



TOWN OF LEDYARD

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Water Pollution Control Authority Meeting Minutes

Chairman
Ed Lynch

Regular Meeting

Tuesday, March 24, 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 Terry Jones
Board Member Stanley Juber
Board Member Monir Tewfik
Board Member Sharon Wadecki
Board Member Edmond Lynch
- Excused** Alternate Member Jeremy Norris
Alternate Member Tony Capon
- Alternate** Alternate Member James A. Ball

Also in Attendance was Joseph Pratt, Groton Utilities Manager Water & Wastewater Operations.

Terry Jones was present via Zoom.

Steve Banks was present via Zoom at 7:57 p.m.

III. APPOINTMENT OF ALTERNATES

Not needed.

IV. PLEDGE OF ALLEGIANCE

V. RESIDENTS & PROPERTY OWNERS COMMENTS

None present.

VI. REVIEW AND APPROVAL OF MINUTES

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

Chairman Lynch said that prior to the meeting Mr. Jones recommended a change to the minutes under VII Communications and Correspondence/Operations report. He added that the recording sound was garbled and incorrect numbers were captured. Mr. Jones said "the correct numbers

were \$5000 for FY 25 and \$14,400 for FY 26". Ms. Wadecki suggested changing the line "The Town gives the WPCA \$5,000 a year for hydrant maintenance, but that amount is apparently not enough" to read "The Town gives the WPCA \$14,400 for hydrant maintenance, but that amount is apparently not enough" Ms. Wadecki also suggested removing the sentence "The amount for FY2026 is \$14,400". Mr. Jones agreed.

Mr. Jones asked about the reference in the minutes that Ian Stammel, Assistant Finance Director, made regarding FOI and illegal meetings via emails (Old Business/FY 27 Sewer/Water Budget Work Sheets). Mr. Jones said he had never heard that interpretation before. Mr. Stammel further explained it is the back-and-forth communication and "reply all" to emails that can be considered an illegal meeting.

Mr. Jones questioned Mr. Stammel's statements on the miscellaneous budget item that "\$2,000 was for a Groton Utility temporary meter deposit (Old Business/FY 27 Sewer/Water Budget Work Sheets). The meter is now permanent". He questioned these statements because the miscellaneous water line on the current month's budget is \$14,548.45. Mr. Stammel stated that there was revenue collected from an out of the normal transaction (a temporary meter at a fire hydrant) that he questioned. Mr. Stammel recommended that Mr. Jones asks Tina Daniels, Groton Utilities Customer Service General Manager for further clarification. Mr. Jones said he would like to make a simple addition to the minutes to provide more clarification. It was mentioned that development water fees should go into the Authority's Capital account. Mr. Stammel said if the Authority wants to designate funds to specific accounts the request needs to go to Town Council for approval.

Motion to TABLE the minutes until the April meeting.

RESULT: TABLED

VII. COMMUNICATIONS AND CORRESPONDENCE

1. Operations Report.

Mr. Jones asked if the five hydrants that were damaged were sufficiently marked. Chairman Lynch said every hydrant has extended markers but sometimes they get damaged or knocked off the hydrant. Joseph Pratt, Groton Utilities Manager Water & Wastewater Operations, said the hydrants were inspected and repaired (minor repairs). He added that out of the five hydrants, four are back in service, the fifth hydrant will be checked tomorrow (March 25, 2026). Mr. Jones asked if there is any provision for the State Department of Transportation to reimburse the Town for three of the hydrants since it was their plows. It was answered that it is hard to prove who exactly caused the damage.

Chairman Lynch said he just received a survey from the Department of Health in which stated that no major deficiencies have been found but there were several questions that need to be answered. The Authority reviewed the questions and decided that they are better categorized as statements not necessarily requiring an answer. The Commissioners decided to provide inspection(s) schedules.

Chairman Lynch said he thinks that there is a lot of risk having meters placed in basements and

the WPCA should require curbside meters for all new installations.

