



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, March 11, 2026 - 7:00PM via ZOOM

ATTENDING:

R. Paladino Sherman
B. Licht New Fairfield
J. Archer New Fairfield
J. Main (7:04pm) New Fairfield
W. Meikle Brookfield
B. Lohan Brookfield
E. Siergiej Danbury
S. McColgan Danbury
S. Kluge New Milford
M. Toussaint New Milford

ABSENT:

D. Cushnie Sherman
M. O'Connor Sherman
M. Gaffey Brookfield
J. Laughinghouse Danbury
J. Wodarski New Milford

M. Howarth, Executive Director
N. Mellas, Chief
D. Wright, Administrative Coordinator
M. Gasperino, Operations Manager

Recorder: D. Wright

Guests: 1

Vice Chairman, Joan Archer, called the meeting to order at 7:01pm.

PUBLIC COMMENT

None

CONSENT AGENDA

Joan Archer made a motion to approve the consent agenda, seconded by Steve Kluge, all voting in favor.

TREASURER (Will Meikle)

Will stated our financial position is solid and we are still ahead of budget.

PUBLIC SAFETY (Bill Licht)

Bill welcomed Robert Paladino, our new Sherman Delegate who is also a new member of the Public Safety committee.. Bill added that the jet skis are in at the dealer and will be prepared for the new season. Bill thanked Mark, Will, Shaun and Nick for their tabletop discussions regarding getting multi-agencies together to prepare for different scenarios on Candlewood Lake. Bill added he, along with Mark and possibly Shaun and Nick will be heading to Hartford to discuss the upcoming season with new interim Colonel. Nick confirmed we have six candidates taking their third class this weekend with more training to do.

Jeff Main joined 7:04pm.

EQUIPMENT & FACILITIES (Ed)

Ed discussed that Michael has been preparing the boats for the season and that buoy season begins soon. Mike added we are on schedule with Spring preparation and that we have three new hazard buoys. He mentioned the off-season work including minor work on the base and taking inventory of all the CLA assets including cameras, life vests, binoculars, etc.

PUBLIC AWARENESS (Mark Howarth)

Mark stated that the clean-up plans have started and an official announcement on the date will be soon. He added we plan on attending the Sherman Community Expo on May 2nd, we plan to attend the traditional Sherman Memorial Day parade and that we are looking at events in other municipalities. Mark noted that the business partnership letter will be distributed soon and the 2026 magnets are officially in.

WATERSHED MANAGEMENT (Steve Kluge, Mark Howarth)

Mark discussed the science boat and that it's moving forward in the manufacturing process.

LEGISLATIVE

Mark provided an update on four pieces of legislation we are following: wake surfing, unlicensed PWC operation, bow riding and rapid response for invasive plants. We are waiting for the draft legislation and if we decide to provide any testimony it will be brought back to the Board for approval.

ADJOURN

*Joan Archer made a motion to adjourn the meeting, seconded by **Shaun McColgan**, all voting in favor.*

The meeting adjourned at 7:23 pm.

Respectfully submitted,

Joan Archer ^{dw}

Joan Archer, Secretary

Dee Wright, Administrative Coordinator



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

March 11, 2026

Municipalities

We have now completed four [New Fairfield, Brookfield, Sherman, New Milford] of the five municipalities' annual budget meetings. The meetings went well as the towns had several questions regarding our fleet, capital expenditure, and operating expenses. We are well prepared for the remaining meeting with Danbury. The intent remains to ensure that, in addition to the Treasurer, Executive Director, and myself, the appropriate aligned Delegates also attend these meetings.

Committees

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

Financials

Our Treasurer continues to do an outstanding job, noting no concerns regarding our current financial position

Other:

We continue to meet with our attorney, as we look at possible legislative changes affecting both the public safety and environmental protection on the lake. We have also issued, with assistance from our attorney, a notice to the government on lake responsibilities.

Martin W. O'Connor

March 11, 2026

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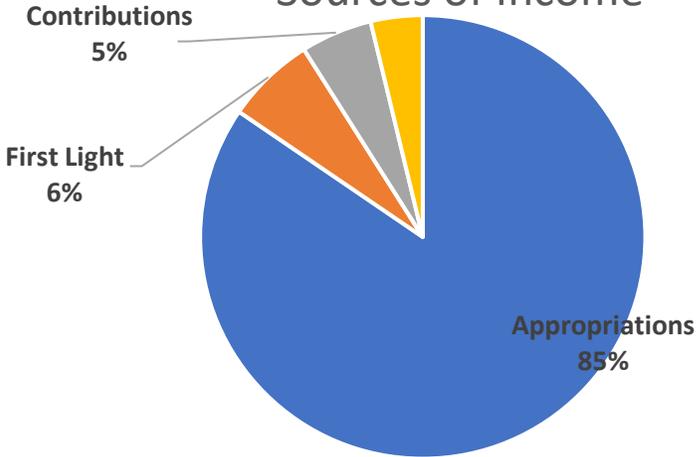
Finance Committee Financial Results February 2026



