



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, September 9, 2026 - 7:00PM via ZOOM

ATTENDING:

Michael Conforti	Sherman
D. Minchin	New Fairfield
J. Archer	New Fairfield
M. Gaffey	Brookfield
W. Meikle	Brookfield
B. Lohan	Brookfield
J. Laughinghouse	Danbury
S. Kluge	New Milford
M. Toussaint	New Milford

ABSENT:

D. Cushnie	Sherman
M. O'Connor	Sherman
J. Main	New Fairfield
E. Siergiej	Danbury
S. McColgan	Danbury
J. Wodarski	New Milford

M. Howarth, Executive Director
S. Licht, Director of Ecology
D. Wright, Administrative Coordinator
M. Gasperino, Operations Manager

Recorder: D. Wright

Guests: 2

Vice Chairman, Marianne Gaffey, called the meeting to order at 7:01pm.

PUBLIC COMMENT

None

CONSENT AGENDA

Marianne Gaffey made a motion to approve the consent agenda, seconded by Bill Lohan, all voting in favor.

TREASURER (Will Meikle)

Will stated we are two months into the fiscal year and we are ahead of budget primarily driven by expense underruns. Will noted we are heading into budget prep season and Committee Chairs should prepare for meetings in October.

PUBLIC SAFETY (Mark Howarth)

Mark stated that Labor Day weekend was not particularly busy on the lake due to the weather not being hot and there was a lot of wind and whitecaps. We are transitioning to the post-Labor Day boating season which typically sees lighter traffic, though warm fall weather can influence boating traffic.

EQUIPMENT & FACILITIES (Michael Gasperino)

Michael discussed that he has been doing routine maintenance on the boats, buildings and grounds. Mark noted that Mike has made minor modifications on the science boat including installing new seat risers from the mfg for a higher viewpoint and replacing a warrantied malfunctioning engine jack sensor. Mike noted he fixed a small roof leak and Steve noted that Mike permanently attached instrument mounts for easier science operations. Mark added that the Robalo boat has been sold, and the Aquasport is the next outgoing vessel to be sold.

WATERSHED MANAGEMENT (Sofie Licht)

Sofie stated that the Lake Steward program has wrapped up and she will begin data analysis to write the annual Lake Steward report to support next year's aquatic invasive species grant application. Sofie and Steve completed the Water quality testing today and all went well. Sofie mentioned that her and Steve have noticed isolated cyanobacteria blooms in coves and some recent plant growth has been seen, noting they've seen eel grass, slender pond weed, and brittle naiad. Sofie added that these findings have been shared with First Light and the Connecticut DEEP. Steve added that he met with Mayor Bass to show him the research boat and talk about the lake.

PUBLIC AWARENESS (Joan Archer)

Joan noted that Mark R. has been leading and coordinating the CLA video series and videos have been released over the past few weeks that cover lake noise, night boating rules, and the Lake Steward program. Mark H. added a future video focusing on the science boat is currently in production. Joan noted that Sofie will be speaking at New Fairfield High School and Sofie and Mark H. will be working with Danbury high School in the near future. Steve will be speaking at the Candlewood Isle Club House on the ecology of the lake. Joan added that Steve will be presenting at other lake communities in the future as well.

ADJOURN

Joan Archer made a motion to adjourn the meeting, seconded by Steve Kluge, all voting in favor.

The meeting adjourned at 7:21 pm.

