



# CANDLEWOOD LAKE AUTHORITY

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## **Minutes of Special Meeting** **April 13, 2016**

### **Attending:**

P. Schaer	Sherman
H. Berger	Sherman
J. Murphy	Brookfield
J. Wodarski	New Milford
B. Brown	Brookfield
W. Lohan	Brookfield
D. Rosemark	Danbury (electronic)
C. Robinson	Danbury
B. Kemble	New Fairfield
J. Keating	New Fairfield

### **Absent:**

P. Eng	New Milford
G. Linkletter	Sherman
M. Toussaint	New Milford
E. Siergiej	Danbury
J. Hodge	New Fairfield

F. Frattini, CLA Administrative Coordinator  
M. Howarth, CLA Public Education Director  
L. Marsicano, CLA Executive Director  
R. Barnard, CLAMP Captain

Recorder: F. Frattini

Guests: Sue Slater, Selectman, Brookfield  
Sui Wodarski, New Milford

Chairman, Phyllis Schaer, called the special meeting of the Candlewood Lake Authority to order at 7:35 P.M. at Mallory Town Hall, Sherman, CT. She welcomed the guests.

**Secretary's Report:** In the absence of the Secretary, Mrs. Frattini noted that there had been no changes to the minutes of the March 9, 2015 regular meeting and *Bill Lohan then made a motion to accept the minutes of the March 9, 2016 regular meeting as written, seconded by Brewster Kemble and voted with all in favor. Minutes have been accepted as written.* She then advised that there were no changes to the minutes of the Special Meeting of March 30, 2016 and then *Bill Lohan made a motion to accept the minutes of the March 30, 2016 special meeting as written, seconded by Bill Brown and voted with all in favor. Minutes have been accepted as written.*

**Public Safety Committee** – Captain Barnard reported that there was an item with the new recruits that needed to be brought to the attention of the delegates. He reported on one recruit who has finished all the DEEP training and was unable to complete the swim test without the use of a PFD – he is a Viet Nam Veteran who has a veteran disability. Discussion followed. It was noted that ADA requires that reasonable accommodations be made for an employee and it was decided to seek the advice of a town attorney and to contact CIRMA for any liability issues.

Another item was that Capt. Barnard has been made aware of an 800 MGHZ radio with antennae that the Town of Salisbury would be willing to sell to the CLA for eight hundred fifty dollars. Discussion followed noting that this would be a considerable savings and it would take care of the additional radio that was included in this year's budget. Capt. Barnard noted it is in near perfect condition, Mr. Brown added it would be a good value for the patrol. *Jerry Murphy made a motion that the CLA purchase the radio/antenna from the Town of Salisbury for the quoted price, motion seconded by Bill Brown and voted with all in favor. Motion carried and arrangements to purchase the radio will be made.*

#### **Chairman's Report:**

Phyllis Schaer, Chairman reported that she and Mark Howarth had been working on four grant submissions to the FirstLight Power Grant Program for

1. Buoys – ten buoys, hardware and labor
2. Support for the Cleanup
3. Monetary assistance with the “Homeowners Guide to Candlewood Lake” which is based on a template from Lake George in New York.
4. Funding for printing of the Tri-fold “Getting Your Feet Wet” a smaller version of the guide.
- 5.

Mr. Marsicano reported that the DEEP Grant for the CO2 Zebra Mussel project has been awarded and a resolution for him to sign the service agreement was needed. Mrs. Frattini read the Resolution as follows: **“RESOLUTION REGARDING SERVICE AGREEMENT WITH THE CT DEEP FOR PROPOSAL ENTITLED FEASIBILITY OF THE USE OF CO2 TO PREVENT EMIGRATION OF DREISSENA POLYMORPHA FROM LAUREL LAKE (LEE, MA) TO THE HOUSATONIC RIVER AND CANDLEWOOD LAKE.**

**RESOLVED, that Laurence J. Marsicano, Executive Director of the Candlewood Lake Authority (CLA) is authorized to execute and deliver in the name of and on behalf of the CLA the above referenced Service Agreement.”**

Discussion of the project followed noting that this grant is for \$13,500.00 and one thousand dollars will come from the donation of CWI for Aquatic Invasive Species, this will match the costs of Praxair for the CO2, instrumentation, expertise, engineering and science. There will be no additional cost to the CLA only the Executive Director's time. With no further discussion, *Bill Brown moved to approve the resolution, accept the proposal and permit the Executive Director to sign the Service Agreement, seconded by Chris Robinson, and voted with all in favor. Motion carried.* This is the culmination of four years of work to finally get this project scheduled.