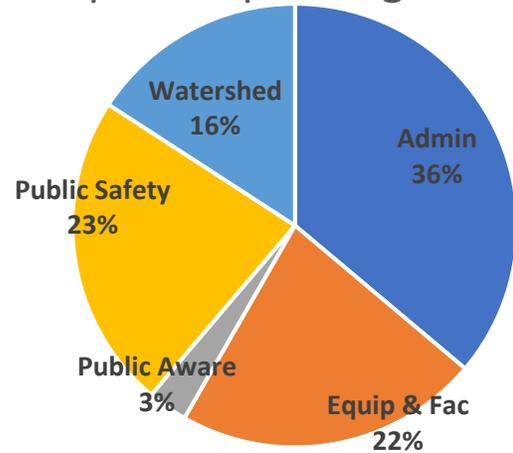
Income & Expense Overview

Financial Results thru February 2026

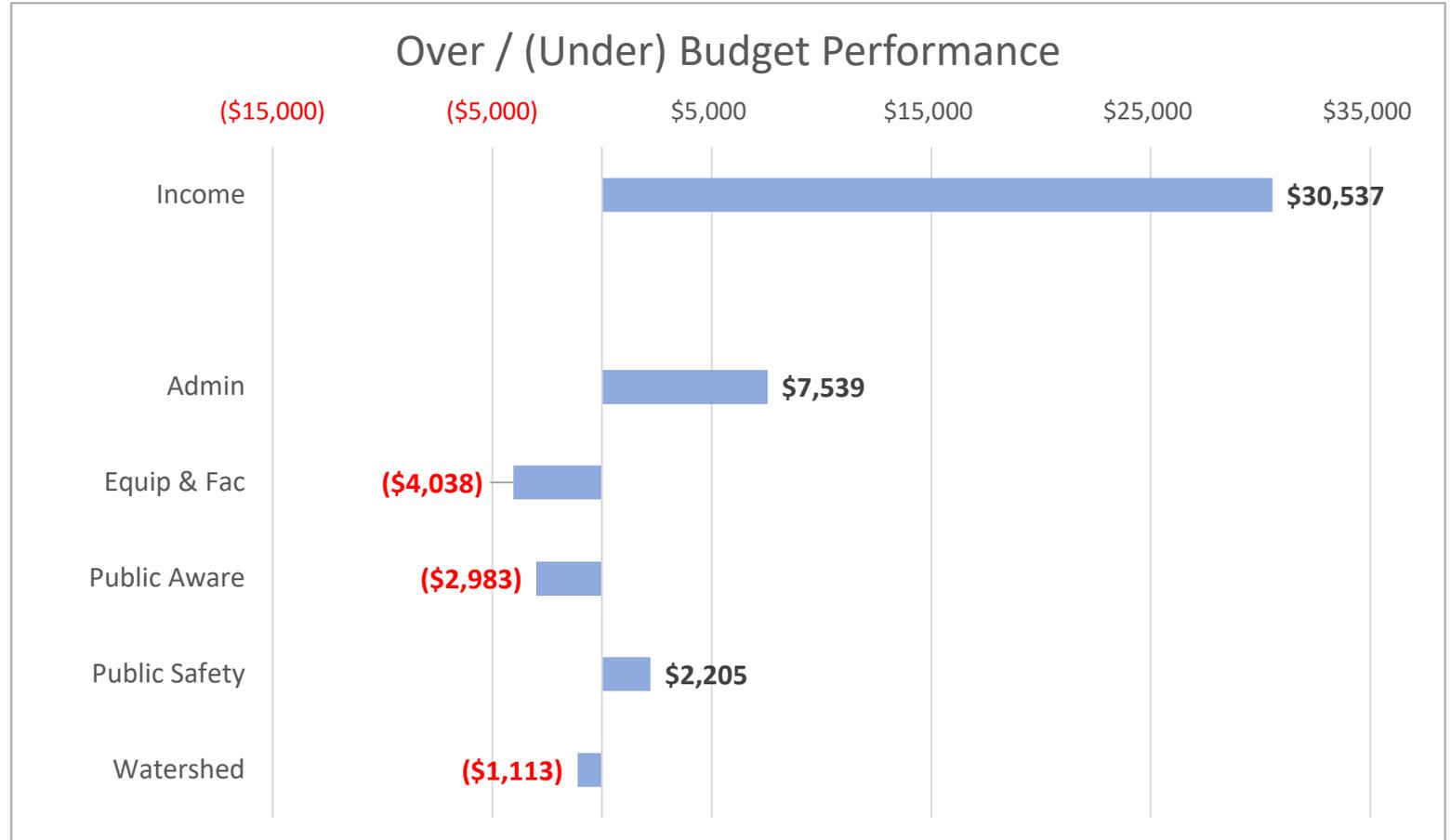
Sources of Income



Expense Spending Profile



Over / (Under) Budget Performance



Operational Income & Expense Summary

Financial Results thru January 2026

February 2026 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	\$756,000	\$786,537	\$30,537	104%	\$757,500	\$788,037	\$30,537	104%
Expenses								
Administration	\$197,764	\$205,303	\$7,539	104%	\$273,855	\$281,394	\$7,539	103%
Equipment & Facilities	\$121,158	\$117,120	(\$4,038)	97%	\$167,590	\$163,552	(\$4,038)	98%
Public Awareness	\$11,000	\$8,017	(\$2,983)	73%	\$22,000	\$19,017	(\$2,983)	86%
Public Safety	\$128,283	\$130,488	\$2,205	102%	\$174,280	\$176,485	\$2,205	101%
Watershed Management	\$95,150	\$94,037	(\$1,113)	99%	\$119,775	\$118,663	(\$1,113)	99%
Total Expense	\$553,355	\$554,966	\$1,611	100%	\$757,500	\$759,111	\$1,611	100%
Other Income/(Expense)	\$0	\$4,754	\$4,754		\$0	\$4,754	\$4,754	
Operating Surplus/(Deficit)	\$202,645	\$236,326	\$33,681	117%	\$0	\$33,681	\$33,681	-
* Accrual Basis Accounting								

Key Drivers of the deltas to Budget



Income: Well ahead of budget driven Donations, Interest Income, Vessel sale, and a CIRMA unplanned rebate



Administration: Over budget driven by Professional Services (Legal & HR Services), CLA event and offset by rent, workers comp and benefits.



Equipment & Facilities: Under budget driven by Utilities, Work Boat and Buoy expenses offset by Wages.



Public Awareness: Under budget on Subscription Services, Events and offset by Fundraising Expenses (timing).



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



Watershed: Under budget driven by Professional Services and Equipment costs offset by Water Testing costs.

Committee Details



Income Details