Respectfully submitted,

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

Joan Archer, Secretary
Dee Wright, Administrative Coordinator

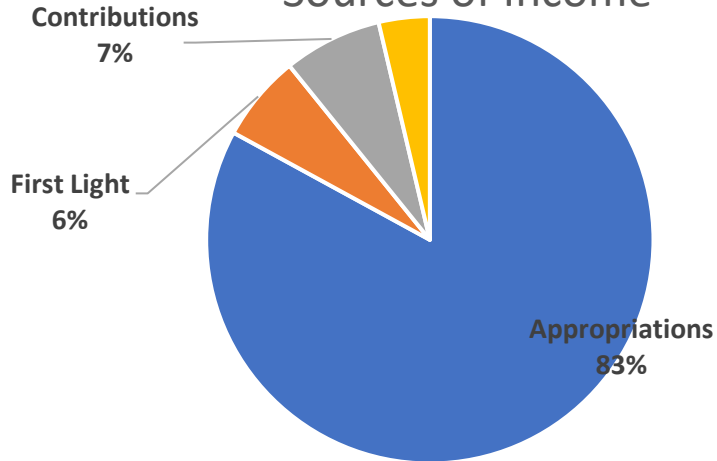
These minutes are not considered official until they have been approved at the next regularly scheduled meeting of the Candlewood Lake Authority

