb stops/laterals: W & S has the property as-builts. As we discussed, they will overlay this info on the plans and will include language for any contingent relocation that may be necessary.

Sheet HWY-3: The hydrant will be relocated to just inside the roadside edge of the new path, vs across the path on the extreme angle.

Sheet HWY-4: The hydrant at Fairway Drive will be relocated to just inside the roadside edge of the new path. This will eliminate the uncertainties associated with the crossings of the drain line and new sewer line.

The hydrant at the Habitat for Humanity driveway will also be relocated to just inside the roadside edge of the new path.

Sheet HWY-7: The hydrant at the intersection of Gallup Hill Rd presently only shown as being reset will be relocated to about 5' from the new curbline of Gallup Hill Rd.

The interference of the hydrant at the trailhead by the bike rack will be eliminated by rotating/reconfiguring the bike rack area to allow the hydrant to stay in place.

Hopefully this covers everything. Please let me know. I will turn Nick on to completing the revisions when we're all set with this.

Thanks,

Steve

Steven E. Masalin, P.E.

Public Works Director, Town of Ledyard

741 Colonel Ledyard Hwy.

Ledyard, CT 06339

(860) 464-3238

[www.ledyardct.org](http://www.ledyardct.org)

Duarte, Mauricio <duartem@grotonutilities.com>

Steve Masalin;water pollution control authority

Good morning Steve,

I apologize for the delay, base on the changes we talked about we should be all set, these are some general notes of what we talked about in the meeting.

GEN-01 survey note #5 indicates that no utility records were received and verified for the design plans.

Curb Stops and laterals should be considered at all cut / fills, retaining walls, guardrails, etc. for both horizontal and vertical separations and depth requirements.

HWY-03: Hyd. #209 @ Town Greene Drive to be relocated to be closer to edge of road and on the south edge of the new bike path. OK by GU.

HWY-04: Hyd. #208 @ Fairway Drive to be relocated to be closer to edge of road and on south edge of new path. Concerned with this placement, since it will be close to the radius of the turn. This may be a location where large trucks (fire trucks or commercial vehicles) hit this hydrant when turning right onto Fairway, similar to situation that we have at Hurlbutt/Route 12 and at the Bestway on Route 12.

HWY-04: Hyd. #206 near Parke's Place restaurant. Proposed relocation OK by GU.

HWY-07: Hyd. #202 at the relocated intersection of Gallup Hill Rd & Colonel Ledyard Hwy to be located behind new curbing. OK by GU.

HWY-07: Hyd. #201 near the high school exit to be relocated to be closer to curb-line in order to avoid proposed bike rack location. OK by GU.

All hydrant locations should be reviewed by the Ledyard Fire Marshall.

Plans to include GU Water Spec Details.

All water utility work is to be inspected by GU and installed per GU requirements.

Thanks-

Mo

CITY OF GROTON  
DEPARTMENT OF UTILITIES – WATER DIVISION  
SITE PLAN REVIEW SHEET

Title of Plan: Colonel Ledyard Highway – Multi-Use Pathway Latest Revision Date: October 22'  
 Location Colonel Ledyard Highway & Gallup Hill Rd W.I.P. # \_\_\_\_\_  
 Engineer Weston & Sampson Phone # 860-513-1473  
 Reviewed By D. Lafontaine & M. Duarte Date of Review 5/12/23

Check for the Following:

Notes Required on Plan

		Yes	No
1.	Note - All water main and service installations shall conform to the City of Groton, Department of Utilities, Water Main and Service Construction Specifications, with most current revisions.	x_____	_____
2.	Note - Approved backflow preventers are required on all fire sprinkler and domestic water lines.	_____	x_____
3.	Note - Remote water meter read box required.	_____	x_____
4.	Size of water mains and services and note indicating minimum cover shall be 4' – 6" from finish grade.	x_____	_____
5.	Pipe separations -     10' min between water and sewer 10' min between water and buildings 5' min between water and catch basins or drain pipes.	x_____	_____
6.	Site must be at subgrade before water utilities can be installed.	x_____	_____
7.	Valve locations - All branch line valves to be located as close as possible to main lines.	x_____	_____
8.	Engineer should provide flow calculations to confirm hydrant flow and domestic flow requirements (meter size).	_____	x_____
9.	Architectural plans showing utility room locations and entry point of water service.	_____	x_____
10.	Meter location inside building or meter pit.	_____	x_____
11.	Comments:     Plans APPROVED with CONDITIONS. Final Approved plans should address comments on page #2 of this review.		

