



Chairman
Ed Lynch

TOWN OF LEDYARD

Water Pollution Control Authority

Meeting Minutes

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Regular Meeting

Tuesday, April 28, 2026

7:00 PM

Council Chambers - Hybrid

I. CALL TO ORDER

The Regular Meeting was called to order by Chairman Lynch at 7:00 p.m.

II. ROLL CALL

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

Also in Attendance:

Jessica Michaud- WPCA Support Staff
Joseph Pratt- Manager of Water & Wastewater Operations at Groton Utilities
Ian Stammel- Assistant Finance Director/Treasurer

III. APPOINTMENT OF ALTERNATES

Mr. Ball was appointed as a voting member.

IV. PLEDGE OF ALLEGIANCE

V. RESIDENTS & PROPERTY OWNERS COMMENTS

None.

VI. REVIEW AND APPROVAL OF MINUTES

1. Motion to APPROVE the Special Meeting Minutes from March 4, 2026, as written.

Mr. Jones stated that the amendments to the March 4, 2026, meeting minutes as discussed at the March 24, 2026, meeting had not yet been made. After further discussion and review of the minutes it was decided that the amendments had been made and the minutes were approved.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Stanley Juber

AYE 5 Tewfik Lynch Ball Juber Jones

EXCUSED 2 Wadecki Norris

2. Motion to APPROVE the Regular Meeting Minutes from March 24, 2026, as written.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Stanley Juber

VII. COMMUNICATIONS AND CORRESPONDENCE

Chairman Lynch stated that he had a meeting with Groton Utilities last week. He will get back to the committee on Lead Service Status. Another meeting was scheduled with Groton Utilities for Thursday to talk about what they've accomplished in Lead Service. Jessica from Arcvadis will be meeting with Groton Utilities on Friday to talk about what they can do for Ledyard. Mr. Ball stated that measuring lead should be fairly easy. Mr. Lynch stated that one of the questions Groton Utilities had was what the agreement was between Ledyard and SCWA. Mr. Lynch told Groton Utilities to go to SCWA and talk to Josh, the operations manager at SCWA, and he will provide the information he has from the WWUC meeting. Mr. Ball stated that he is in possession of the maps that Groton Utilities may need, as he made them and has them in .pdf format so they can easily be shared.

Chairman Lynch stated that Groton Utilities understands that the interconnect meter will have to be moved on Fairway Drive. The site plan review was completed for the developments at 1947 Center Groton Road and 740 Colonel Ledyard Highway. Groton Utilities had followed up with Mr. Lynch by email asking if he had any comments. Mr. Lynch stated his only comment is that while designing the water and sewer systems for this development he hopes that they ensure the systems accommodate for buildings they are planning in the future. Mr. Ball asked if Mr. Lynch's comments were about the 1947 Center Groton Road Development, as an email was received yesterday from Groton Utilities with many comments on the development. Chairman Lynch responded saying he had referred EG homes to Patrick Bateman at Weston & Sampson and also let EG homes know that they needed to coordinate the design activities with both Groton Utilities and Weston & Sampson, and that Chairman Lynch has not heard back from EG Homes in this regard.

Mr. Ball expressed concern for the comment in the report stating that an unmetered fire sprinkler agreement will be required for annual billing, the concern specifically being around the term unmetered. Mr. Ball reminded the commission that this had been an issue in the past. Chairman Lynch will ask GU what is done for sprinkler systems.

Chairman Lynch stated that WPCA has updated their Leak Policy, and the basement fee option has been removed.

Chairman Lynch asked Mr. Pratt how the Thompson Street project went, Mr. Pratt stated it went well, the project was started around 5 a.m. in the morning and was completed around 1p.m.

1. Operations Report.

RESULT: DISCUSSED

2. Service Correspondence.

Chairman Lynch asked if there was anyone present from 56 Meeting House Lane; there was no one present. Chairman Lynch followed up stating they had a large leak resulting in a high bill and they were looking for an adjustment to their bill. The resident was not in attendance, therefore no action was taken.

RESULT: DISCUSSED

3. Aged Reports/Finance.

RESULT: DISCUSSED

4. Year to Date Water/Sewer Report.

Mr. Jones asked why report shows \$2,100.00 over budget in overtime only nine months into the year and was it due to under staffing. Mr. Stammel stated that it was under budgeted and that overtime is not affected by low staffing as everyone works the same hours, overtime is paid out for callbacks.

Mr. Jones stated that there is a sewer late fee that shows as an expense instead of an income in the amount of \$142.52, asking if we had refunded someone a late fee. Mr. Stammel stated that the positive number in the revenue line goes back to October when the line was debited for \$530.68 as an adjustment based on the Groton Utilities Report. Later in the meeting Mr. Stammel stated there was a reversal of penalty charges from Fox Run in the amount of \$440.00 in the month of October.