Finance Committee Financial Results August 2026

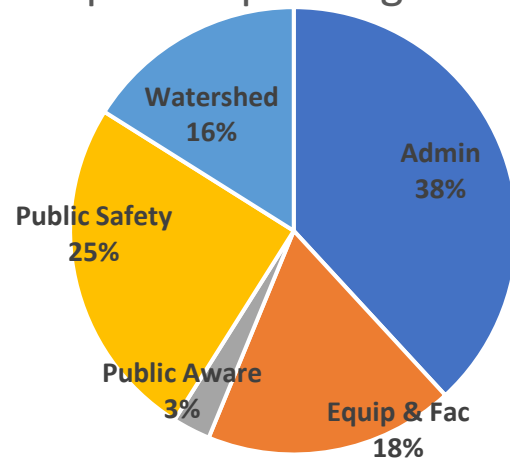


Income & Expense Overview

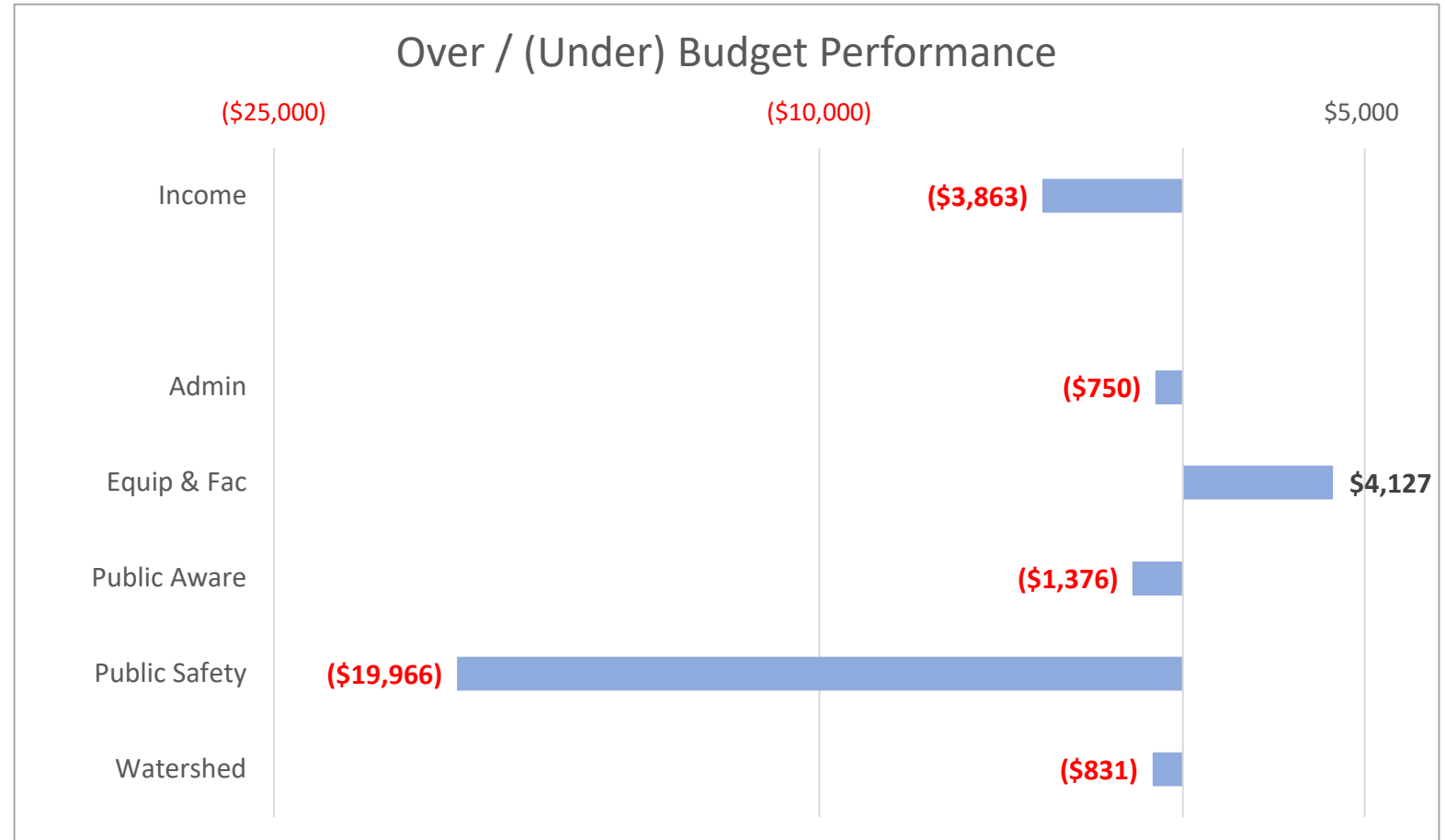
Sources of Income



Expense Spending Profile



Over / (Under) Budget Performance



Operational Income & Expense Summary

August 2026 Results	YTD Budget	YTD Actual	O / (U) YTD Budget	% of YTD Budget
Income	\$721,075	\$717,212	(\$3,863)	99%
<u>Expenses</u>				
Administration	\$54,697	\$53,947	(\$750)	99%
Equipment & Facilities	\$85,763	\$89,891	\$4,127	105%
Public Awareness	\$1,500	\$124	(\$1,376)	8%
Public Safety	\$71,908	\$51,942	(\$19,966)	72%
Watershed Management	\$23,409	\$22,578	(\$831)	96%
Total Expense	\$237,277	\$218,481	(\$18,796)	92%
Other Income/(Expense)	(\$10,000)	(\$10,270)	(\$270)	
Operating Surplus/(Deficit)	\$473,798	\$488,461	\$14,663	103%

** Accrual Basis Accounting*

Key Drivers

Donations	(\$508)
Interest Income	(\$3,355)
Expense Under/(Over)	\$18,796
Other	(\$270)
Total Delta	\$14,663

Key Drivers of the deltas to Budget



Income: Slightly behind budget driven Interest Income..



Administration: Under budget driven by Rent, Worker's comp and Taxes, partially offset by Legal Fees.



Equipment & Facilities: Over budget driven by Sherman Base Repair expenses.



Public Awareness: Under budget on all expenses.



Public Safety: Under budget driven by Fuel Costs, and Wages.



Watershed: Under budget driven by Engineering and Consulting Fees.