11. Comments: (Continued)

1. Existing curb-boxes will require height adjustments depending on grade changes and/or relocated as required. Groton Utilities (GU) Project Management Staff to observe/inspect all field work.
2. All water main and service pipe crossings at new sewer and drainage pipes are to be per Groton Utilities (GU) Specifications Technical Spec. Drawing #5
3. Provide the following GU Water Standards – Technical Drawings on Detail Sheets of the drawing set:
  - a. Drawing #1 – Gate Box Detail
  - b. Drawing #2 – Gate Valve Connection Detail
  - c. Drawing #3 – Tapping Sleeve & Valve Detail
  - d. Drawing #4 – Thrust Block Details
  - e. Drawing #5 – Sewer & Drainage Crossing Detail
  - f. Drawing #6 – Hydrant & Valve Assembly
  - g. Drawing #7 – Brass Wedge Detail
  - h. Drawing # 11 – REV. Typical 1” Service Detail
  - i. Drawing #20 – REV. Typical Trench Detail
4. Note: All hydrant relocations to be confirmed with Ledyard Fire Marshall.
5. Note: All hydrants to be relocated/installed per GU Specifications and Standards and are to be min. of 24” behind curb. GU representative to inspect all work.
6. Note: All Water Service Interruptions / Scheduled Shutdowns are to be coordinated with GU Project Management.
7. Note: Valves and Service Curb Stops are to be operated by GU staff only.
8. Sheet HWY-03: Hyd. #209 @ Town Greene Drive to be relocated to be closer to edge of road and on the south edge of the new bike path. OK by GU.
9. Sheet HWY-04: Hyd. #208 @ Fairway Drive to be relocated to be closer to edge of road and on south edge of new path and moved to the east to be further away from Fairway Drive radius in order to keep large vehicles from hitting the hydrant when turning right onto Fairway Drive.
10. Sheet HWY-04: Hyd. #206 @ Colby Drive near Parke’s Place restaurant. Proposed relocation to west side of Colby Drive at intersection of Colonel Ledyard Highway. OK by GU.
11. Sheet HWY-07: Hyd. #202 at the relocated intersection of Gallup Hill Rd & Colonel Ledyard Hwy to be located behind new curbing. OK by GU.
12. Sheet HWY-07: Hyd. #201 near the high school exit to be relocated to be closer to curb-line in order to avoid proposed bike rack location. OK by GU.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1558

**Agenda Date:** 5/23/2023

**Agenda #:** 3.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Residents and Property owners (1 Rosemarie Court).

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

*Christina can you add this to the minutes / agenda?*

*Paula  
E*

I contacted Town of Ledyard on Nov 4, 2022 for trash and water service. On Mon 11-7-2022 WPCA techs arrived to install a new meter and turned service on. They indicated that the meter was not below frost line and returned 11-21-22 to lower the meter.

My water consumption from 11-7-22 thru 11-21-22 was normal.

From 11-21-22 after lowering the meter, increased pressure likely caused multiple leaks .

I had no knowledge of nor the extent of the excessive water until 12-12-2022, when a WPCA tech came to tell me I was using an excessive amt. Of water. WPCA had knowledge of this situation but did not inform me for 21 days. No data log report was ever supplied to me.

WPCA was in the position to detect an excessive use due to a leak and that a new meter would likely allow greater output pressure

With the potential result of a break.

WPCA was in the best position to know that a drain storm system proximate to the downstream water line , would likely capture the leaking water ~~car~~ bringing it back into the system. This situation deprived me from detecting a leak, as there was no pooling, np puddling, no surface indication of a leak.

As the property owner, I am not an indemnifier nor an

insurer of the WPCA, yet I am expected to reimburse the WPCA for the excessive water flow. This position is grossly unfair to a homeowner. An approach that is used in such situations in other municipalities is to require the homeowner to pay an estimated bill based on their average consumption. This is the approach used here.

*that should be*

1 ~~4~~-28-2023

*Cindy Stuyers*

I started a condensed time line working with the GU communications first. While I will attempt to add information from the customer Cindy Sturgis, there are two related issues with the GU information that should be addressed now. The "Read Check" on Nov 23 of 121,540.9 gallons is one hundred fold higher than the 1,215 gallon usage shown on the Billing Reading of Nov 21 (starting from when the meter was installed). After Tina forwarded the high "Read Check" value on Nov 23, was the first action by Gu taken on Dec 12?

The Billing Reading of only 1,215 gallons on Nov 21 in the customer's Nov 30 & Dec 31 bills is probably an error and this has caused significant confusion. The printed data log and accompanying notes in "1 Rosemarie Series of Events 2023PDF.pdf" are consistent with a steady leak that was present from the installation of the meter until some time around the Dec 21 meter reading.

Jim Ball

Time Line thus far.

Date	GU data	Gallons
8/8	Excess water feed from Holmberg station starts	
11/4	Turn on order scheduled, water already on	
11/7	Jumper replaced with meter == 0 gallons	0
11/21	Meter lowered below frost line	
11/21	Billing Meter Reading	1,215
11/23	Read Check pulled 121,541 gallons	121,541
12/12	Reading at residence, lower pressure, per owner not shutoff	285,764
12/13	Data log: 6.5 gal/min constant from 11/8, 2hr off on 11/21 for lowering	
12/14	8AM shut off by GU. Prior 2PM turned on by other	
12/15	Off/On by other, stated repaired	
12/16	GU checked at 8AM, status not clearly stated	
12/21	Billing Meter Reading	312,891
12/23	Customer requested GU shut off because of continued leak. GU shut off and was not contacted further to turn back on.	
1/20/2023	Usage from 12/21 until 1/20 was 6414 gallons	319,305

Duarte, Mauricio <duartem@grotonutilities.com>

To:water pollution control authority

Thu 5/4/2023 6:30 AM

Good morning Ed,

Regarding 1 Rosemarie Court, there was no previous meter, and it had been vacant for several years. We took the straight pipe to install our meter, our procedure is to wait for the meter to stop running before we leave the job site, and we did not do that. There was usage on that meter since we installed it; we didn't find the leak till the next read cycle since we read monthly.

