



# 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, January 14, 2026 - 7:00PM via ZOOM

### ATTENDING:

R. Paladino	Sherman
D. Cushnie	Sherman
M. O'Connor	Sherman
J. Archer (7:04pm)	New Fairfield
J. Main	New Fairfield
M. Gaffey	Brookfield
W. Meikle	Brookfield
B. Lohan	Brookfield
J. Laughinghouse	Danbury
S. Kluge	New Milford
J. Wodarski	New Milford

### ABSENT:

B. Licht	New Fairfield
E. Siergiej	Danbury
S. McColgan	Danbury
M. Toussaint	New Milford

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

Recorder: D. Wright

Guests: 2

*Chairman, **Martin O'Connor**, called the meeting to order at 7:01pm.*

### PUBLIC COMMENT

None

### CONSENT AGENDA

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

## **TREASURER (Will Meikle)**

Will discussed that we are ahead of the budget mostly due to timing. He noted that budget reviews with the municipalities are on the calendar and New Fairfield has been completed. Will currently does not foresee any issues with the pending presentation of budgets which should all be completed by the end of February.

Joan joined 7:04pm

## **PUBLIC SAFETY (Mark Howarth)**

Mark provided an update that Nick and his team are continuing their work on the Marine Patrol hiring process. Interviews have been completed and candidates are being prepared to attend training with DEEP. Nick mentioned officers from last season are returning for the 2026 season.

## **EQUIPMENT & FACILITIES (Mark Howarth)**

Mark noted the primary project currently is the retro-fit of the SS1 dashboard so it reflects the other SS vessels. Michael added we are in the process of adding signage to the new truck. The tailgate will have the CLA web address and the door will have our CLA logo.

## **PUBLIC AWARENESS (Joan Archer)**

Joan reported that the appeal was sent out on time and PA is working on video series planning.

## **WATERSHED MANAGEMENT (Steve Kluge, Neil Statler)**

Neil discussed the lake level and that there will be a shallow draw down which has begun. Colder temperatures have caused the blooms which were still around in December to subside. Neil noted the bloom tests showed an elevated phosphorus measurement. Neil added the science boat is moving into fabrication and there is an expected delivery in April or May. Neil noted he's working on the final water quality report which should be completed soon. Neil added that the grant application has been completed for the Lake Stewards for 2027.

John Laughinghouse added that the City of Danbury is applying for a \$75,000 grant through the Recreation Department for the aquatic nuisance species.

## **ADJOURN**

*Martin O'Connor made a motion to adjourn the meeting, seconded by Steve Kluge, all voting in favor.*

The meeting adjourned at 7:17 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joan Archer" with a small "dw" superscripted above the end of the name.

Joan Archer, Secretary  
Dee Wright, Administrative Coordinator

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

**January 14, 2026**

## **Municipalities**

We have received the tentative dates for the annual budget-meeting from the respective municipalities. They are as follows: New Fairfield 1/12/26, New Milford 2/19/26, Sherman 2/21/26, Danbury 2/23/26. Brookfield has not provided a target date as of this report. The intent remains to ensure that, in addition to the Treasurer, Executive Director, and myself, the appropriate aligned Delegates also attend these meetings.

Attended the Sherman Selectman's December meeting to support the nomination and approval of a new CLA Delegate. Robert [Bob] Paladino was approved as the new town Delegate replacing former Delegate Phyllis Schaer.

## **Committees**

Continue to check in with committees that meet regularly, with no significant concerns to report.

## **Financials**

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:**

Annual performance reviews are targeted to be completed prior to the end of January. Our annual staff holiday luncheon was postponed and will be rescheduled for a date in January.

On a special note, I would like to thank Phyllis Schaer for her many years of dedicated service to the CLA. Over the years, Phyllis held numerous positions, including Chair, and consistently demonstrated outstanding leadership. She guided the CLA through many challenges with strength and commitment, never wavering in her dedication. We are all truly grateful for her guidance, leadership, and unwavering service.