	<u>Feb 26</u>	<u>Budget</u>	<u>YTD Actual</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	2,513.39	2,000.00	25,127.74	20,000.00	5,127.74	25,000.00
911 · Miscellaneous Income	43.68	0.00	6,469.68	0.00	6,469.68	0.00
912 · Contributions and Donations	3,445.00	8,500.00	44,539.45	31,000.00	13,539.45	35,000.00
915 · Sponsorship -programs/activitie	0.00	0.00	8,400.00	3,000.00	5,400.00	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	1,000.00	0.00	2,000.00
Total Income	6,002.07	10,500.00	786,536.87	756,000.00	30,536.87	777,000.00



Administration Expense Details

	<u>Feb 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Administration						
100 · Executive Director - Wages	8,275.00	8,275.00	66,200.00	66,200.00	0.00	99,300.00
101 · SS/Medi/CTUC	2,204.69	2,198.33	22,329.40	21,629.18	700.22	31,500.00
101A · Workers Comp Insurance	0.00	0.00	4,140.00	4,835.00	-695.00	4,835.00
102 · Exec Dir - Fringe Benefits	1,430.64	1,347.92	10,554.80	10,783.36	-228.56	16,175.00
110 · Admin. Coordinator - Wages	2,875.85	3,081.25	24,304.75	24,650.00	-345.25	36,975.00
112 · Admin Cor - Fringe Benefits	1,173.38	1,201.67	8,569.90	9,613.36	-1,043.46	14,420.00
113 · Insurance	0.00	0.00	9,278.98	9,000.00	278.98	12,000.00
114 · Telephone	250.00	300.00	2,175.00	2,400.00	-225.00	3,600.00
115 · Office Supplies	135.41	491.67	3,289.23	3,933.36	-644.13	5,900.00
116 · Postage	0.00	62.50	58.32	500.00	-441.68	750.00
117 · Audit	0.00	0.00	7,500.00	8,000.00	-500.00	8,000.00
118 · Professional Services	2,881.82	1,545.83	22,297.97	12,366.64	9,931.33	18,550.00
119 · Bank and Service Fees	207.96	210.00	1,672.23	1,680.00	-7.77	2,500.00
121 · Expenses	0.00	83.33	4,944.49	666.64	4,277.85	1,000.00
122 · Internet Access	0.00	100.00	994.87	800.00	194.87	1,200.00
124 · Technology Hardware & Services	934.95	833.33	9,194.08	6,666.64	2,527.44	10,000.00
161 · Office Rent	1,133.00	1,755.00	7,799.00	14,040.00	-6,241.00	21,060.00
Total Administration	21,502.70	21,485.83	205,303.02	197,764.18	7,538.84	287,765.00