When we lowered the piping for the meter, everything was inside the pit; therefore, we had to take the top frame out and cut the copper to reduce it. We wouldn't need to disturb either side of the water line. The same meter we installed after taking the straight pipe out is the same one that is currently there.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1687

**Agenda Date:** 5/23/2023

**Agenda #:** 4.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Waste Treatment pump installation update.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

becca Avenson <ravenson@smithandloveless.com>

Paul Russell <prussell@r-r-inc.com>; Stephen Banks; John Kelly <jkelly@smithandloveless.com>

water pollution control authority; Jim Russell <jrussell@r-r-inc.com>

Paul,

Will do, right now it is the week of June 26th but I will put that we can move up if something opens up.

Thank you,

Rebecca Avenson

Customer & Field Service Coordinator

Pumping, Headworks & Treatment Solutions

14040 Santa Fe Trail Dr.

Lenexa, KS 66215

Office: (913) 888-5201 ext. 230

smithandloveless.com

Paul Russell <prussell@r-r-inc.com>

Rebecca Avenson <ravenson@smithandloveless.com>; Stephen Banks; John Kelly  
<jkelly@smithandloveless.com>

water pollution control authority; Jim Russell <jrussell@r-r-inc.com>

Rebecca,

We are going to hold off on start up for this week. Please schedule us for the next available date.  
Looking like any date past may 18th

Ledyard will be getting the power set up for 208V.

Thank you!— Paul

Sent from the road!

Paul Russell

Russell Resources, Inc.

860-480-1324

Prussell@r-r-inc.com.



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1656

**Agenda Date:** 5/23/2023

**Agenda #:** 5.

---

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 #:** 23-1688

**Agenda Date:** 5/23/2023

**Agenda #:** 1.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

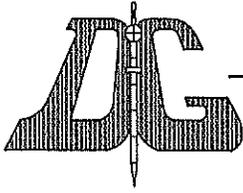
New Application for blasting - Baldwin Hill Road.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)



# DIETER & GARDNER, INC.

LAND SURVEYING • PLANNING • CIVIL ENGINEERING

1

Ledyard Planning and Zoning Commission May 11, 2023

Re: Special Permit Application  
B & R Holding Company, LLC  
1340 Baldwin Hill Road

Site plan has been prepared in accordance with section 8.16 and Appendix B of the Zoning Regulations. Area of future rock removal 6.8+/- acres in accordance with Appendix B (site plan check list).

RECEIVED

MAY 11 2023

LAND USE DEPARTMENT

B-1 plan as required 3 sets 24" x 36" and 8 sets 11" x 17"



- A. Property and application information:
1. Address of the property and Map/Block/lot; - Provided
  2. Name and address of owner of record; - Provided
  3. Name and address of the applicant. - Provided
- B. A zoning compliance chart or table that indicates the dimensional, use, and any other relevant standards such as parking and loading requirements for the property in the Zone and how the proposed structure and uses will comply with the requirements. - Not Applicable
- C. An approval block in the Site Plan for Commission Chairman or Secretary, date of approval, and date of expiration. (Required only for Site Plans requiring Commission approval, including Site Plans Submitted as part of Special Permit applications). - Provided
- D. Names and addresses of current owners of property within 100 feet of the parcel as shown in the Assessor's records, including across from any street/ road, right of way, river and/or municipal boundary, and properties sharing a driveway with the subject property. - Provided
- E. Zone of site and of all within 500 feet. - Provided
- F. North arrow (if other than north American Datum (NAD) 83 the applicant shall state why and provide standard for alternative), scale, names(s) of person(s) preparing plan, date of drawing, and any revision date with description of revisions (revision dates shall appear on each plan sheet that has been revised and shall include a description of revisions)

B-2 Parcel Information-Boundary, Topography, Wetlands and Watercourses Soils, etc.

- A. Property boundaries (Class A-2 dimensions, angles, and area of the parcel and/or parcels subject to the application). - Provided
- B. Existing and proposed street and lot lines and the dimensions of applicable Setbacks. - Not Applicable
- C. Existing and proposed contour lines. For all of the parcel within 100 feet of any proposed work (including construction, excavation, filling, grading, and clearing of vegetation), the contour interval shall be no greater than two (2) feet (T-2 or T-3 accuracy). Topography taken from USGS

- D. Quadrangle interpolation shall not be acceptable for such areas, but may be used for other portions of the site. The Commission may require the applicant to submit design drawing(s), including cross sections and elevation, of all proposed activity. Additional spot elevations may be required where necessary to indicate drainage patterns. - Provided
- E. Any existing or proposed easements and deed restrictions affecting the property including Utility Easements, Right of Way, Conservation or Open Space areas including any area/easements required by the Inland Wetlands Commission. -Provided