The Authority discussed who should be notified of "call before you dig" requests regarding sewer. Steve Banks, WPCA Supervisor and a contractor such as Groton Utilities were some possibilities that were discussed. During the meeting Mr. Stammel asked Mr. Banks for input. Mr. Banks answered that currently he takes care of the markings, and he knows where the water main locations are, but the laterals (Highlands) are an approximation. Mr. Banks called into the meeting via Zoom to provide more clarification. Mr. Banks said that developers for the project in Ledyard Center will need to interface with who is picked for Clerk of the Works, such as CLA or another engineering group. Mr. Banks said that the regular call before you dig requests would come to him, but he doesn't have any As-Builts of the sewer. He added that he could tell where the laterals come into the plant, but the exact angle is not known so he would not be able to reliably mark the location. Mr. Banks said that there are currently 16 homes in the Highlands that could conceivably tie into the plant. He added that if their septic fails then they would be required to tie into the plant. Mr. Banks said he can give a good ballpark (but not exact) location of where the sewer is. Usually, what GU or a private contractor would do is go straight out the front door and follow the water pipe, and generally this is correct. Ms. Wadecki asked Mr. Banks about the Colonel Ledyard Highway Project. Mr. Banks said for example the developers on Colby would need to continue the forced main to meet up with the main on Colonel Ledyard Highway. The developers would also be responsible for the connections. The WPCA would either hire Weston and Sampson or a local engineer to oversee the project to ensure the work is executed correctly. Mr. Banks said it would behoove that WPCA research obtaining grant money or a low interest loan to reline some of the sewer pipes in the Highlands. Mr. Banks reported that the last several snowstorms left a lot of residual melting snow which tripled the flow to the plant for the last six weeks or so. Mr. Banks said the plant can handle being at or over capacity, but it isn't the most ideal situation, relining the pipes would help these situations. Mr. Banks said over the last 20 years there have been 10 sump pumps removed from the Highlands which were illegally tied into the sewer plant causing a lot of extraneous water flow. There is potential to find additional sump pumps in about 10% of the 80-90 homes in the Highlands. There is a need to find out how to legally go into homes for meter inspections. To recap, Mr. Banks said Highland's call before you dig requests would go to him for ballpark figures and as for the new Ledyard Center Development those requests would go through a Clerk of the Works such as Weston and Sampson or CLA.

RESULT: DISCUSSED

2. Service Correspondence.

None.

3. Aged Reports/Finance.

Chairman Lynch noted that the monthly income has significantly increased. Mr. Stammel said the billing amount is higher than the collected amount, for example in January \$147,589 was billed and \$139,000 was collected with a remainder of \$3,3000, which doesn't seem to add up. Mr. Stammel recommended asking GU, there may have been adjustments to billing made. Also, the leak at Fox Run may have caused some of the inconsistencies seen in this report.

RESULT: DISCUSSED

4. Year to Date Water/Sewer Report.

No questions or comments.

5. PSR - Steve Banks.

Mr. Banks spoke during Operations report.

RESULT: DISCUSSED

VIII. OLD BUSINESS

1. Draft policy addressing un-metered service leaks.

Motion to ACCEPT the un-metered service leaks draft policy for publishing in the WPCA handbook as amended.

Chairman Lynch said that the edits that Mr. Jones suggested have been made. There was discussion regarding the placement of replacement water meters, it was decided to install at the property line "whenever feasible".

The vote to accept the un-metered service leaks draft policy for publishing in the WPCA handbook as amended include the following two amendments.

Mr. Juber suggested amending the policy to remove "Upon modification of the Building Code, water meters will be installed in meter pits at the property line for all new construction buildings" and add "It is the policy of the WPCA that for all new water service installations, the water meter shall be installed in a meter pit at the property line. In the event that the meter for an existing water service is to be relocated, or a significant repair or modification is made to existing water piping on the property, the replacement water meter shall be installed in a meter pit at the property line whenever feasible". The Commissioners agreed with the changes.

Mr. Ball questioned the need to have the words "or scheduled" in the sentence "after 60 days, if no repair has been made". The Authority agreed to remove "or scheduled".

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

2. Review and possible vote on the revised template for the Water and Sewer Main Extension Agreement.

Motion to APPROVE the Water and Sewer Main Extension Agreement as amended.

Mr. Juber suggested the following edits:

5 removing "The Town of Ledyard, acting through its Water Pollution Control Authority, will

assess any future connection request any benefit assessment, special connection charge, or end connection charge, against any property owner who connects to the new main during the next ten years and the net amount collected from such charge or assessment shall be remitted to the Owner as partial reimbursement for its expenses under this Agreement".

#6 remove "Notwithstanding the foregoing paragraph"

#6 add "in accordance with paragraph 3 above" to the end.

#6 will now read "No benefit assessment, special connection charge, or end connection charge shall be applied to or assessed against any building lot developed by the Owner which connects to the water and/or sewer mains in accordance with paragraph 3 above.

Change "is going" to "is willing" in the third "WHEREAS" under "WITNESSETH".

The Commissioners agreed with Mr. Juber's edits and voted to approve the Water and Sewer Main Extension Agreement with the suggested amendments.

Chairman Lynch said he told Liz Burdick, Town Planner that once the Water and Sewer Main Extension Agreement is voted on, he would send her agreements for three developers: EV Homes, ECHO and Ledyard Center.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

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

None.

IX. NEW BUSINESS

1. Discussion and vote to set a Public Hearing date regarding a 15% rate increase to Water Budget (\$1,863,000) for Fiscal Year 2026-2027.

Motion to APPROVE setting a Public Hearing date of April 28, 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.

The Commissioners discussed reconfiguring the billing rate structures, raw data is needed to move forward.