Mr. Jones asked if billing procedures with Groton Utilities had changed as the report shows that the Emergency Operations line item is over at 282.9% of what was budgeted. Mr. Stammel responded that the wording in the contract changed significantly in 2022 making Ledyard responsible for a lot more financially. Mr. Stammel was unaware of these language changes until recently. Mr. Stammel stated that he has brought billings over the course of the last year to the attention of the WPCA as it is significantly more than he has seen historically. The RFP has changed making Ledyard financially responsible for things that were previously all inclusive.

Mr. Jones stated that he thought that the LEAK test had been approved at the previous meeting, but it is not reflected on the YTD report. Mr. Stammel stated that all the invoices that were approved at last months meeting had been paid and that the invoice in question had come out of Capital. Mr. Stammel then asked if the committee would have liked that payment to have come from Leak Test line, Chairman Lynch responded yes. Mr. Stammel replied that he would correct that.

Chairman Lynch asked Mr. Stammel if Mr. Stammel knew what else had gone into the Water

miscellaneous line as it is now at \$14,548.00. Mr. Stammel stated that Tina or someone else at Groton Utilities would be the best able to explain that.

RESULT: DISCUSSED

5. PSR - Steve Banks.

RESULT: DISCUSSED

VIII. OLD BUSINESS

1. Motion to APPROVE payment of Groton Utilities invoice #0028954, dated March 23, 2026, in the amount of \$5,177.91, for Ledyard Emergencies.

Chairman Lynch stated that this was tabled at the previous meeting and asked Mr. Stammel if this invoice was accurate. Mr. Stammel responded that it is, as previously discussed this evening, the changes in the language in the RFP leaves Ledyard responsible for both the labor, the hydrant, and other supplies. where in the past Ledyard was only responsible for the hydrant.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Terry Jones

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

RESULT: DISCUSSED

IX. NEW BUSINESS

1. Motion to APPROVE setting a Public Hearing date of May 26, 2026, at 6:30 (prior to Regular Meeting) to receive comment, both oral and written, regarding a proposed 15% rate increase on Water starting on July 1, 2026

After discussion the commission changed the motion to:

Motion to APPROVE setting a Public Hearing date of May 26, 2026, at 6:30p.m. (prior to the Regular Meeting) to receive comment, both oral and written regarding a proposed a rate increase on water starting July 1, 2026.

RESULT: APPROVED AS AMENDED

2. Discussion on proposed Water Rate Table.

Motion to APPROVE proposed Water Rate Table to be presented at the Rate Increase Public Hearing on May 26, 2026, at 6:30 p.m.

Mr. Juber suggested that a base rate be set for \$5.00 per 1/8 inch of water meter diameter. The vast majority of meter diameters are 5/8 inches. Mr. Jones states that if we used a flat usage rate of \$25.00, you would then need to charge 1.48 cents per gallon of water used to cover all of the

expenses. Mr. Jones went on to say that the problem with this will be that some customers will see their bill double. Mr. Jones stated that before the WPCA approves anything he would like to see a full years worth of data looking at what is brought in for revenue versus what the known expenses are for that year. Mr. Juber stated if he looks at the July 2024 thru June 2025 data and assumes the base fee of \$25.00 and 1.3 cents per gallon it would raise \$1,841,680 not including revenue for the larger diameters but the town will need \$1,863,000 to meet what was in the budget which has been approved by Town Council. Mr. Stammel explained that the \$1.86 million is the total revenue and expenditure, the revenue collected for water usage is \$1.53 million, the \$1.86 million includes \$280,000 from the general fund covering debt payments. Therefore \$1.53 million needs to be collected for water usage. Mr. Ball stated that he would like to see what fraction of customers will see an increase in their bill. Mr. Juber replied that most customers will be affected, Chairman Lynch followed up stating that approximately 15% of customers would not be affected by the newly proposed rate structure. Mr. Jones said he is more comfortable with the model that Mr. Juber presented given the information Mr. Stammel has provided. Mr. Ball suggested gradually increasing the rates so that customers have the ability to begin conserving water if they wanted to do. Mr. Jones stated that the flat fee could be gradually increased incrementally so it is not a shock still allowing there to be a constant rate. Chairman Lynch asked if we should drop that base fee of \$25. Mr. Juber replied that the base rate could be brought down to \$24 as a base fee and 1.14 cents per gallon, the commercial rate could be trimmed as well. Mr. Juber asked if anyone knew what range meter size there is in commercial. Chairman Lynch replied that Fox Run has an 8 inch. Mr. Ball responded that he does have that information from a year ago but not with him, many of the commercial meters are small.