#### B-3 Soils Data, Wetlands and Waterbodies, CAM, FEMA and Watersheds

- A. Identification of surface and groundwater resources on and around the site, including any public or private domestic users of such waters; the depth to groundwater and description of adjacent soils, and an evaluation of the impact of the proposal on existing and potential surface and ground drinking water supplies. The Commission may require additional information necessary to ensure protection of water resources and may require that the report be prepared by a hydrogeologist or other qualified professional. – Not Applicable
- B. Where appropriate, the mean high-water line, the flood hazard boundaries, And the channel encroachment line should also be shown. –Not Applicable
- C. If an inland wetlands and watercourses permit is required, an application to the wetlands agency shall be made prior to, or on the same day, as submission of the application for the Zoning Permit. –Provided
- D. Areas within 100 year flood hazard areas as delineated by the Federal Emergency Management Agency (FEMA) and as shown on the most recently amended maps prepared by FEMA must be shown with a note saying “Limits of Flood Hazard Zone are approximate and are scaled from the Federal Flood Hazard maps. “When a lot does not include land within the 100-year flood hazard area, the map shall include the following notation: “This lot does not include land areas within the Federal Emergency Management Agency’s 100-year flood hazard area”. - Not Applicable
- E. Any boundaries of any sub-regional watersheds that lie within the site, as shown on maps available from the Natural Resources Center of the Department of energy and Environmental Protection including the boundaries of Groton Utility Watershed Areas. – Not Applicable
- F. All soil types per ”Soil Survey of New London County, Connecticut. “Provide signature block for soil scientist certifying that all wetlands and watercourses have been delineated or that there are none on the property shall be placed on the plans. – Provided on the previous plan.
- G. Demarcation line showing CAM boundary. – Not Applicable

#### B-4 Site Features; Structures and Uses; Site and Building Detail

- Not Applicable

B-5 Access and Parking – Not Applicable

B-6 Utilities and Drainage - Not Applicable

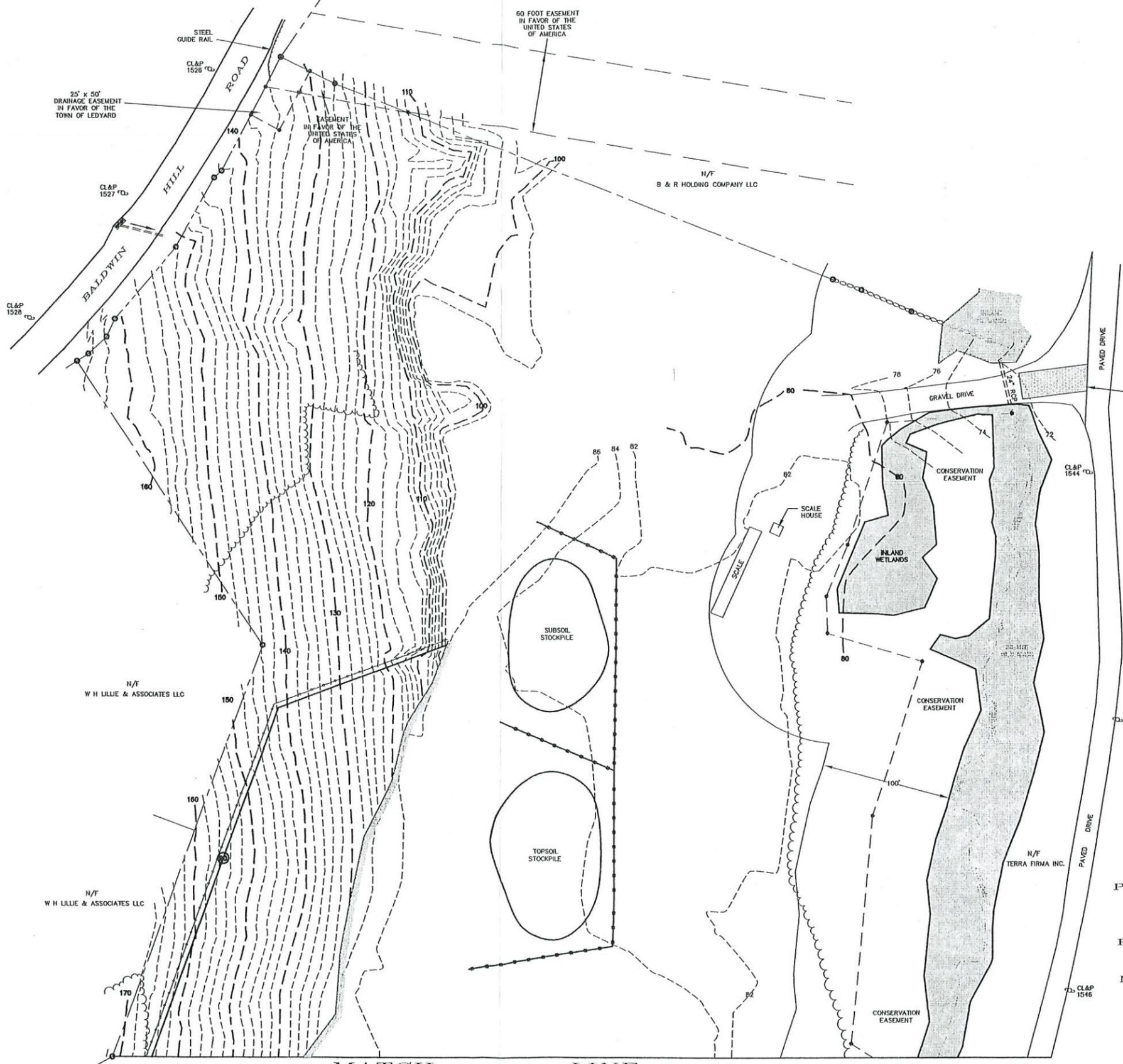


Peter C. Gardner  
President Dieter & Gardner, Inc.





NAD 83



APPROVED BY THE LEDYARD PLANNING AND ZONING COMMISSION AS TO THE COMPLIANCE WITH THE ZONING REGULATIONS.