Committee Details



Income Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Income						
901 · Appropriations	0.00	0.00	664,075.00	664,075.00	0.00	664,075.00
902 · Contribution from FirstLight	0.00	0.00	50,000.00	50,000.00	0.00	50,000.00
903 · Interest	1,245.14	3,000.00	2,644.51	6,000.00	-3,355.49	25,000.00
912 · Contributions and Donations	259.65	500.00	492.30	1,000.00	-507.70	45,000.00
915 · Sponsorship -programs/activitie	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	2,500.00
Total Income	1,504.79	3,500.00	717,211.81	721,075.00	-3,863.19	800,575.00



Administration Expense Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Administration						
100 · Executive Director - Wages	8,564.58	8,564.58	16,984.37	17,129.20	-144.83	102,775.00
101 · SS/Medi/CTUC	3,372.23	4,067.78	6,826.12	7,790.80	-964.68	32,500.00
101A · Workers Comp Insurance	0.00	0.00	2,101.00	2,500.00	-399.00	5,000.00
102 · Exec Dir - Fringe Benefits	1,452.19	1,463.75	2,900.01	2,927.50	-27.49	17,565.00
110 · Admin. Coordinator - Wages	3,109.30	3,190.00	6,431.70	6,380.00	51.70	38,280.00
112 · Admin Cor - Fringe Benefits	1,186.25	1,314.58	2,372.47	2,629.20	-256.73	15,775.00
113 · Insurance	0.00	0.00	3,301.90	3,250.00	51.90	13,000.00
114 · Telephone	300.00	275.00	640.00	550.00	90.00	3,300.00
115 · Office Supplies	702.22	300.00	1,054.58	600.00	454.58	3,600.00
116 · Postage	10.62	62.50	10.62	125.00	-114.38	750.00
117 · Audit	0.00	0.00	0.00	0.00	0.00	8,000.00
118 · Professional Services	4,154.48	2,447.50	6,194.97	4,895.00	1,299.97	29,370.00
119 · Bank and Service Fees	188.67	210.00	378.60	420.00	-41.40	2,500.00
121 · Expenses	42.60	83.33	219.51	166.70	52.81	1,000.00
122 · Internet Access	161.68	150.00	161.68	300.00	-138.32	1,800.00
124 · Technology Hardware & Services	1,076.34	966.67	2,103.01	1,933.34	169.67	11,600.00
161 · Office Rent	1,133.00	1,550.00	2,266.00	3,100.00	-834.00	18,600.00
Total Administration	25,454.16	24,645.69	53,946.54	54,696.74	-750.20	305,415.00



Equipment & Facilities Expense Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Equipment and Facilities						
200 · Personnel - Wages	0.00	0.00	0.00	0.00	0.00	2,500.00
210 · Operations Manager - Wages	4,686.60	4,266.67	9,439.10	8,533.34	905.76	51,200.00
212 · Ops Mgr - Fringe Benefits	0.00	100.00	100.00	200.00	-100.00	1,200.00
221 · Sherman Base - Repairs/Maint	2,732.45	250.00	2,732.45	500.00	2,232.45	3,000.00
222 · Utilities - electric	149.65	250.00	149.65	500.00	-350.35	3,000.00
223 · Internet and Security Systems	241.26	140.00	241.26	280.00	-38.74	1,680.00
226 · Work Boats	915.05	250.00	915.05	500.00	415.05	3,000.00
227 · Vehicle	201.62	125.00	1,036.08	250.00	786.08	1,500.00
231 · Buoy Maintenance	0.00	0.00	0.00	0.00	0.00	2,500.00
261 · Capital Replacement Fund	0.00	0.00	75,000.00	75,000.00	0.00	75,000.00
Equipment and Facilities - Other	276.95		276.95		276.95	
Total Equipment and Facilities	9,203.58	5,381.67	89,890.54	85,763.34	4,127.20	144,580.00



Public Awareness Expense Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Public Awareness						
414 · Subscription services	124.05	500.00	124.05	1,000.00	-875.95	6,000.00
415 · Events and Displays	0.00	250.00	0.00	500.00	-500.00	3,000.00
417 · Fundraising	0.00	0.00	0.00	0.00	0.00	9,000.00
421 · Shoreline Cleanup	0.00	0.00	0.00	0.00	0.00	4,000.00
Total Public Awareness	124.05	750.00	124.05	1,500.00	-1,375.95	22,000.00



