



# 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 Regular Meeting February 19, 2020

### Attending:

|              |                     |
|--------------|---------------------|
| P. Schaer    | Sherman             |
| D. Cushnie   | Sherman             |
| J. Main      | New Fairfield       |
| J. Archer    | New Fairfield       |
| J. Murphy    | Brookfield          |
| W. Lohan     | Brookfield          |
| C. Robinson  | Danbury             |
| D. Rosemark  | Danbury (via phone) |
| E. Siergiej  | Danbury             |
| M. Toussaint | New Milford         |
| S. Kluge     | New Milford         |

### Absent:

|             |               |
|-------------|---------------|
| M. Gaffey   | Brookfield    |
| J. Wodarski | New Milford   |
| B. Licht    | New Fairfield |

M. Howarth, Executive Director  
J. Neil Stalter, Director of Ecology and Environmental Education  
J. Usher, CLA Administrative Coordinator  
Chief Ron Barnard, CLAMP (departed at 9:24pm)

Recorder: J. Usher

Guests: There were 2 members of the public.

*Chairman, Phyllis Schaer called the regular meeting of the Candlewood Lake Authority to order at 7:36pm at Brookfield Town Hall Brookfield, CT.*

### **Public Comment:**

Ashton Ivy, Boy Scout with Troop 158 in New Milford was here to attend a municipal meeting.

### **CLA Strategy Session Feedback**

The delegates and staff provided feedback about the Strategy Session on Feb 8, 2020 and what they would like to see discussed at future sessions.

### **Consent Agenda**

The Consent Agenda format will be adopted for three months on a “trial basis” before making it permanent.

No items were requested to be brought out of the consent agenda for board discussion.

*Phyllis Schaer made a motion to approve the consent agenda, seconded by Steve Kluge, with all voting in favor.*

The following items were included in the consent agenda:

- Secretary's Report (including the January 8, 2020 regular meeting minutes)
- Chairman's Report
- Executive Director's Report
- Director of Ecology and Environmental Education's Report

*Chris Robinson made a motion to add the approval of the Strategy Session Minutes to the agenda, seconded by Doug Cushnie with all voting in favor.*

*Joan Archer made a motion to approve the Strategy Session Minutes, seconded by Chris Robinson, with all voting in favor.*

### **Candlewood Lake Authority Marine Patrol**

Chief Barnard reported on the new hires for the new Patrol season.

Sergeant Dunkerton is moving to patrol officer and Jason Behuniak is being promoted to sergeant

### **Vice-Chairman's Report:** Vice Chairman, Mark Toussaint

Mark Toussaint brought up a few concerns with the consent agenda format, which were discussed.

### **Treasurer's Report:**

Bill Lohan summarized the Profit & Loss Budget vs Actual July 2019 through January 2020 report.

The YTD budget is up 89%. Contributions and Donations YTD are at \$21,897.

Mr. Lohan discussed the following budget transfers effective November 30, 2019 (also attached):

\$165 from 119 Bank Service Fees to be transferred to 151 HR Expenses.

\$660 from 513 CB Testing to be transferred to 512 E Coli testing.

\$1022.60 from 311 Boat Maintenance to be transferred to 318 Maintenance/Misc.

A reclassification of \$2,662.36 of nine expenses from the NALMS conference in account 121 to be moved to 531 Professional Development.

Mr. Lohan discussed the following budget transfers effective February 19, 2020 (also attached):

\$76.51 from 416 Merchandise Purchases to be transferred to 414 Subscription Services.

\$104.20 from 321 Radio Expenses to 318 Maintenance and Misc.

*Mr. Lohan made a motion to approve all the budget transfers, seconded by Steve Kluge with voting all in favor.*

*Mr. Lohan made a motion to approve the Treasurer's report of income and expenses for the month ending January 2020, seconded by Joan Archer with voting all in favor.*

## **COMMITTEE REPORTS**

### **Public Safety Committee:**

Jerry Murphy encouraged all the delegates to go out on the lake with the CLAMP.

### **Equipment/Facilities Committee:**

Doug Cushnie and Mark Howarth have been looking into options for a new Patrol boat. Resumes have been coming in for the open Operations Manager position. We are reviewing applications and will be moving to the interview phase next.