ALL IMPROVEMENTS SHALL BE COMPLETED BY \_\_\_\_\_ DATE \_\_\_\_\_

CHAIRMAN OR SECRETARY \_\_\_\_\_ DATE \_\_\_\_\_

---

EROSION AND SEDIMENT CONTROL PLAN CERTIFIED BY VOTE OF THE LEDYARD PLANNING AND ZONING COMMISSION

CHAIRMAN OR SECRETARY OF THE LEDYARD PLANNING AND ZONING COMMISSION \_\_\_\_\_ DATE \_\_\_\_\_

LEGEND

- STONE WALL
- PROPERTY LINE
- STREET LINE
- EXISTING CONTOUR
- PROPOSED GRADE AT END OF QUARRY ACTIVITY
- UTILITY POLE
- TOE OF LEDGE CUT APRIL 10, 2023
- TREE LINE APRIL 10, 2023
- INLAND WETLANDS
- CENTERLINE FLAT BROOK
- SILTFENCE OR HAYBALES
- 6 FOOT HIGH CHAIN LINK FENCE TO BE INSTALLED



**DIETER & GARDNER**  
 LAND SURVEYORS • PLANNERS  
 1841 CONNECTICUT ROUTE 12  
 P.O. BOX 335  
 GALES FERRY, CT. 06335  
 (860) 464-7455  
 EMAIL: DIETER.GARDNER@YAHOO.COM

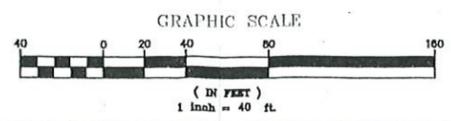
THE STONE WALLS AND/OR FENCES SHOWN AS BOUNDARIES MAY HAVE IRREGULARITIES OF COURSE BETWEEN PRINCIPAL POINTS OF COURSE INDICATED.

NOTE: BOUNDARY LINES OF ADJOINING PROPERTIES ARE SHOWN FOR GENERAL INFORMATION PURPOSES ONLY AND ARE NOT TO BE CONSTRUED AS BEING ACCURATELY LOCATED OR DEPICTED.

© THIS DRAWING IS THE PROPERTY OF THE LAND SURVEYOR. THIS PLAN AND REPRODUCTIONS, ADDITIONS OR REVISIONS OF THIS PLAN ARE NOT VALID WITHOUT THE EMBOSSED SEAL AND SIGNATURE OF THE LAND SURVEYOR WHO PREPARED THIS PLAN. JOB# 23-028.DWG FBK#322

THE WORD "CERTIFY" IS UNDERSTOOD TO BE AN EXPRESSION OF THE PROFESSIONAL OPINION BY THE LAND SURVEYOR WHICH IS BASED ON HIS OR HER BEST KNOWLEDGE, INFORMATION AND BELIEF, AS SUCH IT CONSTITUTES NEITHER GUARANTEE OR WARRANTY.

MATCH LINE



PLAN PREPARED TO ACCOMPANY  
 SPECIAL PERMIT APPLICATION  
 PROPERTY OF  
 B & R HOLDING COMPANY, LLC  
 1340 BALDWIN HILL ROAD  
 MAP 134 BLOCK 140 LOT 1340  
 LEDYARD, CONNECTICUT  
 SCALE: 1"=40'  
 MAY 2023  
 REVISED: MAY 10, 2023

THIS MAP AND SURVEY HAS BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b-1 THROUGH 20-300b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES—MINIMUM STANDARDS OF ACCURACY, CONTENT AND CERTIFICATION FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT, ADOPTED EFFECTIVE JUNE 21, 1996, REVISED OCTOBER 26, 2018. IT IS A BOUNDARY SURVEY BASED ON A DEPENDENT RESURVEY CONFORMING TO HORIZONTAL ACCURACY CLASS "D", TOPOGRAPHIC ACCURACY T-2. TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

TITLE: LAND SURVEYOR CT No. 14208  
 DATE: MAY 1, 2023



EROSION AND SEDIMENT CONTROL PLAN

THE ACCOMPANYING PLANS PROVIDE THE FOLLOWING INFORMATION FOR THE IMPLEMENTATION OF THIS PLAN:

- LOCATION OF SEDIMENT CONTROL BARRIERS
- FINISHED GRADES TO BE ACHIEVED

PLAN HAS BEEN PREPARED TO ADDRESS SECTION 12.4 OF THE ZONING REGULATIONS USE OF THIS PROPERTY IS FOR PROCESSING AND REMOVAL OF ROCK/STONE/GRAVEL/SAND AND OTHER MATERIALS THAT HAS BEEN Ongoing SINCE PRIOR TO ZONING REGULATIONS BEING ENACTED. WHERE STONE IS BEING REMOVED, GRADES EXCEED 20% IN PLACES, WHEN STONE REMOVAL OPERATION IS COMPLETE, SITE WILL HAVE A GRADE OF LESS THAN 2%. THERE ARE INLAND WETLANDS ON THIS PROPERTY.

CHRISTOPHER McLAUGHLIN 860-480-0767 WILL SERVE AS CONTACT PERSON FOR IMPLEMENTING EROSION AND SEDIMENT CONTROL MEASURES ON THIS PLAN.

CONSTRUCTION SEQUENCE:

1. REMOVE EXISTING VEGETATION AND TOPSOIL WITHIN THE LIMITS OF CONSTRUCTION.
2. STRIP TOPSOIL AND STOCKPILE AS SHOWN.
3. FOLLOWING REMOVAL OF ROCK/STONE/GRAVEL/SAND, FINISH GRADE ALL DISTURBED AREAS.
4. LOAM AND SEED ALL DISTURBED AREAS.
5. MAINTAIN ALL SEDIMENT AND EROSION CONTROL UNTIL ALL AREAS HAVE BEEN STABILIZED.

