



CANDLEWOOD LAKE AUTHORITY

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

PO BOX 37 • SHERMAN, CT 06784 • P (860) 354-6928 • F (860) 350-5611

Minutes of CLA Regular Meeting Wednesday, December 10, 2025 - 7:00PM via ZOOM

ATTENDING:

P. Schaer
D. Cushnie
M. O'Connor

Sherman
Sherman
Sherman

B. Licht
J. Archer
J. Main

New Fairfield
New Fairfield
New Fairfield

M. Gaffey
W. Meikle
B. Lohan

Brookfield
Brookfield
Brookfield

S. McColgan
J. Laughinghouse

Danbury
Danbury

S. Kluge
M. Toussaint
J. Wodarski

New Milford
New Milford
New Milford

ABSENT:

E. Siergiej Danbury

N. Mellas, Chief
N. Stalter, Director of Ecology
Dee Wright, Administrative Coordinator
M. Gasperino, Operations Manager

Recorder: D. Wright

Guests: 1

*Chairman, **Martin O'Connor**, called the meeting to order at 7:00pm.*

PUBLIC COMMENT

None

CONSENT AGENDA

***Martin O'Connor** made a motion to approve the consent agenda, seconded by **Phyllis Schaer**, all voting in favor.*

TREASURER (Will Meikle)

***Will Meikle** made a motion that the Board approve the fiscal year 26/27 budget of \$825,575, seconded by **Bill Licht**, all voting in favor.*

Will added that we are slightly ahead of budget now that the Lake Steward program invoice was paid by DEEP.

PUBLIC SAFETY (Bill Licht)

Bill L. discussed that ten applicants have been approved to begin training. No training dates have been provided yet from DEEP. Bill added that letters of intent were sent and all current officers are returning for next season. The end of the year season statistics have been sent to Public Safety for review and officer reviews are pending.

EQUIPMENT & FACILITIES (John Laughinghouse)

John L. noted it's a quiet period and introduced Mike to provide any additional updates. Mike confirmed the hangar has been secured for SS1 and he and Matt started to put together the plan to retrofit SS1 to match the other patrol boats.

PUBLIC AWARENESS (Joan Archer)

Joan A. reported that their main focus is on the appeal right now and it is being finalized.

WATERSHED MANAGEMENT (Steve Kluge, Neil Statler)

Steve K. mentioned the algae blooms that have been reported on social media. Samples were taken in six different spots within the blooms and they are being analyzed at the lab and we are waiting for the results. Neil added that the blooms are beginning to dissipate. Neil discussed that testing for PFAHs (forever chemicals) was completed and the result was they are at non-detect levels. Neil added that the application for the 2027 Lake Stewards program has been submitted and the program is funded for 2026. FirstLight's plant monitoring results were discussed, and Neil will be advocating for more comprehensive research next year.

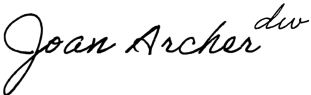
Bill Licht made a motion to keep current officers for another term, seconded by Mark Toussaint, all voting in favor.

ADJOURN

Martin O'Connor made a motion to adjourn the meeting, seconded by Marianne Gaffey, all voting in favor.

The meeting adjourned at 7:26 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joan Archer" followed by a small superscript "dw".

Joan Archer, Secretary

Dee Wright, Administrative Coordinator



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**Martin W. O'Connor, Chair
Candlewood Lake Authority**

December 10, 2025

Municipalities

We are receiving annual budget-meeting dates from the respective municipalities. The intent is to ensure that, in addition to the Treasurer, Executive Director, and myself, the appropriate municipal delegates also attend these meetings.

I followed up with Sherman's finance leader regarding the Rabalo decommissioning. She supports our recommendation to sell the vessel through a local marina. All proceeds from the sale will be applied toward reducing future CLA operating expenses.

Committees

I continue to check in with committees that meet regularly, with no significant concerns to report. I am currently working with the HR Committee on the implementation of the new benefits platform and the development of a succession-planning model.

Financials

The audit sign-off is complete. Although this is typically a low-expenditure period, there are no concerns regarding our current financial position. As noted above, meetings with municipalities are being scheduled to present our budget for the upcoming fiscal year.

Other:

As we wrap up 2026, I want to personally thank each of you for your continued commitment and dedication to the CLA. It is your hard work and passion that make this organization truly exceptional. Thank you, and I wish you and your families a Joyful Holiday Season and a Prosperous New Year!