Public Safety Expense Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Public Safety						
300 · Lake Patrol Wages	15,141.45	21,480.00	30,558.39	38,935.00	-8,376.61	64,810.00
301 · CLAMP Chief Salary	3,661.26	3,661.25	7,260.64	7,322.50	-61.86	43,935.00
311 · Boat Maintenance and Reimburse	1,288.44	1,560.00	3,426.03	3,120.00	306.03	22,750.00
312 · Gas and Oil	6,472.47	9,785.00	7,730.97	17,868.00	-10,137.03	32,560.00
313 · Insurance	0.00	0.00	2,803.50	2,737.50	66.00	10,950.00
314 · Training	0.00	100.00	0.00	200.00	-200.00	1,000.00
318 · Miscellaneous	0.00	0.00	0.00	0.00	0.00	5,365.00
320 · Technology HW & Services	144.93	862.50	144.93	1,725.00	-1,580.07	10,350.00
321 · Radio & Equipment	17.98	0.00	17.98	0.00	17.98	2,000.00
322 · Uniforms	0.00	0.00	0.00	0.00	0.00	4,215.00
324 · CLAMP Services - Fireworks	0.00	0.00	0.00	0.00	0.00	2,000.00
Total Public Safety	26,726.53	37,448.75	51,942.44	71,908.00	-19,965.56	199,935.00



Watershed Management Expense Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Watershed Management						
500A · Director of Ecology Wage	6,083.34	6,326.67	12,166.68	12,653.34	-486.66	75,920.00
502 · Dir. Ecology - Fringe	1,327.63	1,414.58	3,042.59	2,829.16	213.43	16,975.00
511 · Lake and Stream Monitoring	0.00	2,000.00	2,747.70	2,000.00	747.70	7,000.00
512 · E-Coli Bacteria Testing	655.00	655.00	1,277.25	1,310.00	-32.75	3,275.00
513 · Research & Experimental Project	0.00	333.33	1,020.11	666.66	353.45	2,000.00
514 · Travel	0.00	250.00	0.00	500.00	-500.00	3,000.00
515 · Equipment and Supplies	510.45	200.00	510.45	400.00	110.45	2,500.00
517 · Science Boat	1,393.24	800.00	1,393.24	1,600.00	-206.76	8,575.00
518 · Insurance	0.00	0.00	124.60	100.00	24.60	400.00
531 · Professional Development	0.00	0.00	0.00	0.00	0.00	4,000.00
532 · Engineering and Consulting	0.00	500.00	0.00	1,000.00	-1,000.00	3,000.00
599 · Miscellaneous	295.29	175.00	295.29	350.00	-54.71	2,000.00
Total Watershed Management	10,264.95	12,654.58	22,577.91	23,409.16	-831.25	128,645.00

Other (Restricted Grants) Income/Expense Details

	<u>Aug 26</u>	<u>Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Delta</u>	<u>FY Budget</u>
Other Income/Expense						
Other Income						
900-21B · DEEP AIS (Lake Steward)	0.00	0.00	0.00	0.00	0.00	25,000.00
Total Other Income	0.00	0.00	0.00	0.00	0.00	25,000.00
Other Expense						
800-21B · DEEP AIS (Lake Steward)	5,382.40	5,000.00	10,269.80	10,000.00	269.80	25,000.00
Total Other Expense	5,382.40	5,000.00	10,269.80	10,000.00	269.80	25,000.00
Net Other Income / (Other Expense)	-5,382.40	-5,000.00	-10,269.80	-10,000.00	-269.80	0.00

Capital Summary Status

Capital Summary for Fiscal Year 2026/2027		
	Fund Balance	Unencumbered
Opening Balance as of July 1, 2026	\$186,239	\$160,990
Appropriations		
Annual Capital Appropriation (July 2025)	\$75,000	\$75,000
Capital Planned Expenditures		
Boat Lift (\$30,000 - Jun 2026)	(\$25,249)	
Closing Balance as of August 31, 2026	\$235,990	\$235,990