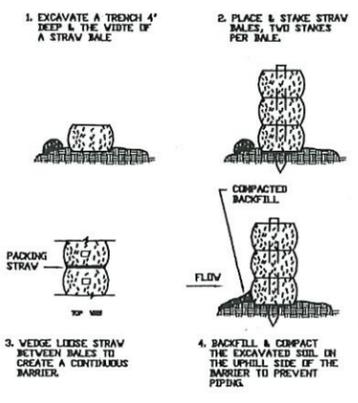
MAINTENANCE:

INSPECT SEDIMENT BARRIERS AFTER EACH STORM EVENT AND REPAIR OR REPLACE AS NECESSARY. CLEAN OUT OF ACCUMULATED SEDIMENT IS NECESSARY IF 1/2 OF THE ORIGINAL HEIGHT OF THE BARRIER BECOMES FILLED IN WITH SEDIMENT.

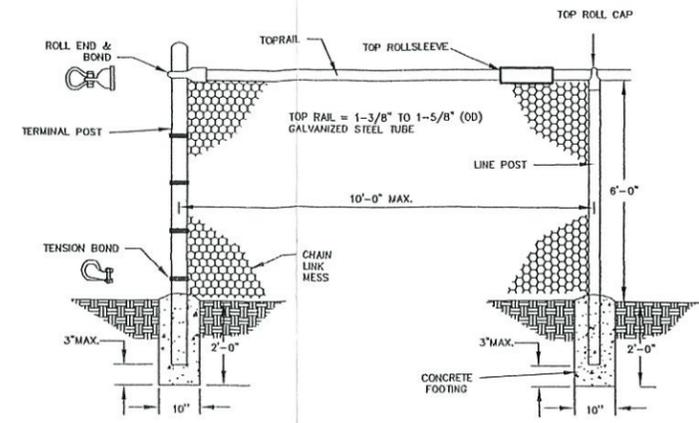
PERMANENT SEEDING:

SEED BED PREPARATION: FINE GRADE AND RAKE SOIL SURFACE TO REMOVE STONES LARGER THAN 2" IN DIAMETER. APPLY LIMESTONE AT A RATE OF 90 lbs./1000 S.F. FERTILIZE WITH 10-10-10, OR EQUIVALENT, AT A RATE OF 7.5 lbs./1000 S.F. WORK LIMESTONE AND FERTILIZER INTO SOIL UNIFORMLY TO A DEPTH OF 4" WITH A HARROW OR EQUIVALENT. SEED APPLICATION: APPLY LAWN SEED BY HAND, CYCLONE SEEDER OR HYDROSEEDER. LIGHTLY DRAG OR ROLL THE SEED SURFACE TO COVER SEED. SEEDING SHOULD BE DONE BETWEEN APRIL 15 AND JUNE 15 OR BETWEEN AUGUST 15 AND SEPTEMBER 30. REPEAT MULCHING PROCEDURE BELOW UNTIL SEEDING CAN TAKE PLACE. NOTE: IF HYDROSEEDER IS USED, INCREASE SEED MIXTURE BY 10%. MULCHING: IMMEDIATELY FOLLOWING SEEDING, MULCH THE SEEDBED SURFACE WITH STRAW OR HAY AT A RATE OF 70 lbs./1000 S.F. SPREAD MULCH BY HAND OR MULCH BLOWER. PUNCH MULCH INTO SOIL SURFACE WITH TRACK MACHINE OR DISK HARROW.

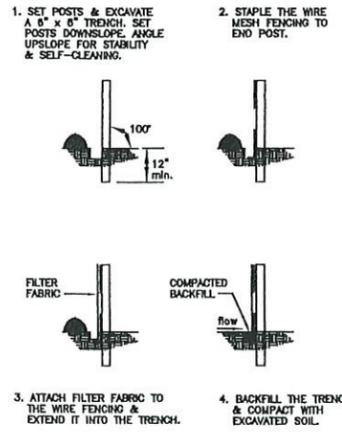
HOURS OF OPERATION MONDAY TO SATURDAY 8:30 A.M. TO 5:30 P.M. IT IS EXPECTED THAT ROCK REMOVAL WILL BE COMPLETED BY 5/1/2027.



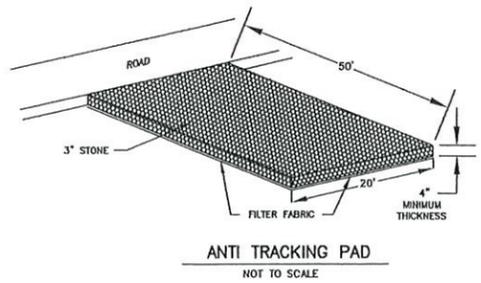
CONSTRUCTION OF A STRAW BALE BARRIER  
NOT TO SCALE



CHAIN LINK FENCE DETAIL  
NOT TO SCALE



FILTER FABRIC SEDIMENT BARRIER  
NOT TO SCALE



ANTI TRACKING PAD  
NOT TO SCALE

THIS DRAWING IS THE PROPERTY OF THE LAND SURVEYOR. THIS PLAN AND REPRODUCTIONS, ADDITIONS OR REVISIONS OF THIS PLAN ARE NOT VALID WITHOUT THE EMBOSSED SEAL AND SIGNATURE OF THE LAND SURVEYOR WHO PREPARED THIS PLAN. JOB#23-026.DWG FBK#322

