

Monthly GU & WPCA Pre-Meeting Agenda

Date: Mar. 19, 2025

Time: 11:00 am

Location: GU Operations Conference Room

- 15
1. Follow-up from Meeting 2/11/26 with GU & Ledyard Mayor, Finance, Wastewater Treatment Superintendent, WPCA Chairman
 1. Ledyard's leadership of LSLI and Status *made up*
 2. Lead Service Line Project
 - i. Status and Discussion
 1. Arcadis Proposal
 2. Additional (Future) Phases of Project
 - ii. Meter Cards in process of being digitized by GU and linked to ESRI Management System
 1. After review, Meter cards were determined not to be considered as Service cards
 - a. This relates to need for additional verification
 3. Ledyard Sewer process clarification New Connection requests (force main)
 - Specifically for communication with EG Homes- 1947 Center Groton Rd
 - **GU drafted Table of Responsibilities for WPCA**
 - Draft is provided to Ed for the entire Commission to review & finalize
 - GU also provided a **Draft Ledyard Sewer Permit Application** to WPCA and TOL Finance to review and edit before formalizing it as their own
 4. **GU is awaiting further documentation and communication, on Colby Drive, to ensure this expansion of ESA service area can be included in Operations. This is a high priority.**
 - **When is this effective?**
 - **Interconnection with SCWA is now ineffective (will need to be relocated).**
 - **Metering & Billing**
 - **Maps & Records**
 - **CBYD Service Area**

Transfer of ownership -

5. Site Plan Reviews and Water service requests

- GU requests a formal Site Plan Review process be developed with WPCA and Town of Ledyard Planning Department

- i. EG Homes -1947 Center Groton Road
- ii. "Behind Holdridges" – Route 214
- iii. 740 Colonel Ledyard Hwy -Center Ledyard (Behind the old school)
- iv. Sweet Acre Farms (Cows & Cones) Military Highway – Gales Ferry
- v. Others?

Mista meter

GU →

Sand

76 ECHO

individual -

Liz WPCA GU

6. Fire Hydrant Replacements

- Allyn Lane, Gales Ferry – leaking hydrant was replaced by GU
- New Procedure for Work Authorization by WPCA
 - i. GU to provide **WPCA Hydrant Inventory** – for review
 - ii. Currently Six hydrants damaged (by others) are out of service and require authorization to replace

How many

7. Gate Valves

- GU in process of drafting Gate Valve Maintenance Plan

8. Water main breaks in the Highlands

- i. 2/6/26 Whitewood La -in the Highlands
- ii. 3/17/26 Aspen Lane – this is the 5th break on this street

- In the calendar year of 2025 there were 8 breaks in the Highlands
- Potential for Water Main Replacement Planning – Ledyard to advise GU

Kevin New Assess +

9. WPCA Policies, Rules & Regulations, Specifications & Fees

- 1. WPCA revising leak policy
- 2. Potential Policy edits relating to meter pits (policy and fees)?

10. Thompsen St. Project and Meeting House La Valve Install

- i. Valve install scheduled for Spring – will require shutdown
- ii. Provision of information for Asset Management documentation?

11. Discussion of Temporary Meter in the Interim of Permanent Master Meter for Cashman (DOW) Options

12. Other:

- GU will adjust Pre-Meeting to the second week of the month to facilitate Meeting Minutes being included in Ledyard's Monthly Report
- Has the start time of WPCA meetings changed?

work earlier

cost

How many
Note guidance
plan

Action Items	Owner	Status	Deadline or Notes
Ledyard to clarify sewer CBYD and inspection processes	GU drafting Table of Responsibilities	Table of Responsibilities to be 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 was provided to WPCA and TOL Finance for their review.	WPCA to review
GU to create Hydrant Status Inventory for WPCA	GU	In progress – provide to Ed Lynch on 3/19/26	Six 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	Not Started	Need for a Formal Review Process
Ed to provide documentation for ESA boundary adjustments	Ed Lynch	Incomplete	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	In progress	GU is currently advising new customers to install meter pits on long runs (75+ feet)
WPCA provide GU Revised Leak Policy to GU	Ed Lynch & WPCA	In progress	Spring 2026
Investigate ultrasonic meter	GU	In progress	GU waiting for information pricing from vendor
TOL Finance requests for clarity	GU	In progress with Aaron Brooks & Finance	Priority
Highlands WM Replacement Plan	Ledyard to advise GU	Not Started	Mike & Ed discussed the need for WPCA to draft 5 Year CIP Plan