Mr. Marsicano reported on the Buffer Acceleration Agreement to re-vegetate the shoreline that was attached to his report. The original plan was when there is a change of use or change of ownership then they had a 5-year window to establish a buffer. Now there is a proposal for incremental reduction of the window over time and FirstLight is agreeable to the change and drafted the proposal. It was noted that it would have to be submitted to FERC as an amendment to the SMP and the agreement must be fully executed by the Candlewood Lake Authority among others. Mr. Marsicano advised that he has sent this to the CEO's of the 5 Towns for their review, approval and execution. Discussion followed. Dan Rosemark asked if amendments to the SMP needed a formal agreement in the past – This has not been done before, it is the first time. FirstLight would like to submit this to FERC by April 30<sup>th</sup>. Will there be public hearings? That is up to FERC. With no further discussion, *Bill Lohan moved that the CLA approve and execute the Vegetated Buffer Acceleration Agreement, seconded by Chris Robinson and voted with all in favor except Jack Keating who abstained. Motion passed.*

Mrs. Schaer continued her report advising that the ICE Grant for the Patrol Boat is moving forward and it will be before the Bond Commission in early May, the order can be placed before the funds are awarded and noted that the purchase order is needed before the funds will be dispersed. Discussion followed on the timeframe – noting that at least two months are needed for the boat to be built. On the

deposit and funding of the boat, it was noted that one town (Brookfield) has given the CLA the \$9,905.00, Sherman has approved the expenditure, New Milford is supportive and agreeable to the expense and there is nothing to report for Danbury and New Fairfield. Discussion continued, noting that the Chairman will write a letter to the Towns advising them of the need to order the vessel and asking them for their support and funding in a timely manner so that the boat will be available this summer. Mr. Kemble advised that with only one patrol boat, it will get a lot of time on the water and it is the older of the two patrol boats and it may be an issue sooner than later and can leave the Patrol without a vessel. Mrs. Schaer advised that First Selectman Cope of Sherman has called a meeting of the CEO's of the Lake Authority Towns to discuss issues and concerns of the CLA. *Howie Berger made a motion that when funding is received from the five towns, then it is OK for the CLA to place the order for the new Lake Patrol vessel, seconded by Jerry Murphy, and voted with all in favor. Motion carried.*

Mrs. Schaer reported that she had spoken to Attorney Ted Backer and he will attend the next CLA meeting to discuss the restricted reserves. She noted that the monthly report should have renamed the reserve from restricted to "assigned". She asked Mr. Keating to read the following section from the letter Attorney Backer had written regarding the funds raised at the first "Enchanted Evening on the Lake" – "the donations were made for environmental science equipment and educational equipment and programs relating to The Candlewood Lake Authority".

She reported that Congressman Esty would be in the area on April 22 to discuss lake issues. Also she advised that three (Sherman, Brookfield and New Milford) of the five towns have accepted the financial plan that was adopted at the March 30<sup>th</sup> special meeting. This will be a topic at the CEO meeting referred to above.

**Vice Chairman's Report:** In the absence of the Vice Chairman there was no report.

**Treasurer's Report:** Bill Lohan, Treasurer, reported that he has received the proposal for the audit for the year ending 6/30/2016 from Sandra Weldwood CPA. He advised it is for the same cost as last year \$5,500.00 and includes any additional work outside the audit will be charged at \$70.00 per hour. He would like to approve the auditor early so that she can begin sometime in July. Bill Lohan made a motion to appoint Sandra Weldwood, CPA as auditor for the year ending 6/30/2016 for the agreed costs above, seconded by Jerry Murphy and voted with all in favor. Motion Carried.

Mr. Lohan advised that he is suggesting changing banks to reduce costs and fees. It appears that there will be considerable savings with Union Savings Bank.

Mr. Lohan reported that just this week the final payment has been received from Danbury – so on the April report all Town appropriations will be paid in full.

From the monthly report he noted that 3/4 of the fiscal year is done and 93% receipts have been received, from the Towns and all other. Expenditures are in good shape with Administration at 81%, Equipment/Facilities 63%, Public Safety 67%, Public Awareness 90%, Watershed Management 64% and overall expenditures at 77% of budget. The Financial Plan expects to save \$14,000 in this year's budget and staying within the budget may come very close. Discussion on additional income to the end of the fiscal year followed. *Jerry Murphy moved that the Treasurer's Report of Income and Expenses for the month ended March 31, 2016 be approved as presented, seconded by Bill Brown and voted with all in favor. Motion passed and the Treasurer's Report of Income and Expenses for the month ended March 31, 2016 has been approved and filed for audit.*

**Executive Director:** Larry Marsicano Executive Director, advised his report is attached to these minutes and then noted the highlights. He reported that there will be a deep drawdown sometime

in January 2017. Discussion of the drawdown followed noting it is a more a financial decision of the lake owner than a scientific one.

**Public Education Director/Public Awareness Committee:**

Mark Howarth, Public Education Director, noted his report is attached to these minutes and reviewed the highlights. He thanked the Sail Harbour Club for hosting the State of the Lake this year; it was well attended and very informational. One item not in his written report was that for the past week, as a cost saving measure, he has been helping to deploy the buoys in the lake; he noted they are about half way through.

**Equipment/Facilities:** In the absence of the Committee Chairman there was nothing to report

**Watershed Management Committee:** In the absence of the Committee Chairman there was nothing to report

**Old Business:**

Mrs. Schaer advised that there will be a memorial service for Harold Mayer on June 4, 2016 at the Sherman Jewish Community Center from Noon to 4PM – all are welcome (please let Mrs. Schaer know if you plan on attending so she can advise the family).

She reminded the delegates that the Procurement Policy needs to be updated to reflect the policies of the Towns.

With no further business to come before the Candlewood Lake Authority, *Chris Robinson moved to adjourn the meeting seconded by Jerry Murphy.*

*Meeting adjourned at 9:50 P. M.*

Respectfully submitted,

George Linkletter, Secretary  
Frances Frattini, Administrative Coordinator

r/b/ljm

*These minutes are not considered official until they have been approved at the next regularly scheduled meeting of the Candlewood Lake Authority.*