Mr. Jones asked who would be creating the presentation for the public, Mr. Lynch replied that he will create a slide using the information that Mr. Stammel provided showing the money that has been lost over the past few years and then another showing how the rate increase will stop those losses. Mr. Stammel explained that the cost of the water from route 12 and 117 had previously been under budgeted. Mr. Jones stated he wants a graph showing both the expense data and revenue data to be presented to the public. Mr. Stammel stated he can provide that information in a numeric form showing in the audited fiscal years 24/25, revenues collected were 1.566 million and expenses were 1.87 million.

Mr. Juber stated that if the meter charge is \$4 per 1/8 inch it'd be a base fee of \$20 for most people and 1.15 cents per gallon for residential, commercial base fee would be \$120 for a small meter, \$200 for a large meter, and 1.4 cents per gallon it'd raise \$1,545,000.00. With this rate structure, a person using the maximum 3333 gallons per month the new bill would be \$24.72 more a month at \$58.33, but if you use more or less than that your percentage increase is smaller.

Mr. Jones stated that when presenting the new rate structure to the public it would be important to explain that money that should have been used for capital has been used to balance the budget and that is not sustainable. Mr. Jones expressed the importance of making it clear there is a change in the rate structure when publicizing the public hearing. Mr. Lynch suggested stating in the announcement that a Rate Structure Change is being proposed and it will affect everyone.

Chairman Lynch stated that he would review the sewer charges, but no changes are likely needed.

Mr. Ball asked if the unmetered rates needed to be addressed. Chairman Lynch stated he will look into this further.

After discussion the commission changed the Motion to the following:

Motion to APPROVE proposed water rate structure change to be presented at the Rate Increase Public Hearing on May 26, 2026, at 6:30p.m. Customers will be charged a Base Rate and a Water Usage Rate as follows:

Residential Monthly Base Rate: \$4.00 per 1/8 inch of water meter diameter

Residential Water Usage Rate: all water charged at 1.15 cents per gallon

Commercial Monthly Base Rate for meters up to 1 inch diameter: \$120.00

Commercial Monthly Base Rate for meters more than one inch diameter: \$200.00

Commercial Water Usage Rate: all water charged at 1.40 cents per gallon

RESULT: APPROVED AS AMENDED

MOVER: Stanley Juber

SECONDER: James A. Ball

3. MOTION to approve payment to CorrTech inspection of the Holdridge/Aljen Heights System 5000 gallon underground surge tank, CorrTech proposal 18318, dated March 23, 2026, not to exceed \$5,000 (up to 5 paint samples analyzed if requested).

Chairman Lynch stated that Groton Utilities discovered that there is an underground 5000 gallon tank on the booster pumps on the Holdridge tank. The tank is regulated by the Department of Public Health and is overdue for an inspection.

Chairman Lynch stated that Mr. Bonin, the Director of Finance, had sent an email with questions about the proposal. The first question from Mr. Bonin was, who is the notification about the tank coming from? Mr. Lynch stated that the notification came from Groton Utilities. Mr. Stammel later said that Mr. Bonin was asking about who is recommending the tank be inspected. Mr. Pratt responded that the recommendation was listed on the report from the Department of Public Health that the Mayor had signed.

Mr. Bonin's next question was who would determine if paint samples would be needed. Mr. Pratt from Groton Utilities responded that he didn't believe that paint samples would be required as CorrTech would be looking at the inside of the tank. Mr. Ball asked if a test would be needed for chrome and lead. Mr. Pratt stated that the water is tested so he didn't think that would be necessary, in addition a report will be generated giving the condition of the tank and any recommendations for improvements that may be needed. Chairman Lynch asked if the tank would be shut down during inspection and if it would be sanitized after inspection. Mr. Pratt responded that a shut down would not be needed and the tank would be sanitized after inspection. Mr. Stammel asked if WPCA was following through with all of the recommendations made by the state or were they being prioritized. Mr. Ball stated that only a handful of things on the state's report were required to be done, many were recommendations only.

Mr. Stammel stated that because the CorrTech proposal is close to \$5,000.00 the town would need two additional quotes before making a decision per the Ledyard Purchasing Ordinance. Mr. Pratt asked if WPCA would obtain the quotes or should Groton Utilities get the additional quotes, Chairman Lynch said Groton Utilities can obtain the quotes. No action was taken, WPCA will await the additional quotes.

RESULT: CONTINUE

4. EG Homes- Site Plans C-PLN-2502197

Chairman Lynch stated that EG Homes has been told to contact Weston & Sampson to discuss phase two of the design and how they are going to connect to sewer.

RESULT: DISCUSSED

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

X. ADJOURNMENT

MOTION to adjourn the Regular Meeting at 8:50 p.m.

This was Approved and so declared.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

AYE 5 Tewfik Lynch Ball Juber Jones

EXCUSED 2 Wadecki Norris

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