**Martin W. O'Connor**

**January 14, 2026**

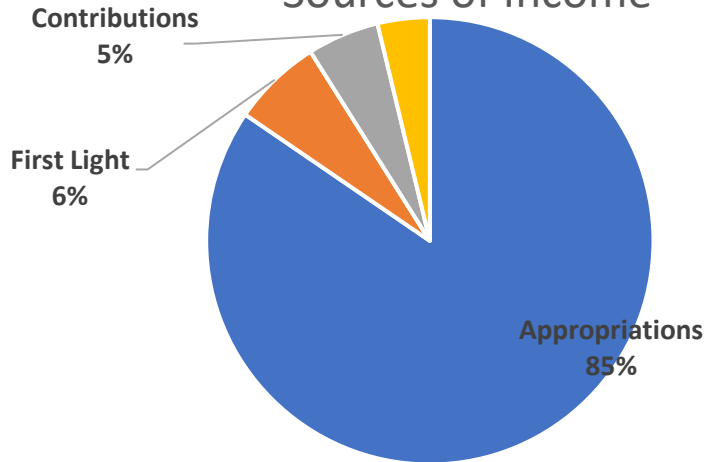
# Finance Committee Financial Results December 2025



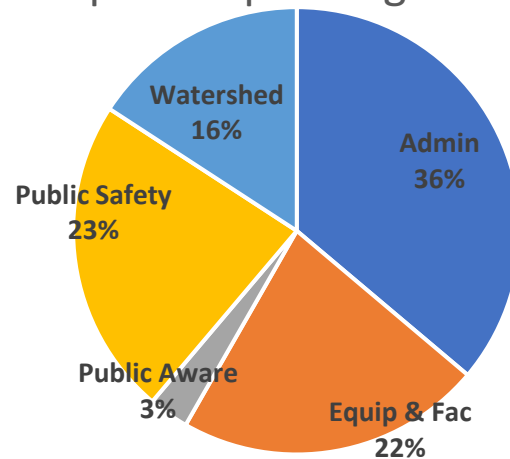
# Income & Expense Overview

Financial Results thru December 2025

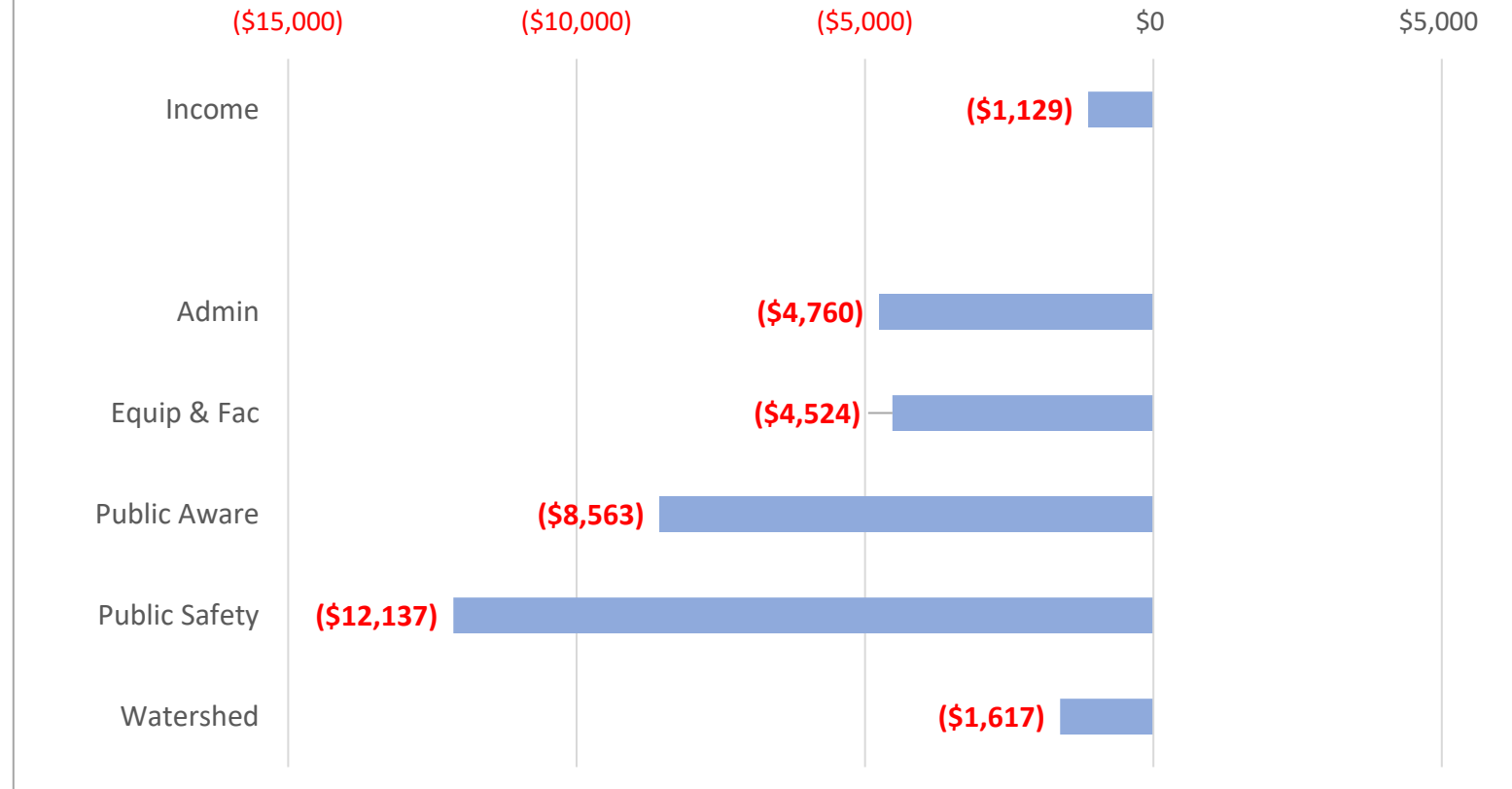
Sources of Income



Expense Spending Profile



Over / (Under) Budget Performance



# Operational Income & Expense Summary

## Financial Results thru December 2025

December 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
<b>Income</b>	\$734,500	\$733,371	(\$1,129)	100%		\$757,500	\$756,371	(\$1,129)	100%
<b><u>Expenses</u></b>									
Administration	\$152,401	\$147,641	(\$4,760)	97%		\$273,855	\$269,095	(\$4,760)	98%
Equipment & Facilities	\$111,340	\$106,816	(\$4,524)	96%		\$167,590	\$163,066	(\$4,524)	97%
Public Awareness	\$9,000	\$437	(\$8,563)	5%		\$22,000	\$13,437	(\$8,563)	61%
Public Safety	\$119,487	\$107,350	(\$12,137)	90%		\$174,280	\$162,143	(\$12,137)	93%
Watershed Management	\$75,895	\$74,278	(\$1,617)	98%		\$119,775	\$118,158	(\$1,617)	99%
<b>Total Expense</b>	\$468,122	\$436,522	(\$31,601)	93%		\$757,500	\$725,899	(\$31,601)	96%
<b>Other Income/(Expense)</b>	\$0	\$1,648	\$1,648			\$0	\$1,648	\$1,648	
<b>Operating Surplus/(Deficit)</b>	\$266,378	\$298,497	\$32,120	112%		\$0	\$32,120	\$32,120	-
* Accrual Basis Accounting									

# Key Drivers of the deltas to Budget



**Income:** Under budget driven by underrun in Donations, partially offset by Interest Income and a CIRMA unplanned rebate



