



CANDLEWOOD LAKE AUTHORITY

P.O. BOX 37 • SHERMAN, CONNECTICUT 06784-0037 • (860) 354-6928 • FAX (860) 350-5611

Minutes of Regular Meeting April 10, 2019

Attending:

P. Schaer	Sherman
G. Linkletter	Sherman
D. Cushnie	Sherman
J. Wodarski	New Milford
M. Toussaint	New Milford
J. Main	New Fairfield
B. Licht	New Fairfield
D. Rosemark	Danbury (electronic)
J. Murphy	Brookfield
W. Lohan	Brookfield

Absent:

C. Robinson	Danbury
J. Archer	New Fairfield
E. Siergiej	Danbury
B. Brown	Brookfield
S. Kluge	New Milford

M. Howarth, Executive Director
J. Neil Stalter, Director of Ecology and Environmental Education
F. Frattini, CLA Administrative Coordinator (electronic)
R. Barnard – CLAMP Chief of Marine Enforcement

Recorder: J. Neil Stalter

Guests: Four members of the public

Chairman, Phyllis Schaer, called the regular meeting of the Candlewood Lake Authority to order at 7:32 P.M. at Brookfield Town Hall Brookfield, CT. She welcomed the guests and advised the delegates that the CLA has a new delegate for the Town of New Fairfield, Joan Archer. She has been a member of the New Fairfield Inland Wetlands Conservation Commission, served on the Candlewood Isle Board and is a licensed attorney. Welcome to the CLA we look forward to working with you.

Public Comment: None

Secretary's Report: Neil Stalter noted that there are two corrections/additions to the minutes of the March 13, 2019 meeting #1 on Page Two first sentencehearing they took input but (add) *provided* no comments or (add) *answered no* questions; #2 on Page Two second paragraph fifth line after FERC (add) and *local legislators*. *Jerry Murphy made a motion to accept the minutes of the March 13, 2019 meeting as amended, seconded by Bill Lohan; motion was voted with all in favor. Motion carried, and minutes have been accepted as amended.*

Candlewood Lake Authority Marine Patrol: Chief Ron Barnard advised that the first defensive tactics class attended by half the LPO's had been completed and the second will be in early May. He recently met with the new Resident Trooper of Sherman to talk about the Lake Patrol. He and members of CLAP and the CLA Public Safety Committee will be evaluating the

officers for the open Sgt. position on Saturday, and a new DEEP supervising officer has been assigned to Candlewood – Sgt Sean Buckley. Mrs. Schaer brought up the Addendum to the MOA that will add back the Assistant Chief Position that was not included in the present MOA (2018-2010). *Mark Toussaint moved to accept Addendum 1 as presented to the present MOA seconded by Joe Wodarski and voted with all in favor. Motion carried and Addendum will be signed and forwarded to DEEP for their signature.*

Chairman's Report: Chairman Phyllis Schaer reported that the towns agree that the CLA should have a legal review of the SMP so that each town will not have to do it separately. The final draft of the SMP has been submitted to FERC by FirstLight. CLA has submitted comments and have prepared additional. Mrs. Schaer added that the CLA will have an attorney with FERC experience review the final draft SMP. Mrs. Schaer asked Mr. Stalter to review the letter to FERC dated 4/11/2019 – **Candlewood Lake Authority Supplemental Information and Response to FirstLight Hydro Generating Company's 3/27/2019 Submission of the Revised Shoreline Management Plan Under P-2576.** Mr. Stalter addressed the letter the content of which was planned and discussed at the last SMP Review Sub-committee meeting. Discussion followed. It was mentioned that the items that FirstLight had not addressed should be restated in the letter, discussion continued. Mr. Lohan asked if Mr. Stalter could address the number of concerns raised and the number that FLPR honored – Mr. Stalter noted that it would not be easy as some were partial, some were accepted and some not at all. Mr. Lohan added that it is an excellent letter. It was decided that Mr. Stalter will prepare a Bullet List for the CLA delegates of the items/concerns, listing those addressed and those not covered so that it will be easy to track where the SMP is going. With no further discussion, *Doug Cushnie made a motion to send the letter to FERC with the two sentence changes as discussed, motion seconded by Joe Wodarski and voted with all in favor.*

Vice-Chairman's Report: Vice Chairman, Mark Toussaint, noted he had nothing at this time.