ACTION ITEM:

Chairman Lynch will ask Tina Daniels, Groton Utilities Customer Service General Manager for the commercial and residential rate analysis raw data for years 2023-2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

2. Motion to APPROVE payment of Groton Utilities invoices #28612, #28670, #28782, #28844 and #28901, for a total amount of \$3,923.37, for Lead Survey Labor.

-Groton Utilities invoice #28612, dated October 30, 2025, in the amount of \$554.82, for Lead Survey Labor.

-Groton Utilities invoice #28670, dated November 18, 2025, in the amount of \$832.23, for Lead Survey Labor.

-Groton Utilities invoice #28782, dated December 31, 2025, in the amount of \$792.60, for Lead Survey Labor.

-Groton Utilities invoice #28844, dated January 27, 2026, in the amount of \$554.82, for Lead Survey Labor.

-Groton Utilities invoice #28901, dated February 27, 2026, in the amount of \$1,188.90, for Lead Survey Labor.

Mr. Jones asked Mr. Stammel if he was confident that these invoices had not already been paid. Ms. Stammel said he was confident that none of these invoices have already been paid.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

3. Motion to APPROVE payment of Groton Utilities invoices #28751, #28781 and #28843, for a total amount of \$18,699.84, for Ledyard Emergencies labor and materials.

- Groton Utilities invoice #28751, dated December 19, 2025, in the amount of \$7,658.60, for Ledyard Emergencies labor and materials.

- Groton Utilities invoice #28781, dated December 31, 2025, in the amount of \$4,865.45, for Ledyard Emergencies labor and materials.

- Groton Utilities invoice #28843, dated January 27, 2026, in the amount of \$6,175.79, for Ledyard Emergencies labor and materials.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

4. Motion to APPROVE payment of Groton Utilities invoices #28615, #28671 and #28845, for a total amount of \$87,346.44, for Thompson Water Main replacement labor and materials.

- Groton Utilities invoice #0028615, dated October 30, 2025, in the amount of \$475.56, for Thompson Water Main replacement labor.

- Groton Utilities invoice #0028671, dated November 18, 2025, in the amount of \$20,820.55, for Thompson Water Main replacement labor.

- Groton Utilities invoice #0028845, dated January 27, 2026, in the amount of \$66,050.33, for Thompson Water Main replacement labor and materials.

Chairman Lynch pointed out that the original estimate was for a higher amount (\$138,000). He added that a valve that needs replacement is not included in these invoices which will drive the total amount higher, but the amount will still be lower than the original estimate. Chairman Lynch said there were no customer complaints about their water being shut off and added that GU did a great job with this project.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

5. Motion to APPROVE payment of Groton Utilities invoices #28846 and #28902, for a total amount of \$3,473.32, for Ledyard Hydraulic Model work completed to date.

- Groton Utilities invoice #28846, dated January 27, 2026, in the amount of \$1,028.87, for Ledyard Hydraulic Model work completed to date.

- Groton Utilities invoice #0028902, dated February 27, 2026, in the amount of \$2,444.45, for Ledyard Hydraulic Model completed to date.

Mr. Ball asked how much work has already been done on the hydraulic model. Mr. Stammel answered that nothing so far has been spent this year and that \$9,500 is on the purchase order.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

6. Motion to APPROVE payment of Groton Utilities invoices #28754 and #28900, for a total amount of \$9,726.86, for Ledyard Meter Purchases.

- Groton Utilities invoice #28754, dated December 19, 2025, in the amount of \$2893.86, for Ledyard Meter software.

- Groton Utilities invoice #28900, dated February 27, 2026, in the amount of \$6,833.00, for 20 Ledyard Meters.

Mr. Stammel said that invoice #28754 includes a \$2,000 purchase for software. Mr. Stammel didn't see anything in the minutes stating that the WPCA approved this purchase. This invoice is for software to communicate with the meters, which is on top of the \$15,000 purchase for the CUSI upgrade. Chairman Lynch said his understanding is that CUSI needs to accept data coming in, but the old handheld meter readers are not compatible.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

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

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

Mr. Stammel said he doesn't often see full hydrant repair invoices and questioned how much (if any) of hydrant replacement costs are covered under the GU contract. On invoice #28954 there is an itemized list including several things such as concrete and concrete bricks but no actual hydrant. Mr. Stammel said he didn't recommend approving this invoice without seeing the hydrant purchase from the vendor.

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

RESULT: TABLED

MOVER: Sharon Wadecki

SECONDER: Edmond Lynch

Motion to APPROVE payment of Groton Utilities invoice #0028955, dated March 23, 2026, in the amount of \$118.89, for Thompson Water Main replacement.

RESULT: APPROVED AND SO DECLARED

MOVER: Edmond Lynch

SECONDER: Sharon Wadecki

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

X. ADJOURNMENT

Motion to ADJOURN the Regular Meeting at 9:13 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Sharon Wadecki

SECONDER: Edmond Lynch

AYE 5 Jones Juber Tewfik Wadecki Lynch

EXCUSED 2 Norris Capon

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