**Administration:** Under budget driven by rent and insurance costs.



**Equipment & Facilities:** Under budget driven by Utilities and Work Boat expenses.



**Public Awareness:** Under budget on all line items.



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



**Watershed:** Under budget driven by employee benefits and Equipment costs.

# Committee Details





## Income Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
<b>Income</b>						
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	3,109.57	2,000.00	19,788.00	16,000.00	3,788.00	25,000.00
911 · Miscellaneous Income	0.00	0.00	1,426.00	0.00	1,426.00	0.00
912 · Contributions and Donations	6,307.25	8,500.00	7,906.80	13,500.00	-5,593.20	35,000.00
915 · Sponsorship -programs/activitie	0.00	2,000.00	2,250.00	3,000.00	-750.00	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	1,000.00	1,000.00	1,000.00	0.00	2,000.00
<b>Total Income</b>	<b>9,416.82</b>	<b>13,500.00</b>	<b>733,370.80</b>	<b>734,500.00</b>	<b>-1,129.20</b>	<b>777,000.00</b>



# Administration Expense Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
<b>Administration</b>						
100 · Executive Director - Wages	8,275.00	8,275.00	49,650.00	49,650.00	0.00	99,300.00
101 · SS/Medi/CTUC	1,748.46	2,172.46	16,905.23	17,258.39	-353.16	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	1,423.46	1,347.92	7,252.20	8,087.52	-835.32	16,175.00
110 · Admin. Coordinator - Wages	3,384.85	3,081.25	18,374.90	18,487.50	-112.60	36,975.00
112 · Admin Cor - Fringe Benefits	1,414.46	1,201.67	6,826.21	7,210.02	-383.81	14,420.00
113 · Insurance	0.00	3,000.00	6,186.32	9,000.00	-2,813.68	12,000.00
114 · Telephone	250.00	300.00	1,675.00	1,800.00	-125.00	3,600.00
115 · Office Supplies	92.44	491.67	1,677.36	2,950.02	-1,272.66	5,900.00
116 · Postage	0.00	62.50	44.28	375.00	-330.72	750.00
117 · Audit	8,000.00	8,000.00	8,000.00	8,000.00	0.00	8,000.00
118 · Professional Services	1,689.48	1,545.83	10,343.59	9,274.98	1,068.61	18,550.00
119 · Bank and Service Fees	188.01	210.00	1,276.25	1,260.00	16.25	2,500.00
121 · Expenses	0.00	83.33	4,737.01	499.98	4,237.03	1,000.00
122 · Internet Access	0.00	100.00	559.92	600.00	-40.08	1,200.00
124 · Technology Hardware & Services	0.00	833.33	5,462.28	4,999.98	462.30	10,000.00
161 · Office Rent	1,100.00	1,755.00	6,600.00	10,530.00	-3,930.00	21,060.00
<b>Total Administration</b>	<b>27,566.16</b>	<b>32,459.96</b>	<b>147,640.55</b>	<b>152,400.89</b>	<b>-4,760.34</b>	<b>287,765.00</b>



# Equipment & Facilities Expense Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
<b>Equipment and Facilities</b>						
200 · Personnel - Wages	0.00	0.00	0.00	1,000.00	-1,000.00	2,000.00
210 · Operations Manager - Wages	3,720.00	3,810.00	26,753.00	22,870.00	3,883.00	45,730.00
212 · Ops Mgr - Fringe Benefits	0.00	100.00	150.00	600.00	-450.00	1,200.00
221 · Sherman Base - Repairs/Maint	0.00	250.00	640.40	1,500.00	-859.60	3,000.00
222 · Utilities - eletric	0.00	520.00	471.55	3,120.00	-2,648.45	6,240.00
223 · Internet and Security Systems	0.00	20.83	415.04	124.98	290.06	250.00
226 · Work Boats	0.00	2,000.00	2,280.41	4,500.00	-2,219.59	6,000.00
227 · Vehicle	0.00	166.67	1,074.60	1,000.02	74.58	2,000.00
228 · Dock and Trash Pick Up	0.00	41.67	20.74	250.02	-229.28	500.00
231 · Buoy Maintenance	0.00	1,375.00	10.43	1,375.00	-1,364.57	2,675.00
261 · Capital Replacement Fund	0.00	0.00	75,000.00	75,000.00	0.00	75,000.00
<b>Total Equipment and Facilities</b>	<b>3,720.00</b>	<b>8,284.17</b>	<b>106,816.17</b>	<b>111,340.02</b>	<b>-4,523.85</b>	<b>144,595.00</b>