Treasurer's Report: Treasurer Bill Lohan advised that we have completed three quarters of the fiscal year and Profit and Loss Budget vs. Actual for March 31, 2019 has income at 88% of budget and expenses year to date are Admin at 65% of budget, Equipment/Facilities 64% of budget, Public Safety 71% of budget, Public Awareness 58% of budget, and Watershed Management 45% of budget, making overall expenses 62% of budget. *Mr. Lohan reported that there are three budget transfers as of 3/31/2019 #1 - from Line #124 Admin/Computer IT \$326.72 to Line #123 Admin/Comp Hardware-Software, #2 - from Line #231 Equip/Facil – Buoy Maint \$96.28 to Line #224 Equip/Facil – Maint Supplies and #3 -from Line #416 PA – Merchandise purchases \$193.67 to Line #414 PA – Subscription services. He noted that items #1 and 3 are to cover expenses to the end of the fiscal year and Line #2 is the March overage. Mr. Lohan moved to approve these transfers/adjustments totaling \$616.67; George Linkletter seconded and voted with all in favor.*

Mr. Lohan made a motion to accept the report of Profit and Loss Budget vs. Actual for the month ended March 31, 2019 as presented, seconded by Mark Toussaint and voted with all in favor. Motion carried and report has been filed for audit.

Mr. Lohan reported that our bank accounts do not earn interest, they earn credits and after meeting with the bankers came up with plan to open some accounts including CD's and a Money Market Account that will earn interest. He also reported that the engine repairs at \$8,000+ came in over the original estimates of \$6,000 and he will look at this to see if it may be necessary to transfer funds. It was asked and answered that this was unanticipated maintenance on the two boat engines.

Mrs. Schaer asked if the funds for the Attorney to review the SMP are in Professional Services, it was noted that was the thought and the funds in professional services were also planned to include a review of the revised CLA personnel policy.

Executive Director's Report: Mark Howarth advised his report is attached to these minutes and then noted the highlights.

- Boating Class – May 10th & 11th sponsored by Sherman Park and Recreation
- MOA Addendum
- Table Cover
- Whistles
- Homeowner's Guide
- Shoreline Management Plan
- State of the Lake – currently set for July 13th Company A Firehouse – New Fairfield, with planned visit to finalize date/location.
- Invasive Species Early Detection and Rapid Response
- Pump-out Boat – advertising open position for DEEP
- Housatonic River Project Grants Applications submitted
- Micro Fiber Towel design
- Cyanobacteria Monitoring is a go for the season
- E-Coli sampling – New Fairfield Senior Center again this season
- Annual Clean Up – May 18th
- Village Fair Days – July 26th & 27th Mark your calendars
- Soil Testing – no drop off locations, this year will be mail in

Director of Ecology and Environmental Education: Neil Stalter noted his report is attached to these minutes. Highlights from his report are:

- SMP review for additional comments
- Water Quality Monitoring 2019
- HRP Grants – Helped to prepare
- Scheduling Outreach with local schools
- Management of Boat Wash Station program
- Drone Video
- Met with Danbury Girl Scouts on volunteer opportunities and also the Danbury Buffer Garden project

Committee Reports

Public Safety Committee: Joe Wodarski noted he will be attending the Sgt interviews on Saturday, the Ride-Along with a Lake Patrol Officer is very important for delegates to see what the officers do on the lake, he and Chief Barnard will be meeting with the new New Milford Police Chief. Also the Pubic Safety Committee voted to welcome back Steve Bartek who has been gone for two seasons, with his return that adds one more POST certified office to the Lake Patrol

Equipment/Facilities Committee: Doug Cushnie reported that all is getting ready for the season, ARK II is in the water, two engines were overhauled, and buoy work has begun.

Pubic Awareness Committee: Committee Chairman George Linkletter noted Mr. Howarth and Mr. Stalter covered it in their reports.

