

Meeting Minutes - Monthly GU & WPCA Pre-Meeting

Date: Mar. 19, 2026

Time: 11:00 am

Location: GU Operations Conference Room

1. Follow-up from Meeting 2/11/26 with GU & Ledyard Mayor, Finance, Wastewater Treatment Superintendent, WPCA Chairman in relation to Ledyard's Lead Service Line Project

Ed provided GU a Status update and notified GU that he requested a joint meeting between Ledyard, Arcadis and Groton Utilities to revise the scope of Arcadis' LSLI proposal.

2. Ledyard Sewer process clarification & Connection requests

GU received a request from EG Homes- 1947 Center Groton Rd for sewer connection information. Over the last four months, GU and WPCA have been discussing sewer responsibilities- including considerations about sewer infrastructure being outside the scope of both GU's water CBYD responsibilities and GU's current water contract. With the significant expansion of infrastructure (length of mains) and the nature of the pressurized force sewer, there are both CBYD concerns and increased customer interest.

GU has received several calls from homeowners on Colonel Ledyard Highway with frontage along the force main. Ed shared the WPCA plans to limit connections to the force main to new developments in Ledyard Center, in particular, businesses and multi-family homes. It has become clear to GU and Steve, significant time and oversight are required for Design Review, assignment of & collection of fees, inspection and documentation; and these duties are outside the scope of Steve Banks' role and outside of GU's contract. In an effort to support Ledyard with the current interest from developers, GU provided two DRAFT-documents for the WPCA to review, edit and potentially adopt as their own. These were based on GU's documentation and would require a thorough review and edits by Ledyard to tailor them to the WPCA.

- Draft-For Review: Table of Sewer Responsibilities for WPCA – for clarification and potential resource for developers
- Draft-For Review: Ledyard Sewer Permit Application for WPCA and TOL Finance to review

3. GU requested further communication and documentation on the Colby Drive expansion of Exclusive Service Area (ESA) as it relates to daily Water Operations. This is a high priority.

1. When is this effective?
2. Which parcels are included and connected?
3. Interconnection with SCWA, on Fairway drive, is now ineffective & will need to be relocated.
 - a. Coordination with CT DPH required?
4. Metering & Billing
5. Maps & Records of existing infrastructure
6. CBYD Service Area
7. Legal documentation

Ed considers this change finalized by way of 2025 letter signed by Mayor Allyn and SCWA, however, GU requires more information for contract operation and highlighted the impact the boundary adjustment has on the functionality of the interconnection and future requirements for relocation. Next steps include Ed to review documents from summer 2025 and will follow-up with the Water Utility Coordinating Committee and CT DPH.

4. Site Plan Reviews and Water service requests

GU has requested to be included in the communications by way of a formal Site Plan Review process, ideally to be developed with WPCA and Town of Ledyard Planning Department. Ed offered to outreach to Town Planner, Liz Burdick, to facilitate a meeting. Discussion included the current development proposals as well as relation of sewer billing and water metering considerations. The sewer billing interrelates to the water billing.

Potential on-going developments that GU is aware of:

- i. EG Homes -1947 Center Groton Road
- ii. ECHO -“Behind Holdridge’s” –with frontage on Rt. 117 & Rt. 214
- iii. Colonel Ledyard Homes -740 Colonel Ledyard Highway
- iv. Habitat for Humanity and another development on Colby Drive?
- v. Sweet Acre Farms (Cows & Cones) on Military Highway – Gales Ferry

5. Fire Hydrant Replacements

The hydrant on Allyn Lane, Gales Ferry was replaced. GU provided the **WPCA Hydrant Status Inventory** – in print format, to Ed for review. For improved financial tracking, GU will provide Ed with a document for each hydrant in need of

repair/replacement to authorize the work. Currently five hydrants damaged (by others) are out of service and require authorization to replace.

6. Gate Valves - GU is in the process of reviewing the scheduling and design of the Gate Valve Maintenance Program. Past maintenance has been staggered over multiple years.
7. Water main breaks in the Highlands: There were two recent water main breaks both on Aspen Lane in the Highlands. There are now five breaks on this short roadway. Replacement of this main was discussed if there is leftover money from the valve installation at Meeting House La at Country Club.
8. WPCA Policies, Rules & Regulations, Specifications & Fees

The WPCA is revising their leak policy, and it will be finalized at the WPCA meeting. GU requested follow-up status of the WPCA's Meter Pit "policy" which was put on hold in the Fall, after 8 Smith Pond Way and 27 Inchcliffe Drive. Ed referenced the prominence of flag lots and advised that for new water main taps and existing "stubs" to property lines, that GU should require meter pit installations rather than offer the customer a choice of installing the meter in the house. Discussion included the current (two) price options \$385 for basement meter connections and \$495 for meter pit meter connections. GU would like clarification on why there are two different charges, so we can explain it to customers when asked. GU suggests a single fee for both Basement and Meter Pit Installations. This requires further discussion by the WPCA.
9. Thomspen St. Project and Meeting House Lane Valve Install is scheduled for later this Spring.
10. GU requested adjusting the date of this Pre-Meeting to the second week of the month to meet the WPCA's request of having the Meeting Minutes being included in Ledyard's Monthly Report. The next meeting is scheduled for 10 am 4/16/26.

Action Items	Owner	Status	Notes
Ledyard to clarify sewer CBYD and inspection processes	GU drafting Table of Responsibilities	Draft Table of Sewer Responsibilities provided to Ed 3/19/26	For review and WPCA and TOL to review and lead.
GU create TOL Sewer Application	GU and WPCA, TOL Finance	Draft Sewer Permit Application provided 3/19/26 for WPCA & TOL Finance for their review.	WPCA & Finance to review and move forward
GU to create Hydrant Status Inventory for WPCA	GU	Status Inventory provided to Ed Lynch on 3/19/26	Five hydrants require replacement or repair from blizzard
GU reach out to TOL Planner re Site Plan review process	GU & Ledyard WPCA and Town Planner Burdick	Ed to contact Liz Burdick	Develop a Formal Review Process for all projects that are located within the Watershed as well as where connection to WPCA Water is expected.
Ed to provide documentation for ESA boundary adjustments	Ed Lynch	URGENT	When is this effective? What legal documentation is there? Transfer of Facilities? Existing WM Records? Existing Valve Records? Existing Services (Customers) to be transferred to Ledyard WPCA? Set-up accounts for billing of new customers? Meter Readers - routing? Existing Emergency Interconnection at Fairway is no longer at the ESA Boundary - How do we resolve this?
WPCA to advise GU re: meter pit requirements at new services	Ed Lynch & WPCA	Ed advised meter pits required for new connections	GU requests documentation for customer communication
WPCA provide GU Revised Leak Policy to GU	Ed Lynch & WPCA	On Agenda for March meeting	GU requested updated documentation for customer communication
Highlands WM Replacement Plan	Ledyard WPCA to discuss and advise GU	WPCA	Aspen Lane and Whitewood Lane (off Meeting House La); five breaks, two recently