Equipment & Facilities Expense Details

	<u>Feb 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Equipment and Facilities						
200 · Personnel - Wages	0.00	0.00	1,000.00	1,000.00	0.00	2,000.00
210 · Operations Manager - Wages	2,666.00	3,810.00	32,519.00	30,490.00	2,029.00	45,730.00
212 · Ops Mgr - Fringe Benefits	100.00	100.00	800.00	800.00	0.00	1,200.00
221 · Sherman Base - Repairs/Maint	0.00	250.00	1,084.16	2,000.00	-915.84	3,000.00
222 · Utilities - electric	358.37	520.00	1,339.61	4,160.00	-2,820.39	6,240.00
223 · Internet and Security Systems	0.00	20.83	698.82	166.64	532.18	250.00
226 · Work Boats	0.00	0.00	2,424.96	4,500.00	-2,075.04	6,000.00
227 · Vehicle	0.00	166.67	2,106.11	1,333.36	772.75	2,000.00
228 · Dock and Trash Pick Up	0.00	41.67	20.74	333.36	-312.62	500.00
231 · Buoy Maintenance	0.00	0.00	126.85	1,375.00	-1,248.15	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	3,124.37	4,909.17	117,120.25	121,158.36	-4,038.11	144,595.00



Public Awareness Expense Details

	<u>Feb 26</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	836.63	3,333.36	-2,496.73	5,000.00
415 · Events and Displays	1,522.65	583.33	1,522.65	4,666.64	-3,143.99	7,000.00
417 · Fundraising	0.00	0.00	5,657.58	3,000.00	2,657.58	6,000.00
421 · Shoreline Cleanup	0.00	0.00	0.00	0.00	0.00	4,000.00
Total Public Awareness	1,522.65	1,000.00	8,016.86	11,000.00	-2,983.14	22,000.00



Public Safety Expense Details

	<u>Feb 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Public Safety						
300 · Lake Patrol Wages	191.82	598.00	46,314.16	50,508.78	-4,194.62	64,540.00
301 · CLAMP Chief Salary	3,537.50	3,537.50	28,300.00	28,300.00	0.00	42,450.00
311 · Boat Maintenance and Reimburse	0.00	0.00	19,311.09	18,180.00	1,131.09	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	7,906.02	8,193.75	-287.73	10,925.00
314 · Training	0.00	0.00	186.89	0.00	186.89	5,610.00
318 · Miscellaneous	0.00	100.00	530.69	600.00	-69.31	1,000.00
320 · Technology HW & Services	0.00	362.00	6,657.42	2,896.00	3,761.42	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	3,729.32	4,597.50	130,487.99	128,282.54	2,205.45	183,000.00



Watershed Management Expense Details

	<u>Feb 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>Annual Budget</u>
Watershed Management						
500A · Director of Ecology Wage	6,112.50	6,112.50	48,900.00	48,900.00	0.00	73,350.00
502 · Dir. Ecology - Fringe	1,373.57	1,280.00	10,046.53	10,240.00	-193.47	15,360.00
511 · Lake and Stream Monitoring	0.00	0.00	10,733.16	7,599.99	3,133.17	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	168.12	999.99	-831.87	2,000.00
514 · Travel	0.00	250.00	1,142.40	2,000.00	-857.60	3,000.00
515 · Equipment and Supplies	0.00	200.00	160.31	1,600.00	-1,439.69	2,500.00
517 · Science Boat	0.00	0.00	0.00	0.00	0.00	2,530.00
518 · Insurance	0.00	0.00	0.00	0.00	0.00	200.00
531 · Professional Development	0.00	0.00	4,406.71	7,000.00	-2,593.29	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	40.00	500.00	310.00	190.00	500.00
Total Watershed Management	7,486.07	7,882.50	94,037.48	95,149.98	-1,112.50	139,640.00