Watershed Management Committee: Mark Toussaint Committee Chairman noted most was covered by Mr. Stalter. Mr. Toussaint reported that a large part of the annual Water Quality Monitoring will be back in house, Mr. Stalter will be collecting the monthly samples and writing the monthly observations, an outside vendor would do the final report. For the coming year the committee is recommending that the CLA purchase a Chlorophyll-A sensor for our Eureka Probe. Mr. Stalter outlined the use of the sensor noting that with the sensor you can measure up and down the water column which can be helpful in informing the CLA how much algae is at different areas and depths of the lake, affecting water clarity. It will also allow the CLA to no longer use an outside Lab for this analysis. It was noted that the sensor and install would be It was noted that the sensor and install would be approximately Twenty-four hundred (\$2,400.00) dollars. Discussion followed. *Mark Toussaint made a motion to approve up to Three thousand (\$3,000.00) dollars to upgrade the Eureka with the Chlorophyll-A sensor and recalibrate the probe, seconded by Jeff Main. Discussion – Bill Lohan made an amendment to the motion to transfer three thousand dollars from Line #511 WM/Lake and Stream Monitoring to Line #515 WM- Equipment. Seconded by George Linkletter, vote to accept the amendment to the motion was all in favor. Mark Toussaint maker of the original motion and Jeff Main seconded accepted the amendment and the motion as amended was voted with all in favor.*

Old/New Business: Mrs. Schaer reported that the vendor for the Nuisance Plant Monitoring has not yet been submitted to the Technical Committee for approval. Also, there has not yet been notice of a Technical Committee meeting

With no other business, *Joe Wodarski moved to adjourn the meeting. Seconded by Jerry Murphy. Meeting adjourned at 8:50 P. M.*

Respectfully submitted,

Jerry Murphy, Secretary
Frances Frattini, Administrative Coordinator

r/b/mh

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



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April 10, 2019
Executive Director
Mark Howarth

Monthly Report:

- **Boating Class:** We are advertising another boating class that the Marine Patrol is putting on. The dates for the 2-day class are May 10th and 11th and those who are interested can go on to the CLA's website at www.candlewoodlakeauthority.org/latestnews to register and pay for the class. Space is limited and interested individuals should sign up early, as these classes tend to sell out quickly.
- **MOA:** Dan Rosemark has assisted the CLA with writing an addendum to the MOA to correct some missing language. We submitted this addendum to the CT DEEP for their preapproval, which they have reviewed and pre-approved for our Board's approval.
- **Table Cloth:** We are nearing a final design on a new table cloth with KatArt, to be used in conjunction with our Enviroscape, which we use at various youth education events. We are excited to have this eye-catching table cloth to accompany our Enviroscape demonstrations and for use at other CLA-attended events!
- **Whistles:** We have received the new Marine Patrol Safety Whistle handouts, which the CLA Marine Patrol will distribute to those who do not have a required sound producing device on board their kayaks, etc.
- **Homeowner's Guide:** We printed 4,000 Homeowner's Guides, roughly 1,775 of which got mailed directly to shoreline residents. The remainder of the guides were bulk shipped to the CLA offices. We have ordered plastic tabletop stands, which will be used to display these guides at various area locations, hopefully including Town Halls, Real Estate Offices, Lake Communities, Businesses etc.
- **Shoreline Management Plan:** We have reviewed the Shoreline Management Plan that FirstLight submitted to FERC on March 27th. In it they responded to of the comments they received throughout the comment period and made a number of changes in this version. We have prepared a few final comments for Board approval.
- **SOTL Location:** We have reserved a space at the New Fairfield Volunteer Fire Department for our planned State of the Lake in July. We will visit the facility and then send out information to the public so that they can put it on their calendars.
- **Invasive Species Early Detection and Response:** We are working on a plan to incorporate regular invasive species plant monitoring at select locations and a possible response plan to remove any newly identified invasive species, if caught early enough to make such a response possible. We look forward to updating you as this potential new program starts to take shape.
- **Pump Out Boat Advertising:** The CT DEEP asked us to help promote an open position they have to operate their pump out boat on Candlewood Lake this season. Interested individuals can

contact the CT DEEP boating division, or go to the CLA's website at www.candlewoodlakeauthority.org/latestnews for more information.