## Public Awareness Expense Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Public Awareness						
414 · Subscription services	0.00	416.67	437.22	2,500.02	-2,062.80	5,000.00
415 · Events and Displays	0.00	583.33	0.00	3,499.98	-3,499.98	7,000.00
417 · Fundraising	0.00	3,000.00	0.00	3,000.00	-3,000.00	6,000.00
421 · Shoreline Cleanup	0.00	0.00	0.00	0.00	0.00	4,000.00
Total Public Awareness	0.00	4,000.00	437.22	9,000.00	-8,562.78	22,000.00



# Public Safety Expense Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
<b>Public Safety</b>						
300 · Lake Patrol Wages	114.20	299.00	45,979.59	49,611.78	-3,632.19	64,540.00
301 · CLAMP Chief Salary	3,537.50	3,537.50	21,225.00	21,225.00	0.00	42,450.00
311 · Boat Maintenance and Reimburse	0.00	12,000.00	8,403.09	18,180.00	-9,776.91	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	2,731.25	5,270.68	8,193.75	-2,923.07	10,925.00
314 · Training	0.00	0.00	0.00	0.00	0.00	5,610.00
318 · Miscellaneous	0.00	0.00	530.69	500.00	30.69	1,000.00
320 · Technology HW & Services	0.00	362.00	4,658.76	2,172.00	2,486.76	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
<b>Total Public Safety</b>	<b>3,651.70</b>	<b>18,929.75</b>	<b>107,349.53</b>	<b>119,486.54</b>	<b>-12,137.01</b>	<b>183,000.00</b>



# Watershed Management Expense Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
<b>Watershed Managment</b>						
500A · Director of Ecology Wage	6,112.50	6,112.50	36,675.00	36,675.00	0.00	73,350.00
502 · Dir. Ecology - Fringe	1,423.47	1,280.00	7,126.63	7,680.00	-553.37	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	1,500.00	-357.60	3,000.00
515 · Equipment and Supplies	0.00	200.00	160.31	1,200.00	-1,039.69	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	0.00	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	240.00	260.00	500.00
<b>Total Watershed Managment</b>	<b>7,535.97</b>	<b>7,872.50</b>	<b>74,278.29</b>	<b>75,894.98</b>	<b>-1,616.69</b>	<b>139,640.00</b>

## Other (Restricted Grants) Income/Expense Details

	<u>Dec 25</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Other Income/Expense						
Other Income						
900-21B · DEEP AIS (Lake Steward)	0.00	0.00	24,136.20	15,000.00	9,136.20	20,000.00
Total Other Income	0.00	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
80000 · Ask My Accountant	0.00		2,238.37		2,238.37	
Total Other Expense	0.00	0.00	21,620.17	15,000.00	6,620.17	20,000.00
Net Other Income / (Other Expense)	0.00	0.00	2,516.03	0.00	2,516.03	0.00



# Capital Summary Status

Capital Summary for Fiscal Year 2025/2026		Available
Opening Balance as of July 1, 2025	\$575,236	\$344,346
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)
Hoist (\$2,000 - Apr 2025)	(\$1,221)	
Antennaes (\$6,000 - Dec 2024)	(\$1,125)	
Closing Balance as of December 31, 2025	\$454,047	\$169,046
Items is ( ) show amount & when CLA Board approved the expenditure		



# Balance Sheet Summary & Details

	Dec 31
<b>ASSETS</b>	
Current Assets	
1120 · USB Checking -0212	936,789.35
11000 · Accounts Receivable	89,236.20
Total Current Assets	1,026,025.55
<b>TOTAL ASSETS</b>	<b>1,026,025.55</b>