**DIETER & GARDNER**  
LAND SURVEYORS • PLANNERS  
1641 CONNECTICUT ROUTE 12  
P.O. BOX 335  
GALES FERRY, CT. 06335  
(860) 464-7455  
EMAIL: DIETER.GARDNER@YAHOO.COM

PLAN SHOWING  
EROSION AND SEDIMENT CONTROL  
NARRATIVE AND DETAILS  
PREPARED TO ACCOMPANY  
SPECIAL PERMIT APPLICATION  
PROPERTY OF  
B & R HOLDING COMPANY, LLC  
1340 BALDWIN HILL ROAD  
MAP 134 BLOCK 140 LOT 1340  
LEDYARD, CONNECTICUT  
MAY 2023  
REVISED: MAY 10, 2023



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1691

**Agenda Date:** 5/23/2023

**Agenda #:** 2.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Motion to APPROVE payment of Groton Utilities invoice #0023295, dated February 28, 2023, in the amount of \$3327.61, for Ledyard Emergency services and materials through February 19, 2023.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

PO 20232883



**GROTON UTILITIES**  
At Your Service

295 Meridian Street - Groton, Connecticut 06340  
Tel: 860-446-4025 Fax: 860-446-4075

DATE	INVOICE NO
2/28/2023	0023295

<b>BILL TO</b>
Ledyard, Town of 741 Colonel Ledyard Hwy Ledyard, CT 06339-1511

<b>DUE DATE</b>
3/30/2023

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS OUTSTANDING BALANCE						3,478.40
WO Billing until 02/19/2023:						
0028992 - Services	1.00	295.00	295.00	0.00	0.00	295.00
0028992 - Materials	1.00	3,032.61	3,032.61	0.00	0.00	3,032.61
		<b>INVOICE TOTAL:</b>	3,327.61	0.00	0.00	3,327.61

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at

Customer Name: Ledyard, Town of  
Customer No: 000205  
Account No: 0015791 - 28992 Ledyard Emergencies FY2023 - FY2025

DUE DATE	INVOICE NO
3/30/2023	0023295

Please remit payment by the due date to:

City of Groton  
Groton Utilities 860-446-4025  
295 Meridian Street  
Groton, CT 06340-

Invoice Total:	3,327.61
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	6,806.01

**INVOICE BALANCE:** \$3,327.61  
**AMOUNT PAID:** \_\_\_\_\_

<b>Ledyard Billable</b>								
<b>WO Audit Report</b>								
<b>Until 02/19/2023</b>								
<b>WO Number</b>	<b>Labor</b>	<b>Materials</b>	<b>Services</b>	<b>Activity</b>	<b>Units</b>	<b>Date</b>	<b>Description</b>	<b>Notes</b>
0028992	-	18.31	-	18.31	6.00	02/16/2023	02011100 - Concrete Block-Catch Basin	
0028992	-	22.69	-	22.69	3.00	02/16/2023	03027000 - Concrete Mix	
0028992	-	1.32	-	1.32	2.00	02/16/2023	02010100 - Concrete Brick	
0028992	-	38.11	-	38.11	1.00	02/16/2023	05026002 - Megalug 6(in)	
0028992	-	2,903.51	-	2,903.51	1.00	02/16/2023	05031049 - Hydrant 5(ft) 5 1/4(in) 6 MJ Yellow O/L A423	
0028992	-	25.67	-	25.67	1.00	02/16/2023	05026003 - Megalug Bolt Package 6(in)	
0028992	-	23.00	-	23.00	1.00	02/16/2023	12220001 - Loam	
0028992	-	-	295.00	295.00	1.00	02/17/2023	323 Baldwin Hill Rd - OL Upper Stem 87	Water & Sewer Specialties
<b>Report Totals</b>	-	<b>3,032.61</b>	<b>295.00</b>	<b>3,327.61</b>				

WATER & SEWER SPECIALTIES  
 131 BROWNSTONE AVE  
 P.O. BOX 414  
 PORTLAND, CT 06480  
 Phone: 860-342-5318  
 Fax: 860-342-4445  
 E-mail: info@waterandsewerspecialties.com

# INVOICE

S.O. NUMBER	INVOICE DATE	INVOICE NUMBER
-------------	--------------	----------------

31823	1/30/2023	70766
-------	-----------	-------

**BILL TO:**  
 City of Groton  
 295 Meridian St.  
 Groton, CT 06340  
 apinvoices@grotonutilities.com



**SHIP TO:**  
 Groton City of  
 Water Department  
 1240 Poquonnock Road  
 Groton, CT 06340

**RECEIVED**  
 FEB - 3 2023  
 ACCOUNTS PAYABLE  
 GROTON UTILITIES

P.O. NUMBER	SHIP VIA	SHIP DATE	TERMS
Dan Flight	O.T.	1/23/2023	Net 30

DESCRIPTION	ORDERED	B/O	SHIPPED	EACH	AMOUNT
5 1/4" OL Upper Stem 87-Present Mueller Centurion A42311	1	0	1	295.00	295.00

**RECEIVED**  
 FEB 14 2023

APPROVED BY: *[Signature]*  
 DATE: 2-8-2023  
 PO NO. 28992  
 323 Baldon Hill Road