### **Public Awareness Committee:**

Public Awareness wants to better balance environmental and public safety initiatives this year. A new campaign to help prevent the spread invasive species is planned for 2020.

Lettering the Robalo is planned to increase CLAMP visibility. Newsletter articles and other initiatives will be discussed between Public Awareness and Public Safety

We hope to participate in more lake community meetings and get the delegates involved.

### **Watershed Management Committee:**

Neil Stalter read the letter regarding the Boat Decontamination Unit addressed to First Selectman Dunn.

*Jeff Main made a motion to send this letter to First Selectman Dunn, seconded by Mark Toussaint with all voting in favor.*

The collection and analysis of phytoplankton samples will be reduced to bi-monthly. Mr. Stalter will reach out to AER to get a quote.

Larry Marsicano will attend the CLA meeting on March 11, 2020 to present the annual water quality report from 2019.

## **OLD BUSINESS**

### **Overcrowding and Docks**

Mr. Stalter emailed all the delegates relevant documents to this process. FERC created a 30-day window to submit comments which ends on March 2<sup>nd</sup>. The CLA could file a motion to intervene.

*Mark Toussaint made a motion that the CLA file a Motion to Intervene with FERC, seconded by Steve Kluge with all voting in favor except Chris Robinson and Joan Archer who abstained.*

*Ms. Schaer made a motion to give permission to the Watershed Management Committee to continue the overcrowding and dock expansion discussion at their meeting on Wednesday, February 26<sup>th</sup> and to possibly draft a letter to submit to FERC on any new concerns related to the ongoing community dock expansion filing. The motion was seconded by Dan Rosemark with voting all in favor, except Joan Archer who abstained.*

Mr. Stalter read the "Notice of Dock Filing - Process Summary" document to be sent to the Town CEO's dated 2/8/20.

*Mark Toussaint made a motion to send the letter to the town CEOs, with Jerry Murphy seconded and voting all in favor, with the exception of Joan Archer who abstained.*

**Decontamination – Boat Wash Site**

Discussed above in Watershed Management Committee.

**NEW BUSINESS**

Mr. Stalter discussed the Lake Advisory Committee meeting. He has not received minutes at this time.

**ADJOURN**

*Joan Archer made a motion to adjourn, seconded by Ed Siergiej with voting all in favor.*

The meeting adjourned at 9:46pm.

Respectfully submitted,



Marianne Gaffey, Secretary  
Jeannine Usher, 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.*



# 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

February 19, 2020  
Phyllis Schaer  
Chairman's Report

**Budget & Finance:** Continued budget meetings held this month with Danbury and Brookfield.

DANBURY: Our Homeowners guide was well received in Danbury. Chris R. led discussions centered on Marine Patrol, our concern for increased coverage as lake is getting busier and need to purchase 2<sup>nd</sup> new patrol boat (to replace a 1998 boat still in use) .

Finance Director provided a contact who assisted in boat purchasing that might be helpful for CLA.

Supportative of maintaining CAES for Aquatic Invasive Weed Mapping.

Discussed increases due to

recent hires, need for more patrol hours, weed mapping concerns and water conditions.

BROOKFIELD: Met with Selectman Dunn and Finance Director Marcia Marien.

Reviewed budget and noted changes.

Discussed our Capital Equipment Replacement Goals and donation/ grants used to offset some operation costs.

Requested and was provided additional grant information that might be available for future CLA programs.

Discussed Invasive Plant options and decontamination unit.

SHERMAN: Budget meeting is set for Saturday, Feb.22,2020. *I plan to attend and also the Board of Selectman February meeting.*

**Sherman Delegate Position:** We have a position open to represent the Town of Sherman on our Board, as George Linkletter has stepped down. I have met with one possible candidate and spoken to two others. I will update Selectman Don Lowe . *We are looking for an individual that can be an asset to board, participate in committee assignment and support the work of the CLA. Please let me know if you have any possible candidates that might be considered.*

**Patrol Boat :** Provided Mark H. with original Robalo Patrol Boat Specs and DEEP NASBLA Patrol Boat Specs in advance of NY Boat Show. They made good contacts at the boat show and look forward to their positive results! With Doug's mechanical know how and Mark's attention to detail they make a good team. The Board will be updated on their progress and potential costs. *I expect to meet with Doug this month to get an better idea of his concerns for Equipment and Facilities and boat specs.*