- **HRP Grants:** We have submitted two grant applications to FirstLight for their annual HRP grant. We look forward to hearing from them regarding our proposals.
- **Micro Fiber Towels Design:** We have created a design for public safety / boating courtesy microfiber towels. We anticipate producing and distributing them to boaters this season.
- **Cyanobacteria Monitoring Set:** We have spoken with Dr. Ed Wong at WCSU, whose lab has been doing the cyanobacteria monitoring at the town beaches the last few years, and they are going to do the sampling again this year. The CLA will continue to help notify the public of the weekly results online and through social media.
- **NF Sr. Center E. coli Sampling:** We have also spoken with Kathy at the New Fairfield Senior Center who leads the Senior Environmental Corps, and they are once again planning on collecting weekly water samples around the lake and dropping them off at the lab for analysis.
- **Clean Up:** The Clean Up has been scheduled for May 18th. We have confirmed with New Fairfield that we can use the town park and facilities, and we have notified the other towns that we would like to use their town park docks to load/unload volunteers for the event. We sent a "save the date" email out to our residents and we will have online registration available up soon.
- **Village Fair Days:** We have submitted our application for Village Fair Days again on July 26th and 27th and we are looking forward to being there at our booth with staff and delegates to meet and speak with the public.
- **Soil Testing:** Jim McAlister and the Candlewood Watershed Initiative is promoting spring soil testing again this year. While there won't be a formal "Soil Testing Day" with physical drop off locations as in past years, he has provided instructions for area residents to mail their own samples in to the lab for free analysis by the CT Agricultural Experiment Station. Go to www.candlewoodlakeauthority.org/soiltesting for information.



CANDLEWOOD LAKE AUTHORITY

Member Municipalities: *Brookfield • Danbury • New Fairfield • New Milford • Sherman*

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J. Neil Stalter

Director of Ecology and Environmental Education

Candlewood Lake Authority

Re: April Meeting: Monthly Report

Date: 4/10/19

- **SMP Review:** Continuing management of the CLA's SMP review process and deliverables.
 - The final draft of the SMP was submitted to FERC by FirstLight on March 27, 2019.
 - I have reviewed the document and, based on the review and conversation of delegates during the Shoreline Management Plan subcommittee meetings, have written a final submission letter to FERC regarding some of our remaining priority concerns.

- **WQ Monitoring 2019:** Planning and preparing for the water quality monitoring for 2019.
 - Organization and management of the transfer of everything back to internal monitoring. Certain aspects require re-organization to ensure our collection is consistent.
 - This includes tracking down and preparing all of the equipment for this year's monitoring. We are preparing to send the Eureka probe in for calibration, as well as potentially adding a Chlorophyll-a sensor so that we can get full water column measurements and no longer need to outsource our measurements of this metric.
 - This also includes standardizing our data, equipment storage, and methodology to streamline monitoring going forward.

- **HRP Grant:** Worked with Mark to plan and helped apply for two new programs for FirstLight's HRP grant (Clear Choices Clean Waters, and Boater Education program).

- Working with Mark on creating and preparing new programs with direct management objectives.

- This includes a new and updated shoreline stabilization survey of the natural inputs into Candlewood Lake with the help of some materials from Sean Hayden and the Lake Waramaug Task Force, as well as an expanded invasive species sampling and quick response program.
- Scheduling potential outreach and education opportunities with local schools.
- Management of Boat Wash station program details, equipment, and strategy for potential implementation in the future.

- **Drone Video:** Working on getting a volunteer buffer garden and homeowner to interview for our upcoming buffer garden drone video.
 - I have also become an admin on the CLA Facebook page, and starting this next month, will work to have a more active Facebook presence as another platform to reach residents.



- Met with local Girl Scout leadership to collaborate more in the future and involve the girl scouts in more volunteer opportunities to give back to the Candlewood Lake ecosystem and community.
 - Discussion included the potential Danbury demonstration buffer garden project, as well as the Clean-Up and other new opportunities.