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

Reconciliation

Capital Fund Balance	\$235,990
Unencumbered Balance	\$235,990

Balance Sheet Summary & Details

	Aug 30
ASSETS	
Current Assets	
1120 · USB Checking -0212	386,060.87
11000 · Accounts Receivable	630,871.25
Total Current Assets	1,016,932.12
TOTAL ASSETS	1,016,932.12

	Aug 30
Liabilities	
2000 · Accounts Payable	14,551.62
24000 · Payroll Liabilities	5,101.79
2500 · Accrued Expenses	
2700 · Deferred Grant Income	
2700B · Grass Carp	4,981.00
Total 2700 · Deferred Grant Income	4,981.00
700 · CapitalProject Fund	235,990.29
Total Liabilities	260,624.70

	Aug 30
Equity	
3200 · Retained Earnings	4,653.23
3200B · Restricted	
3200B 1 · Education Programs	7,527.19
3200D · Assigned	
3200D 1 · HMS Initiatives	8,443.71
3200D 2 · Lake Management Plan	35,997.21
Total 3200D · Assigned	44,440.92
3200E · Unassigned	211,225.55
Net Income	488,460.53
Total Equity	756,307.42
TOTAL LIABILITIES & EQUITY	1,016,932.12

Accounts Receivable	
Brookfield	\$132,815.00
Danbury	\$99,611.25
New Fairfield	\$132,815.00
New Milford	\$132,815.00
Sherman	\$132,815.00
Total Accounts Receivable	\$630,871.25

Accounts Payable	
ALS Group USA, Corp.	\$655.00
Anthem Blue Cross & Blue Shield	-\$0.10
Blue Water Marine Service, Inc.	\$532.47
Echo Bay Marina (service)	\$1,087.32
Eversource 3075 SH	\$149.65
Federal Seat Covers	\$450.00
GEI Consultants Inc	\$862.62
LEAF	\$33.42
Marie Nugent Temporary Services Inc	\$5,382.40
Morelli & Sons	\$1,735.00
Rose Kallor LLP	\$2,587.50
Southridge Technology	\$1,076.34
Total Accounts Payable	\$14,551.62

Accrued Expenses	
Total Accrued Expenses	\$0.00



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September 9, 2026
Executive Director
Mark Howarth

Monthly Report

- With Labor Day Weekend now in the rearview mirror and kids back in school and at college, we are transitioning to what is typically a less busy recreational period on the water, however warmer temperatures and good weather can drive increased activity. In a little over a month we will begin the process of removing the hazard, speed and navigation buoys from the lake for the fall and preparing for the coming off season.
- Sofie, Steve and I had the pleasure of speaking at Leadership Danbury. While I have participated a number of times, this was the first time Sofie and Steve joined. We spoke with the group about what the CLA does and about the lake in general.

The day had an environmental focus and they were also interested in the economics of the lake. We followed a presentation by Brian Wood of FirstLight who spoke about their operation and we enjoyed our time with the group who asked us great follow up questions. We look forward to joining again next year.

- I am nearly done with the Sherman Annual Report and will be sending that out shortly. Each year, following the end of the fiscal year, Sherman asks their departments and organizations to write an annual report. When done, I will send that to Sherman as well as the other municipalities and it will be included in my next monthly report.
- I have been working with Paychex, who provides us with HR services, to create a new, comprehensive, employee handbook for the CLA and its employees. We are in the final stages of the handbook and once completed and out of draft mode, we will issue that to our employees.