PLEASE REMIT PAYMENTS TO:  
 P.O. BOX 414  
 PORTLAND, CT 06480

Subtotal	\$295.00
Sales Tax (0.0%)	\$0.00
<b>Total:</b>	<b>\$295.00</b>

**WATER & SEWER SPECIALTIES L.L.C.**  
**131 BROWNSTONE AVE.**

**PO BOX 414  
 PORTLAND, CT 06480**

**TEL: (860) 342-5318  
 FAX: (860) 342-4445**

**SHIPPING TICKET**

**E-mail: info@waterandsewerspecialties.com**

<b>DATE</b>	<b>S.O. #</b>
1/20/2023	31823

<b>NAME/ADDRESS</b>		<b>SHIP TO</b>		
City of Groton 295 Meridian St. Groton, CT 06340 apinvoices@grotonutilities.com		Groton City of Water Department 1240 Poquonnock Road Groton, CT 06340		
<b>CUSTOMER P.O</b>	<b>TERMS</b>	<b>SHIP VIA</b>	<b>SHIP DATE</b>	
Dan Flight	Net 30	O.T.	1-23-2023	
<b>DESCRIPTION</b>		<b>QTY</b>	<b>B/O</b>	<b>SHIPPED</b>
5 1/4" OL Upper Stem 87-Present Mueller Centurion A42311		1	0	1

**TERMS & CONDITIONS**

All claims for shortages, damages, and errors in this shipment must be made within 24 hours of receipt. We will not assume any responsibility for same. If delivery was made by common carrier, claims must be filed with the carrier upon receipt of goods. No merchandise will be accepted for return or adjustment without prior written consent. Returns are subject to a 25% restock fee. Some special order items may not be allowed to be returned as each factory has its own policy. Special order items if allowed to be returned, may carry a higher than 25% restock fee. A service charge will be applied on past due balances. NO RETURNS are allowed and NO REFUNDS will be made on pipe, specialty fabricated pipe or fittings, tubing, meters or underground meter vaults (meter pits).

**Signature** \_\_\_\_\_

**Print Name**



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1690

**Agenda Date:** 5/23/2023

**Agenda #:** 3.

---

AGENDA REQUEST  
GENERAL DISCUSSION ITEM

**Subject:**

Motion to APPROVE payment of Groton Utilities invoice #0023391, dated April 30, 2023, in the amount of \$1551.06, for Ledyard Emergency Labor through April 23, 2023.

**Background:**

(type text here)

**Department Comment/Recommendation:**

(type text here)

PO 2023 2883



**GROTON UTILITIES**  
At Your Service

295 Meridian Street - Groton, Connecticut 06340  
Tel: 860-446-4025 Fax: 860-446-4075

DATE	INVOICE NO
4/30/2023	0023391

BILL TO
Ledyard, Town of 741 Colonel Ledyard Hwy Ledyard, CT 06339-1511

DUE DATE
5/30/2023

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS OUTSTANDING BALANCE						3,562.61
WO Billing until 04/23/2023:						
0028992 - Labor	1.00	1,551.06	1,551.06	0.00	0.00	1,551.06
<b>INVOICE TOTAL:</b>			<b>1,551.06</b>	<b>0.00</b>	<b>0.00</b>	<b>1,551.06</b>

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at

Customer Name: Ledyard, Town of  
Customer No: 000205  
Account No: 0015791 - 28992 Ledyard Emergencies FY2023 - FY2025

DUE DATE	INVOICE NO
5/30/2023	0023391

Please remit payment by the due date to:

City of Groton  
Groton Utilities 860-446-4025  
295 Meridian Street  
Groton, CT 06340-

Invoice Total: 1,551.06  
Discounts: 0.00  
Credit Applied: 0.00  
Ending Balance: 5,113.67

**INVOICE BALANCE: \$1,551.06**  
**AMOUNT PAID: \_\_\_\_\_**

<b>Ledyard Billable</b>						
<b>WO Audit Report</b>						
<b>Until 04/23/2023</b>						
<b>WO Number</b>	<b>Labor</b>	<b>Activity</b>	<b>Units</b>	<b>Date</b>	<b>Description</b>	<b>Notes</b>
0028992	128.75	128.75	1.50	03/17/2023	LaFontaine, Douglas	LEDYARD EMERGENCY
0028992	312.91	312.91	5.50	03/31/2023	Blacker, Katherine	LEDYARD LEAD SERVICE LINE ID PROJECT
0028992	312.91	312.91	5.50	04/03/2023	Blacker, Katherine	LEDYARD SL INVENTORY
0028992	28.45	28.45	0.50	04/06/2023	Blacker, Katherine	LEDYARD SL INVENTORY
0028992	85.34	85.34	1.50	04/11/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
0028992	56.89	56.89	1.00	04/13/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
0028992	113.78	113.78	2.00	04/20/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
0028992	28.45	28.45	0.50	04/19/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
0028992	341.35	341.35	6.00	04/17/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
0028992	113.78	113.78	2.00	04/21/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
0028992	28.45	28.45	0.50	04/18/2023	Blacker, Katherine	LEDYARD LSL INVENTORY
<b>Report Totals</b>	<b>1,551.06</b>	<b>1,551.06</b>				



# TOWN OF LEDYARD

741 Colonel Ledyard  
Highway  
Ledyard, CT 06339-1511

---

**File #:** 23-1655

**Agenda Date:** 5/23/2023

**Agenda #:** 4.

---

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)