Other (Restricted Grants) Income/Expense Details

	<u>Feb 26</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
Total Other Expense	0.00	0.00	19,381.80	15,000.00	4,381.80	20,000.00
Net Other Income / (Other Expense)	0.00	0.00	4,754.40	0.00	4,754.40	0.00

Capital Summary Status

Capital Summary for Fiscal Year 2025/2026		
	Fund Balance	Encumbered
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
First Light Donation (Feb 2026)	\$60,000	\$60,000
Capital Planned Expenditures		
Silver Ships 3 (\$250,000 - Sep 2023)	(\$182,888)	
Science Vessel (\$285,000 - Oct 2025)	(\$65,110)	(\$285,000)
Truck (\$48,000 - Apr 2025)	(\$45,655)	
Sherman Base Roof (\$10,000 - Aug 2025)	(\$5,300)	(\$5,300)
Hoist (\$2,000 - Apr 2025)	(\$1,221)	
Antennaes (\$6,000 - Dec 2024)	(\$1,125)	
PWCs (\$40,000 - Feb 2026)		(\$40,000)
Closing Balance as of February 28, 2026	\$448,937	\$189,046

Items is () show amount & when CLA Board approved the expenditure



Balance Sheet Summary & Details

	Feb 28
ASSETS	
Current Assets	
1120 · USB Checking -0212	908,963.26
11000 · Accounts Receivable	56,686.20
Total Current Assets	965,649.46
TOTAL ASSETS	965,649.46

	Feb 28
Liabilities	
2000 · Accounts Payable	10,407.96
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	448,936.46
Total Liabilities	466,645.42

	Feb 28
Equity	
3200B · Restricted	
3200B 1 · Education Programs	10,353.69
Total 3200B · Restricted	10,353.69
3200D · Assigned	
3200D 1 · HMS Initiatives	8,443.71
3200D 2 · Lake Incentives	30,602.44
3200D 3 · Buffer Garden	1,983.77
Total 3200D · Assigned	41,029.92
3200E · Unassigned	211,225.55
Net Income	236,325.67
Total Equity	499,004.04
TOTAL LIABILITIES & EQUITY	965,649.46

Accounts Receivable			
Danbury	July	\$32,550.00	
DEEP (Lake Stewards)	Nov	\$24,136.20	
Total Accounts Receivable		\$56,686.20	

Accounts Payable	
CIRMA	\$7,798.00
Southridge Technology	\$1,869.90
Rose Kallor LLP	\$1,425.00
Eversource 3075 SH	\$358.37
UNIVERSITY OF CONNECTICUT	\$168.12
LEAF	-\$111.43
6 CIC, LLC	-\$1,100.00
Total Accounts Payable	\$10,407.96

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



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March 11, 2026
Executive Director
Mark Howarth

Monthly Report

- We presented our proposed FY 26/27 budget to the towns of Sherman and New Milford in February. We enjoyed being able to explain our request to the town leaders and also answer questions about the lake, projects we're doing and other current topics impacting the lake and its users.

Danbury is our final municipality to present our budget to and we are anticipating a meeting date with them shortly.

- The replacement PWCs for the Marine Patrol, approved at last month's board meeting, were ordered and have already arrived at the dealer. We will take delivery of them in the coming weeks and outfit them with blue lights, sirens, graphics etc so that they can be properly identified as law enforcement.

We are looking forward to the improved reliability, performance and functionality these will provide our officers, over the CLA's 18 year-old PWCs that will be replaced by these.

- The science boat construction is moving along on schedule and it's great to see it coming together so nicely. It is ready to move into paint next week, following which it will move into the rigging stage where wires and equipment will be installed.

It is still on track to be completed in April, after which it will be delivered to us here.

- While winter may not be done with us yet, with the recent break from the winter weather many of us are already looking forward to boating season. We have been prepping for the season ourselves: Mike is starting to get ready for buoy installation and picked up some additional hazard buoys yesterday, we're working on getting all of our vessels ready for the spring launch and we're working with DEEP to help ensure everyone can

have a safe boating experience on the lake. The next two months will continue to be very busy as we head into the new season.

- Work continues with our Paychex HR representative as we update and modernize our systems and capabilities through the services we now have access to. I have had several working meetings with Paychex to learn the new systems and features and Dee will be joining me in next week's meeting where we will start to build an updated handbook among other things.
- We have been actively following the legislative process so that we can have a voice on appropriate topics that affect the lake, its users and the CLA and will do so as appropriate.