Martin W. O'Connor

December 10, 2025

WWW.CANDLEWOODLAKEAUTHORITY.ORG

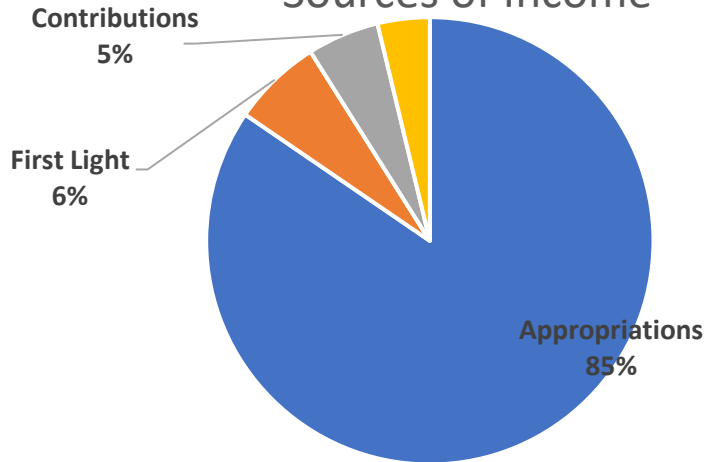
Finance Committee Financial Results November 2025



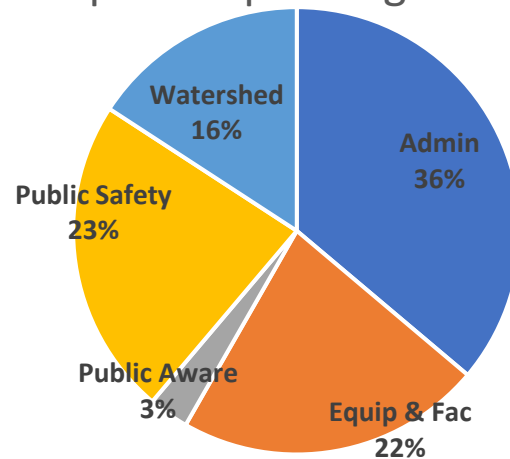
Income & Expense Overview

Financial Results thru November 2025

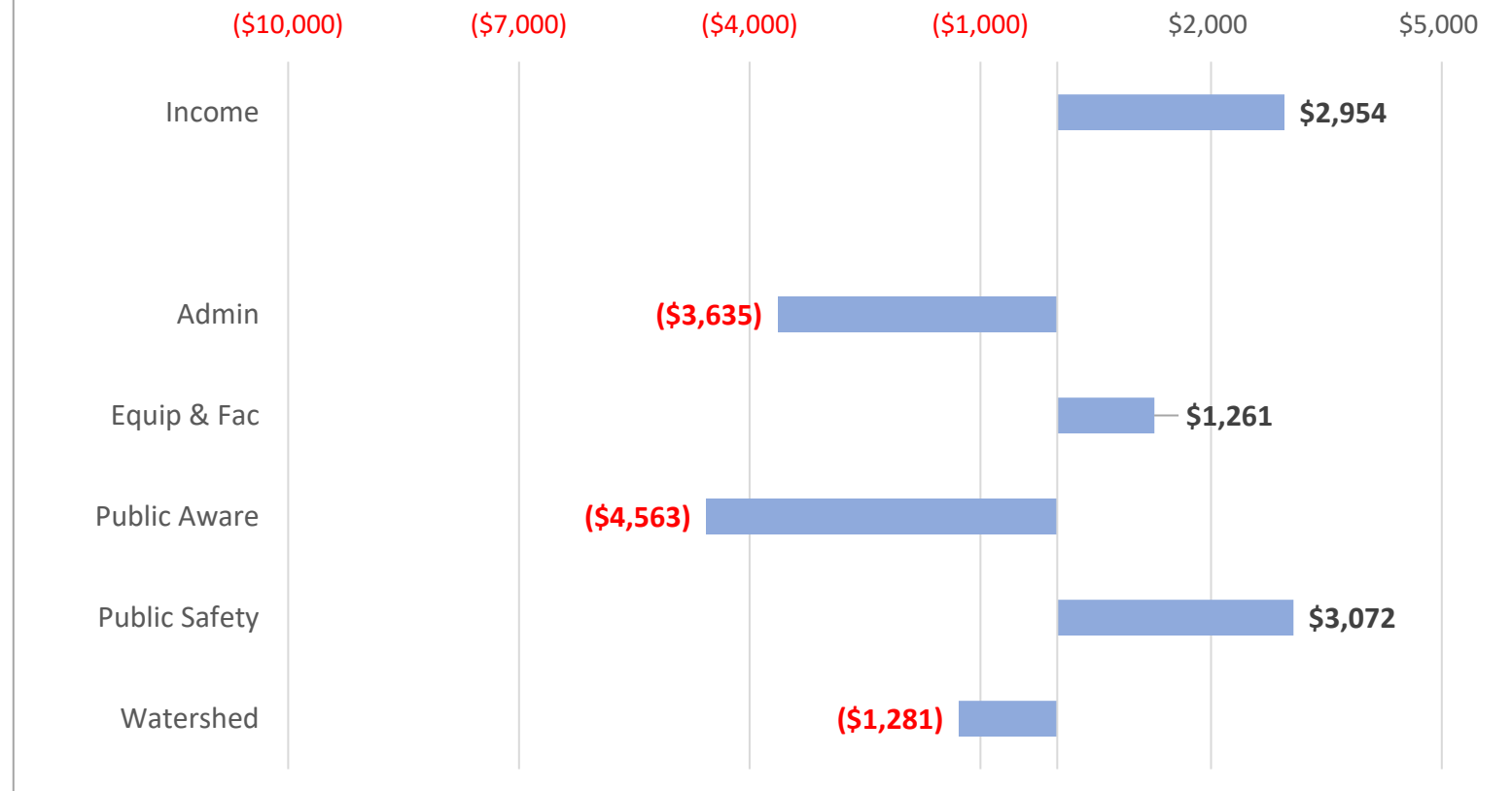
Sources of Income



Expense Spending Profile



Over / (Under) Budget Performance



Operational Income & Expense Summary

Financial Results thru November 2025

November 2025 Results	YTD Budget	YTD Actual	O / (U) YTD Budget	% of YTD Budget		FY Budget	FY Forecast	O / (U) FY F'cst	% of FY Budget
Income	\$721,000	\$723,954	\$2,954	100%		\$757,500	\$760,454	\$2,954	100%
<u>Expenses</u>									
Administration	\$119,941	\$116,306	(\$3,635)	97%		\$273,855	\$270,220	(\$3,635)	99%
Equipment & Facilities	\$103,056	\$104,317	\$1,261	101%		\$167,590	\$168,851	\$1,261	101%
Public Awareness	\$5,000	\$437	(\$4,563)	9%		\$22,000	\$17,437	(\$4,563)	79%
Public Safety	\$100,557	\$103,629	\$3,072	103%		\$174,280	\$177,352	\$3,072	102%
Watershed Management	\$68,022	\$66,741	(\$1,281)	98%		\$119,775	\$118,494	(\$1,281)	99%
Total Expense	\$396,576	\$391,430	(\$5,146)	99%		\$757,500	\$752,354	(\$5,146)	99%
Other Income/(Expense)	\$0	\$598	\$598			\$0	\$598	\$598	
Operating Surplus/(Deficit)	\$324,424	\$333,121	\$8,697	103%		\$0	\$8,697	\$8,697	-
* Accrual Basis Accounting									

Key Drivers of the deltas to Budget



Income: Over budget driven by Interest Income and a CIRMA unplanned rebate, offset by a slight underrun in Donations



Administration: Under budget driven by employee benefits and rent.



Equipment & Facilities: Slightly over budget driven by employee Wages and Work Boat expenses.



Public Awareness: Under budget on all line items.



Public Safety: Over budget driven by Maintenance, Technology, and Equipment offset by Wages and Fuel expenses.



Watershed: Under budget driven by employee benefits and Professional Development.