	Dec 31
<b>Liabilities</b>	
2000 · Accounts Payable	-4,085.56
2500 · Accrued Expenses	10,320.00
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	454,046.56
<b>Total Liabilities</b>	<b>464,919.20</b>

	Dec 31
<b>Equity</b>	
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	298,497.19
Total Equity	561,106.35
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,026,025.55</b>

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

<b>Accounts Payable</b>			
Anthem Blue Cross & Blue Shield	Dec	-\$3,943.39	
Cigna Dental	Dec	-\$142.17	
Total Accounts Payable			<b>-\$4,085.56</b>

<b>Accrued Expenses</b>			
Sinamon & Associates	Dec	\$8,000.00	
Website Refresh	July 2024	\$2,320.00	
Total Accrued Expenses			<b>\$10,320.00</b>



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**January 14, 2026**  
**Executive Director**  
**Mark Howarth**

## **Monthly Report**

Thank you to evveryone who took on extra work to ensure everything got done that needed to in my absence.

- Our proposed budget has been submitted to all five ouf our municipalities, along with the supporting documents, including the capital plan and our budget overview. Special thanks to Will for preparing those documents for us.

We met with officials from the Town of New Fairfield to present our budget on January 12<sup>th</sup>. It was a positive meeting that gave us an oppourtnty to explain our budget request as well as duscuss some of the upcoming initiataives we have for 2026. Our next scheduled budget presenation is on February 21<sup>st</sup> with the Town of Sherman.

- We sent out our annual appeal in December and we have started to see returns from that effort. Many thanks to Joan and Marianne for their help with that again this year.
- The engineering and planning phase for the research vessel has been completed and we are now entering the build phase with costruction beginning any day now. The boat is expected to be delivered by the end of April and we look forward to the many benefits this vessel will provide in our efforts to preserve the environmetal values of the lake for the future.
- We are in the process of assessing the current regulations that impact the lake, recreationally and environmentally, and exploring legislative changes that would improve the recreational safety and enhance the environmental protections for Candlewood.



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**J. Neil Stalter**

**Director of Ecology and Environmental Education**

**Candlewood Lake Authority**

**Re:** January Monthly Report

**Date:** 1/14/2026

- The lake has a thin layer of ice on it, and the level has begun to drop slowly. This year is a scheduled shallow drawdown, so we won't see the significant drawdowns of the past few years. However, the level still has a few feet to drop further.
- We received nutrient tests of the blooming water and saw the expected elevated levels of phosphorus. We posted on Facebook another follow-up educational post on what fuels algae blooms, and the test results. Those will also be included in the final year-end report.
- The 2025 appeal has gone out and looks great! We also posted it on the website and updated the 24 report pages to 2025 report pages.
- We submitted comments on the 2025 nuisance plant monitoring report that expressed our desire for expanded monitoring in Candlewood in 2026, as well as a few suggestions for report clarity.
- I wrote and submitted the renewal application for my Certified Lake Manager (CLM) certification, which requires renewal every 3 years with proof of continuing education in lake management and science.
- We are continuing to work with GEI and with the towns on the proper permissions/strategy for the groundwater monitoring program. We want to make sure that everyone's minds are at ease and understand that this is a general monitoring program for nutrients only, and is not in any way related to compliance, etc.

- We have finished most of the updates to the science boat, and Munson will soon begin fabrication with a planned arrival date in April/May. We're very excited!
- I had the pleasure of serving as a "shark" at a Danbury High School event where students presented environmental remediation projects for around the school. This is a fun event every year, and I had assisted some of the groups early in the year to fine tune their projects while they were still working on them!
- We have worked on taking stock of the video series we have in the backlog ready to publish for this upcoming spring/early summer. We also brainstormed plans for the video series this year, with a hopeful focus on the science boat for the ecology side.