- Sofie and I attended the Squantz Cove Ramp walk through that the CT DEEP offered in August, as they prepare to renovate the Squantz Cove State Launch on Candlewood. The work should be starting this fall with an anticipated completion timeline of next spring.
- We continue to work on the next 3-year cycle of the MOA between the CLA and the CT DEEP EnCon Police, which expires at the end of this year. This agreement between us and DEEP will be in effect for the coming boating season.
- Our education and outreach efforts continue to evolve. This year we are again working with Danbury High School teacher Aimee Reutzel on a new project she has with her seniors that Sofie details in her report, Steve will be doing a second community talk about the lake environment, this time to the Isle and Knolls, following his successful talk at Candlewood Trails and we have been filming and releasing more educational videos that we are reaching the public with to help keep boaters safe and help people understand what we do and what they can do to protect the lake's environment.



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Sofie Licht

Director of Ecology

Candlewood Lake Authority

Re: September Monthly Report

Date: 9/9/2026

- The Lake Stewards Program had its last day on Labor Day. We thank our stewards for a great season! I am beginning to analyze the data that the stewards collected to write our 2026 Lake Steward Report. We will be applying for CT DEEP's Aquatic Invasive Species Grant in October to support this program for the summer of 2027.
- We are planning on completing our September Water Quality monitoring on September 9th. The water quality in the lake has anecdotally looked good this year, the water clarity has been good despite several heavy rainfall events throughout the summer.
 - We have seen a few isolated cyanobacteria blooms in some of the coves, which is normal for this time of year.
- The E.coli and Blue Green algae test results have been well below the thresholds for concern. The E. Coli and Blue Green algae monitoring programs have finished for the year. Thanks to WCSU and the New Fairfield Senior Center for making those programs possible!
 - There were a few minor setbacks with the E.coli testing program on a few of the scheduled weeks due to miscommunications around sample pick up. I will make sure to meet with the lab before next summer to make sure next year's testing program runs smoothly.
- We are planning to film a Science Boat video with RmediA on September 17th showcasing our new asset, and how it will help us monitor and protect the lake. Our 'Clean, Drain, and Dry' video that was filmed in August is ready to post.
- We have officially registered for NALMS 2026 in Kelowna, Canada in early November. Steve will be presenting a poster on his research into the pump-up water from the Housatonic.



Cyanobacteria bloom in Cottonwood Cove

- Steve and I will be attending a workshop called “Internal Phosphorus Loading and Cyanobacteria: Hypotheses, case studies, internal load estimation and remediation” that will help us understand how internal phosphorus loading impacts cyanobacteria growth in Candlewood Lake.
- We have been conducting small scale underwater plant surveys intermittently throughout the season using scuba diving and have seen some positive signs of vegetation making a comeback. We have observed several patches of native plant, slender pondweed, growing in the shallow waters of several locations, including the Pine Island hazard, Deer Island, and Sand Island. We have also observed a large patch of eelgrass growing on the north side of the Candlewood Isle Causeway.
 - We are expecting to see more plant growth this fall as we’ve seen in the past.
 - I am waiting to hear back from CT DEEP about their carp removal plans for this fall.
- The aquatic invasive plant, Hydrilla, has been spreading nearby in Lake Lillinonah, with Zoar just downstream of it. While no Hydrilla has been found in Candlewood Lake, we are developing a rapid response plan in case it is discovered. We are also preparing a newsletter for lake residents with information on how to identify Hydrilla and what to do if they find it.
- We are working with Danbury High School teacher Aimee Reutzel on a project for her 12th-grade students to collect environmental data at Danbury Town Beach this fall and spring. Students will visit the beach to learn about different data collection techniques, including seine netting, species identification, and edge habitat surveys. They will use the data they collect to develop a project proposal focused on ways to improve the park environmentally.
- I am working with AP Environmental Science Teacher Amy Twitchell at NFHS to give a presentation to her 12th grade students about the ecology of Candlewood Lake, and different pathways to take toward a career in environmental science.
- Steve is presenting his State of the Lake talk at the Candlewood Isle Clubhouse on Thursday September 10th. The talk will feature a tour of the Science Boat at 6:15pm and will begin at 7pm.



Aquatic plants seen during our scuba surveys