Committee Details



Income Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Income						
901 · Appropriations	0.00	0.00	651,000.00	651,000.00	0.00	651,000.00
902 · Contribution from FirstLight	0.00	0.00	50,000.00	50,000.00	0.00	50,000.00
903 · Interest	3,289.12	2,500.00	16,678.43	14,000.00	2,678.43	25,000.00
911 · Miscellaneous Income	0.00	0.00	1,426.00	0.00	1,426.00	0.00
912 · Contributions and Donations	333.70	1,000.00	1,599.55	5,000.00	-3,400.45	35,000.00
915 · Sponsorship -programs/activitie	0.00	0.00	2,250.00	1,000.00	1,250.00	12,000.00
916 · Lake Patrol Services	0.00	0.00	0.00	0.00	0.00	2,000.00
917 · Buoy Contract	0.00	0.00	1,000.00	0.00	1,000.00	2,000.00
Total Income	3,622.82	3,500.00	723,953.98	721,000.00	2,953.98	777,000.00



Administration Expense Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Administration						
100 · Executive Director - Wages	8,275.00	8,275.00	41,375.00	41,375.00	0.00	99,300.00
101 · SS/Medi/CTUC	1,971.28	2,258.96	15,156.77	15,085.93	70.84	31,500.00
101A · Workers Comp Insurance	0.00	0.00	2,070.00	2,417.50	-347.50	4,835.00
102 · Exec Dir - Fringe Benefits	1,470.76	1,347.92	5,827.55	6,739.60	-912.05	16,175.00
110 · Admin. Coordinator - Wages	2,494.10	3,081.25	14,990.05	15,406.25	-416.20	36,975.00
112 · Admin Cor - Fringe Benefits	1,461.76	1,201.67	5,410.56	6,008.35	-597.79	14,420.00
113 · Insurance	0.00	0.00	6,186.32	6,000.00	186.32	12,000.00
114 · Telephone	350.00	300.00	1,425.00	1,500.00	-75.00	3,600.00
115 · Office Supplies	80.45	491.67	1,473.49	2,458.35	-984.86	5,900.00
116 · Postage	0.00	62.50	44.28	312.50	-268.22	750.00
117 · Audit	0.00	0.00	0.00	0.00	0.00	8,000.00
118 · Professional Services	1,997.36	1,545.83	8,654.11	7,729.15	924.96	18,550.00
119 · Bank and Service Fees	189.92	210.00	1,088.24	1,050.00	38.24	2,500.00
121 · Expenses	0.00	83.33	1,082.78	416.65	666.13	1,000.00
122 · Internet Access	0.00	100.00	559.92	500.00	59.92	1,200.00
124 · Technology Hardware & Services	926.95	833.33	5,462.28	4,166.65	1,295.63	10,000.00
161 · Office Rent	1,100.00	1,755.00	5,500.00	8,775.00	-3,275.00	21,060.00
Total Administration	20,317.58	21,546.46	116,306.35	119,940.93	-3,634.58	287,765.00



Equipment & Facilities Expense Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Equipment and Facilities						
200 · Personnel - Wages	0.00	1,000.00	0.00	1,000.00	-1,000.00	2,000.00
210 · Operations Manager - Wages	4,216.00	3,810.00	23,033.00	19,060.00	3,973.00	45,730.00
212 · Ops Mgr - Fringe Benefits	0.00	100.00	150.00	500.00	-350.00	1,200.00
221 · Sherman Base - Repairs/Maint	0.00	250.00	640.40	1,250.00	-609.60	3,000.00
222 · Utilities - electric	130.28	520.00	471.55	2,600.00	-2,128.45	6,240.00
223 · Internet and Security Systems	0.00	20.83	415.04	104.15	310.89	250.00
226 · Work Boats	0.00	500.00	3,501.28	2,500.00	1,001.28	6,000.00
227 · Vehicle	0.00	166.67	1,074.60	833.35	241.25	2,000.00
228 · Dock and Trash Pick Up	0.00	41.67	20.74	208.35	-187.61	500.00
231 · Buoy Maintenance	0.00	0.00	10.43	0.00	10.43	2,675.00
261 · Capital Replacement Fund	0.00	0.00	75,000.00	75,000.00	0.00	75,000.00
Total Equipment and Facilities	4,346.28	6,409.17	104,317.04	103,055.85	1,261.19	144,595.00



Public Awareness Expense Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Public Awareness						
414 · Subscription services	0.00	416.67	437.22	2,083.35	-1,646.13	5,000.00
415 · Events and Displays	0.00	583.33	0.00	2,916.65	-2,916.65	7,000.00
417 · Fundraising	0.00	0.00	0.00	0.00	0.00	6,000.00
421 · Shoreline Cleanup	0.00	0.00	0.00	0.00	0.00	4,000.00
Total Public Awareness	0.00	1,000.00	437.22	5,000.00	-4,562.78	22,000.00



