

Pre-WPCA - GU Meeting Minutes & Action Items - January 2026

- I. Ledyard Water main breaks: 54 breaks in the Highlands neighborhood in the 13 years GU has been contract operator. GU provided a table of breaks per Street and a corresponding 24 x 36" map of the breaks. Discussion noted ten (10) of the breaks were on Meeting House Lane (6" CI and 10" CI main sizes) which has 108 homes and five (5) breaks on Powder Horn La, a short cul-de-sac off Highland Drive with five homes. WPCA plans to coordinate with DPW Director – Steve Masalin re: paving plans in discussing their replacement plan.

From December 2024 to January 2026 eleven (11) of the 54 breaks occurred. Five (5) of the 11 were on Meeting House Lane.

- a) GU and WPCA discuss a Replacement Plan for Highlands water mains
- b) GU will inquire with Town of Ledyard to determine if additional notifications would be welcomed or not needed; Ledge Light HD inquired about this.

II. GU Requested clarification on duties and processes for Ledyard Sewer

- a) CBYD – To GU knowledge Sewer mains and services in the Highlands, and now the new force sewer main are not marked out. Ledyard WPCA (station Code LF) is registered as Water and Sewer. GU only responds to Water mark-out, but are questioned when sewer isn't marked out. If a contractor causes damages to Ledyard WPCA sewer facilities – will GU be penalized, since GU is listed as party responsible on CBYD annual registration? We need to clarify this. Do we eliminate sewer on the registration? Or can sewer be registered separately? Concern raised about force main especially.
- b) Request to Create a standard procedure for GU, Ledyard WPCA and Ledyard WWTP Sewer repair or New Connection

GU receives the customer call-ins; GU to create a Sewer connection Application form, GU will provide the Application in the email and advise customer to contact WPCA CPO- Steve Banks and WPCA Chair -Ed Lynch. Steve will advise customers of process, provide sewer Spec, complete the inspection. Tina to be notified.

Ed also mentioned potential upcoming lining of Highland sewer mains.

- c) Gu requested overview of the sewer force main – Ed indicated connections that will be prioritized are future multi-family homes in Ledyard Center and less so for single family homes. There are no pump stations – the force main is fed by individual grinder pumps. WPCA has a grinder pump spec.
- i) Question on if a home along the force sewer main, had a septic system issue, would they be allowed to connect, with grinder pump, to force main?

III. Fire Hydrant Replacements & Inventory

- a) One hydrant at Browns Crossing Hydrant was out of service – there were customer call ins to GU; this has been replaced by GU. The Allyn Lane hydrant identified in the leak detection survey remains OOS and is to be replaced in February. Discussion about replacement of problematic hydrants as part of the contract, does not require a verbal approval from Ed –he said their budget includes a line for hydrant repair/replacements. Ed requests directly notification if GU *moves* a hydrant. His main concern is prompt repair/replacement to provide fire protection. He suggested GU provide WPCA a status inventory of all hydrants to assist in their planning.

IV. New four-inch Thompson Street water main is installed and in service. An additional work task which was included as part of the project & budget is to install the 10” isolation valve by Country Club at Meeting House Lane remains to be completed and is scheduled for the Spring.

V. REQUIRE IMMEDIATE UPDATE

GU requesting development of a formal process with the Town on site plan reviews for developments with water main connections and those within the Watershed boundary. GU will initiate discussion with TOL Planning Director to formally request a site plan review process like that in Groton.

Specific concern was expressed, in the case of Habitat for Humanity project, GU may have unintentionally been omitted from discussion in which adjustment of Exclusive Service Area (ESA) boundary lines between SCWA and Ledyard/GU were not only proposed but finalized with DPH. Ed realized this omission was grave and offered to loop in GU. There is a question relating to the hydraulic model and the existing connection stub/meter by Fairway Drive. This Action Item is a high priority for GU as it relates to daily operations, required notifications and CBYD & Mapping updates. This adjustment to ESA lines may

impact the Vitalie Aquatic Center's public well (Iron Street) and the Fire Station water service on Fairway Drive.

GU needs to be updated on this immediately. Specifically, where the new service territory boundary? Are there existing SCWA services that will become Ledyard WPCA? Meter change-outs? Customer Accounts/Billing? Updates to PM Maps, GIS and records. Sampling requirements? Opportunities. The master meter at Colonel Ledyard Highway and Fairway Drive no longer performs its purpose for emergency interconnection with SCWA. How will this be handled? Updates to DPH.

- a) Several other developments discussed were provided WPCA approval to connect to water including: the Cow's and Cones site on Military Hwy in Gales Ferry (350 units & tertiary wastewater plant), 1947 Center Groton Rd (80 units) which was provided with a commitment letter per Ed. Other potential developments mentioned "behind Holdridge's" and the 740 Colonel Ledyard Rd site.

- VI. GU inquired about the status of master meter conversation between Ledyard and Cashman's. Ed indicated the master meter is on hold due to Cashman's plans being under legal review. If they proceed with further site development, the installation of master meter pit in driveway would proceed. In the meantime, GU will research potential insertion meter(s) to use at this site, and potentially others with potential for unmetered water tracking.

Other note: Unaccounted for water this month – per Tina was presented as 52,000 gallons this month, down from 350,000 gallons/month at its highest. This number does vary per month. Mike mentioned that it may increase as the new flushing stations come online to aid with water quality.

- VII. TOL Finance request for separation of invoices dating back to last summer. Internal GU communications have been underway since Mauricio's departure.
- VIII. WPCA Policy updates – WPCA will provide and will inform GU of future policy revisions including their formalizing WPCA leak policy.

- a) GU question: Are we officially requiring meter pits at all new services now?

Continued:

 **Location:** GU Ops Conference Room
 **Date:** 01-22-26
 **Time:** 9:00 am

Action Items	Owner	Status	Deadline
Main break communication to TOL	GU_Doug & Kate	In progress	2/11/26 LSLI meeting with GU & TOL, WPCA
Highlands WM Replacement Plan	Ledyard to discuss and advise GU	Not Started	TBD
Ledyard to clarify sewer CBYD and inspection processes	Ed Lynch with Steve Banks	Assigned to Ed	As soon as possible
Develop Standard sewer procedure	GU, WPCA, WWTP	Not started	As soon as possible
GU to create Hydrant Status Inventory for WPCA	GU_Cesar	Not started	March 2026
GU create TOL Sewer Application	GU_Cesar & Doug	Not started	For 2/20/26 monthly meeting at GU
GU reach out to TOL Planner re Site Plan review process	GU_Doug	Not Started	End of February
Ed to provide documentation for ESA boundary adjustments	Ed Lynch & WPCA	In progress	Immediate - Urgent
WPCA to advise GU re: meter pit requirements at new services	Ed Lynch & WPCA	In progress	Spring 2026
Investigate ultrasonic meter	GU_Kate & Will	In progress	February 2026
WPCA provide Revised Leak Policy to GU	Ed Lynch & WPCA	In progress	Spring 2026
TOL Finance requests for clarity	GU & TOL	In progress	2/11/26 LSLI meeting with GU & TOL, WPCA