**Strategy Session:** Provided an excellent opportunity for good discussion. This meeting was particularly helpful in light of the new member changes in our board of delegates. It is important that we clarify issues to work on, identify areas we can improve on, and how we expect to achieve results. Projects need to be realistic and with set time frames , so we can measure our results. The Board will function better with a full understanding of routine vs. special projects,and how each committee helps to achieve our goals. *Closer connection between Delegates, Town Leaders and community stressed.*

**Lake Advisory Committee Meeting:** Attended the LAC meeting. Representatives from Lake Lillionah, Lake Zoar, 3 Municipal CEO's ( Sherman, New Fairfield, Brookfield) attended. The new **Online** permit program will be introduced to make applying for permits easier. Concern was voiced by Selectman Dunn over lack of specified time frames for

completion of application process. *This is one complaint we have repeatedly encountered.*

**Vegetated Buffer** progress was presented with a document showing few excellent examples of specific types of improvements. *However it was dissappointing as no real quantitative information was provided as in past years, and the progress of any Vegetated buffers triggered before the adoption of this recent SMP was not addressed. We were advised that FLPR Shoreline Development Manual is being re-done and will be broken down into more user friendly components. One such example was “ Planting Guide for Vegetated Buffers ...with Native Plant Lists” Check the FLPR website for this guide.*

**Permit Concern-** I asked if there was an Emergency or Expedited process for permit repair work that “for health and safety reasons” need to be processed faster. Brian Woods provided some possible approaches. Neil brought up concerns for overcrowding and requested

**Overcrowding Issue-** Concern on current boat activity & boat count. Need Fly Over Data and Boat Count information in 2020, as it was important to access recreational needs and safety issues on Candlewood. Boat count will be done in 2020 summer. The new FLPR Station Manager Daniel \_\_\_\_\_ was introduced at this meeting. *I requested a meeting with the new station manager*

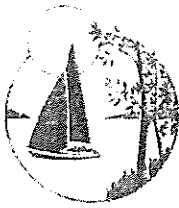
**FERC- Increase in Lake Community Docks Request-** This month numerous letters, both in support and objecting, to the request for 72 additional docks at Candlewood Isle Community landings...were filed with FERC. Concern is both for impact on overcrowding, navigation in area proposed, appropriate property rights , and effect on lake environment.

*I am also concerned that this be fairly and objectively examined. Does a request of this nature set a precedent, positive or negative, for future dock expansion on Candlewood Lake and how will this affect the intention of the Overcrowding Plan already in force?*

*CLA Delegates should pay careful attention to this issue. Bear in mind*

*Candlewood has 65 Lake communities with numerous*

*Inland non-waterfront properties as part of their community. I would welcome input from our delegates on this matter.*



# CANDLEWOOD LAKE AUTHORITY

P.O. BOX 57 • SHERMAN, CONNECTICUT 06784-0057 • PHONE: 864-6928 • FAX: 860-390-5411

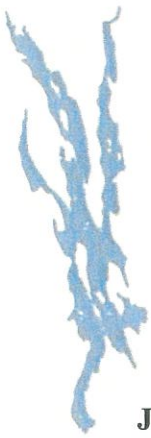
**February 19, 2020**  
**Executive Director**  
**Mark Howarth**

## Monthly Report

- **2020/2021 Budget:**
  - We have been meeting with our municipalities about our proposed 2020/2021 budget. To date we have met with New Fairfield, Danbury and Brookfield and we have meetings scheduled with both Sherman and New Milford.
  
- **Strategy Session**
  - Met and worked with Marianne Gaffey to prepare for the CLA strategy session. I also met with Phyllis Schaer and Bill Licht in preparation for the morning session.
  - We held our February 8<sup>th</sup> Strategy Session and had great turnout from CLA delegates and staff. The 2-hour session provided lots of good feedback and discussion about who we are and how we want to proceed going forward.
  - We will plan for follow up and future sessions.
  