Public Safety Expense Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Public Safety						
300 · Lake Patrol Wages	1,502.80	299.00	45,865.39	49,312.78	-3,447.39	64,540.00
301 · CLAMP Chief Salary	3,537.50	3,537.50	17,687.50	17,687.50	0.00	42,450.00
311 · Boat Maintenance and Reimburse	0.00	1,500.00	8,403.09	6,180.00	2,223.09	21,500.00
312 · Gas and Oil	0.00	0.00	18,105.23	19,504.01	-1,398.78	25,900.00
313 · Insurance	0.00	0.00	5,270.68	5,462.50	-191.82	10,925.00
314 · Training	0.00	0.00	0.00	0.00	0.00	5,610.00
318 · Miscellaneous	0.00	100.00	530.69	500.00	30.69	1,000.00
320 · Technology HW & Services	0.00	362.00	4,589.55	1,810.00	2,779.55	4,345.00
321 · Radio & Equipment	0.00	0.00	2,505.49	100.00	2,405.49	1,810.00
322 · Uniforms	0.00	0.00	671.00	0.00	671.00	2,920.00
324 · CLAMP Services - Fireworks	0.00	0.00	0.00	0.00	0.00	2,000.00
Total Public Safety	5,040.30	5,798.50	103,628.62	100,556.79	3,071.83	183,000.00



Watershed Management Expense Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Watershed Managment						
500A · Director of Ecology Wage	6,112.50	6,112.50	30,562.50	30,562.50	0.00	73,350.00
502 · Dir. Ecology - Fringe	1,464.47	1,280.00	5,701.97	6,400.00	-698.03	15,360.00
511 · Lake and Stream Monitoring	0.00	0.00	7,221.82	7,599.99	-378.17	15,200.00
512 · E-Coli Bacteria Testing	0.00	0.00	2,980.25	1,500.00	1,480.25	3,000.00
513 · Cynobacteria testing (BG Algae)	0.00	0.00	0.00	999.99	-999.99	2,000.00
514 · Travel	0.00	250.00	1,142.40	1,250.00	-107.60	3,000.00
515 · Equipment and Supplies	0.00	200.00	160.31	1,000.00	-839.69	2,500.00
517 · Science Boat	0.00		0.00		0.00	2,530.00
518 · Insurance	0.00		0.00		0.00	200.00
531 · Professional Development	1,601.88	0.00	3,471.88	3,500.00	-28.12	7,000.00
532 · Engineering and Consulting	0.00	0.00	15,000.00	15,000.00	0.00	15,000.00
599 · Miscellaneous	0.00	30.00	500.00	210.00	290.00	500.00
Total Watershed Managment	9,178.85	7,872.50	66,741.13	68,022.48	-1,281.35	139,640.00

Other (Restricted Grants) Income/Expense Details

	<u>Nov 25</u>	<u>Budget</u>	<u>YTD Actuals</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Other Income/Expense						
Other Income						
900-21B · DEEP AIS (Lake Steward)	24,136.20	0.00	24,136.20	15,000.00	9,136.20	20,000.00
Total Other Income	24,136.20	0.00	24,136.20	15,000.00	9,136.20	20,000.00
Other Expense						
800-21B · DEEP AIS (Lake Steward)	0.00	0.00	19,381.80	15,000.00	4,381.80	20,000.00
					0.00	
Total Other Expense	0.00	0.00	19,381.80	15,000.00	4,381.80	20,000.00
Net Other Income / Other Expense	24,136.20	0.00	4,754.40	0.00	4,754.40	0.00

Capital Summary Status

Capital Summary for Fiscal Year 2025/2026		Available
Opening Balance as of July 1, 2025	\$575,236	\$343,567
Appropriations		
Annual Capital Appropriation (July 2025)	\$75,000	\$75,000
First Light Donation (Oct 2025)	\$40,000	\$40,000
Capital Planned Expenditures		
Truck (\$48,000 - Apr 2025)	(\$45,655)	
Sherman Base Roof (\$10,000 - Aug 2025)	(\$5,300)	(\$5,300)
Silver Ships 3 (\$250,000 - Sep 2023)	(\$182,888)	
Science Vessel (\$285,000 - Oct 2025)		(\$285,000)
Antennas (\$6,000 - Dec 2024)	(\$1,125)	
Closing Balance as of November 30, 2025	\$455,268	\$168,267
Items in () show amount & when CLA Board approved the expenditure		

Balance Sheet Summary & Details

	Nov 30
ASSETS	
Current Assets	
1120 · USB Checking -0212	975,948.49
11000 · Accounts Receivable	89,236.20
Total Current Assets	1,065,184.69
TOTAL ASSETS	1,065,184.69

	Nov 30
Liabilities	
2000 · Accounts Payable	6,816.74
2500 · Accrued Expenses	2,320.00
2700 · Deferred Grant Income	
2700B · Grass Carp	4,981.00
2700 · Deferred Grant Income	0.00
Total 2700 · Deferred Grant Income	4,981.00
700 · CapitalProject Fund	455,267.43
Total Liabilities	469,454.38

	Nov 30
Equity	
3200B · Restricted	
3200B 1 · Education Programs	10,353.69
3200B 2 · Zebra Mussels	5,450.08
Total 3200B · Restricted	15,803.77
3200D · Assigned	
3200D 1 · HMS Initiatives	2,993.63
3200D 2 · Lake Incentives	30,602.44
3200D 3 · Buffer Garden	1,983.77
Total 3200D · Assigned	35,579.84
3200E · Unassigned	211,225.55
Net Income	333,121.15
Total Equity	595,730.31
TOTAL LIABILITIES & EQUITY	1,065,184.69

Accounts Receivable			
Danbury	July	\$65,100.00	
DEEP (Lake Stewards)	Nov	\$24,136.20	
Total Accounts Receivable		\$89,236.20	

Accounts Payable			
The Aiello Roofing Company	Oct	\$5,300.00	
GEI Consultants Inc	Nov	\$936.00	
Organizationink, Inc.	Nov	\$650.00	
AT&T	Sep	-\$69.21	
Union Savings Bank	July	-\$0.05	
Total Accounts Payable		\$6,816.74	

Accrued Expenses			
Website Refresh	July 2024	\$2,320.00	
Total Accrued Expenses		\$2,320.00	



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J. Neil Stalter

Director of Ecology and Environmental Education

Candlewood Lake Authority

Re: December Monthly Report

Date: 12/10/2025

- The lake has had some algae blooming issues over the past month, which is not particularly surprising considering the weather and time of year (following the turnover).
 - Steve and Mike went out to grab water samples of the bloom so we can better understand the water chemistry causing blooms. Those samples have been dropped off at the lab.
- We have received the baseline PFAS results from the lab. The vast majority of PFAS molecules were so low concentration that they could not be detected at all in the main basins of the lake.
 - The only exception was the molecule PFHxS which was detected at 1.33 & 1.34 Parts per Trillion at the New Milford and New Fairfield basins of the lake. While this is a “forever chemical”, it is not commonly regulated like PFOS or PFOA, both of which were not detected in the water samples at readable concentrations. Michigan has set a drinking water standard for PFHxS of 51 PPT (well above our measurements).
- I have finished the final report for the lake steward program from 2025. Over the 5 years of the program, the stewards have inspected over 2,500 boats! The full report has been posted on our website.
 - I have also submitted that report, along with a reimbursement request, to DEEP for reimbursing all the costs of the program.
- I am finalizing the application for the lake steward program for 2027, which is due to DEEP on Wed 12/10. We are already funded through summer 2026, so this application is being done ahead of time to allow time for approval/recruitment.

- I've been helping here and there with the annual appeal to develop content and graphs. Joan, Marianne, and Mark are doing the lion's share of the work though!
 - We have also posted the "About Us" video on our site so that a QR code on the appeal can lead folks to the video.
- I received the good news that the paper we collaborated with CAES and DEEP about the plant community changes in the lake is being published! More information on that acceptance to come.
- We are continuing to work with the 5 towns on locations for the groundwater test wells and making progress. Thanks to Mark for helping with those meetings and conversations!
- The grant applications for AIS funding have opened and are due Dec. 10. I have begun the process of applying for funding for the stewards for 2027.
- We are continuing to work with Munson on adjustments to the science boat design. Extremely exciting; the boat will be perfect for the ecological protection and monitoring of the lake for a very long time.
- I hope everyone is having a wonderful holiday season!