- **Buoys**
  - Doug Cushnie and I had met earlier to assess the buoy inventory and determine which buoys required replacement and which others might require repairs prior to the coming season.
  - We have placed an order with our buoy manufacturer for new buoys to replace those which were determined to be failing and those are scheduled to arrive before the start of the season.
  - We are also having a number of our existing, older, buoys picked up and modified to implement a better design for the ballast weights installed with the buoys, which should provide better performance. These buoys will then match the ballast weight design of the new buoys we are purchasing. These buoys will also have letters and graphics repaired as necessary.
  
- **Operations Manager Position**
  - We are getting applications in for the operations manager position and we are planning to interview for the position in anticipation of a spring hire.
  
- **Patrol Boat Research**
  - Doug Cushnie and I went to the NY Boat Show to research a future replacement for our aging 20+ year old Patrol Boat. We had a productive trip and made some good contacts, which we have been following up with. We are also working on scheduling a visit with a few delegates and staff to a manufacturer who is in the tri-state area to speak with them in greater detail and see their manufacturing process first-hand.



- **Boating Class**
  - The Marine Patrol is hosting a Boating Class on March 6<sup>th</sup> and 7<sup>th</sup>.
  - We promoted the class and it is approaching capacity.
  - Online registration and payment is required and can be found through the CLA website on the Latest News page.
  
- **Patrol Hiring Process**
  - Jeannine, Chief Barnard and I have been working together through the hiring process for the new Marine Patrol officers, as well as the process for the returning officers.
  
- **Lake Management Plan Data Meeting**
  - On January 21<sup>st</sup> Neil, Steve Kluge and I had a meeting with members from FirstLight and Northeast Aquatic Research. This meeting was in response to a request Neil sent to FirstLight for data in support of the upcoming Lake Management Plan.
  - We had a positive meeting and look forward to continuing the conversation and data sharing.
  
- **Lake Advisory Committee Meeting**
  - On February 11<sup>th</sup>, the CLA participated in the first Lake Advisory Committee Meeting, hosted by FirstLight, in accordance with the new Shoreline Management Plan.
  - FirstLight discussed the forthcoming online permit application system, a possible “lake friendly” certification program in conjunction with the CLA, Shoreline Management Manual updates and the new Significant Activity Uses and Shoreline Stabilization Waiver Report. March 16<sup>th</sup> is the deadline for comments about the report.



# 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

**J. Neil Stalter**

**Director of Ecology and Environmental Education**

**Candlewood Lake Authority**

**Re:** February Meeting: Monthly Report

**Date:** 2/14/2020

- Steve Kluge and I have begun writing and planning the Lake Management Plan.
  - A meeting with LMP Reps is currently scheduled for February 26<sup>th</sup>.
  - Historical data synthesis and organization is ongoing and remains a critical component of LMP development.
- Help organize and attended a data sharing meeting with FirstLight and the team at Northeast Aquatic Resources (NEAR). They were very willing to share their water quality monitoring information, as well as other pieces of nutrient and hydrological data with us.
  - We will continue to work with them on how best to partner our water quality monitoring programs moving forward so we get the most information about the lake as possible.
- Continuing to review all submission on the FERC docket regarding the ongoing community dock expansion application. A short summary was written for town CEOs to update them on the current landscape.
- Attended the first Lake Advisory Committee meeting under the Auspices of the new SMP. We got a lot of valuable info regarding the enforcement of the new SMP and were able to ask some informative questions.
  - A draft of their significant activity report was given to us for review, although most of the projects in that report pre-date the new SMP but were included as examples.
- We have not heard from any municipalities or DEEP regarding a location for the boat wash unit and program. A short letter has been drafted for the town of Brookfield so that they know the current status.

- Wrote descriptions and needs in a proposal document regarding potentially exciting Public Awareness/Watershed projects for 2020.
- Consulted with AER regarding the future of the Plankton monitoring on Candlewood, and following that discussion, watershed agreed that we will move forward with doing the plankton monitoring bi-monthly.
- I really enjoyed attending the CLA Strategy Session, and look forward to more discussions about the direction, mission, and strategy of the CLA!
- We will likely have another SEA Student from the New Fairfield AP Environmental Science class joining us this year.
- I was able to escape the cold for a week and travel to Florida for a vacation with family!



