



# 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

May 13, 2020, 7:30PM

via ZOOM due to COVID-19

### Attending:

P. Schaer  
D. Cushnie

J. Main  
J. Archer

M. Gaffey  
J. Murphy  
W. Lohan

C. Robinson  
D. Rosemark

M. Toussaint  
S. Kluge  
J. Wodarski

M. Howarth, Executive Director  
J. Neil Stalter, Director of Ecology and Environmental Education  
J. Usher, CLA Administrative Coordinator  
R. Barnard, Chief, CLAMP

Recorder: J. Usher

Guests: none

Chairman, Phyllis Schaer called the regular meeting of the Candlewood Lake Authority to order at 7:35pm. This meeting took place via Zoom video conference due to the COVID-19 pandemic.

### Public Comment:

No guests were present.

### Consent Agenda

*Marianne Gaffey requested the special meeting minutes from April 23, 2020 be pulled from the consent agenda for a correction.*

*Ms. Schaer made a motion that the consent agenda be approved, seconded by Jeff Main with all voting in favor.*

### Absent:

Sherman  
Sherman (*arrived 7:43pm*)

New Fairfield  
New Fairfield

Brookfield  
Brookfield  
Brookfield

Danbury  
Danbury (*left at 8:53pm*)

New Milford  
New Milford  
New Milford

B. Licht  
New Fairfield

E. Siergiej  
Danbury

*Ms. Gaffey made a motion to make a note that Doug Cushnie did attend the special meeting on April 23, 2020, seconded by Mark Toussaint, with voting all in favor.*

### **CANDLEWOOD LAKE AUTHORITY MARINE PATROL**

Chief Barnard met with the DEEP Sargent. Due to COVID-19 restrictions, training is still on hold so the new recruits may not be able to be out this season.

The new pre-owned patrol boat will be available for active use after the lights, siren and graphics are put on.

*Ms. Schaer made a motion to add the approval of new hire patrol officer, Patrick Kilby to the agenda, seconded by Steve Kluge with all voting in favor.*

*Ms. Schaer made a motion to approve new hire Patrick Kilby to the CLAMP for the 2020 season, seconded by Mr. Toussaint with all voting in favor.*

A PPE supplies update was provided to the delegates. Kits will be made for each officer which will include masks and gloves. We are looking into acquiring additional PFDs. There will be a total of 19 officers this season.

*Bill Lohan made a motion to approve the CLA purchasing PFD's for the lake patrol up to \$1,000.00, seconded by Dan Rosemark with all voting in favor.*

**Vice-Chairman's Report:** Vice Chairman, Mark Toussaint  
Will report in Watershed.

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

*Mr. Lohan made a motion to approve (9) nine budget transfer items dated 5/13/20 totaling \$22,196.94, seconded by Joe Wodarski with all voting in favor.*

Mr. Lohan updated the delegates with a summary of the year to date actual vs budget.

Admin is at 83% YTD

E&F 45%

PA 67%

PS 56%

WM 60%

➤ Overall 74% YTD

*Mr. Lohan made a motion to approve the profit & loss budget vs actual FYTD for the month ending April 30, 2020, seconded by Steve Kluge with all voting in favor.*

A letter was sent to the towns in December 2019 requesting funds to cover the weed mapping study for 2018/2019 for \$2,375 or greater. Brookfield and New Fairfield have responded with offered support. Discussion noted that support provided by a third town will release offered

funding by New Fairfield. Neil Stalter will send a copy of this letter to Joe Wodarski who will call Mayor Bass.

## **COMMITTEE REPORTS**

### **Public Safety Committee:**

Nothing to report.

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

The buoys have been put out. Docks are deployed. Patrol boats will be put in the water including the new boat for Memorial Day Weekend.

### **Public Awareness Committee:**

Marianne Gaffey sent an email to the delegates on May 13, about reaching out to past sponsors. In the past, Mark Howarth has visited sponsors and distributed magnets. This year delegates are being asked to reach out to past sponsors.

### **Watershed Management Committee:**

WM met last on April 22<sup>nd</sup>.

## **OLD BUSINESS**

- a. Update on Used Patrol Boat Purchase – *reviewed above in CLAMP Update*
- b. Staff assignments or focus for May...Operations update. – *Mark Howarth, Doug Cushnie and Phyllis Schaer will meet.*
- c. Lake management plan progress – *Neil Stalter will provide an update after the Watershed Management meeting on May 20th.*
- d. Town CEO's - *recreational concerns meeting continued*

## **NEW BUSINESS**

- a. CAES and NEAR reports *have been received. The reports will be reviewed at the next Watershed meeting. Delegates will receive a copy of evaluation and report.*
- b. FLPR Tech Committee drawdown plan filed with FERC– *approving Deep drawdown for the 2020-21 year.*
- c. FLPR Fly Over Request – *FLPR requested that it be delayed until 2021 due to non-standard recreational influences as a result of the Covid-19 response concerns. At the Watershed meeting it was decided that it was acceptable if it was postponed until next year due to it most likely being an unusual summer to get an accurate evaluation for recreation activity. FLPR is willing to work with CLA on methodology, data and sharing visualization.*

*Mark Toussaint made a motion to support postponing the flyover until 2021 and use the time to refine the methodology. The motion was seconded by Joan Archer with all voting in favor.*

d. All business to come before the Candlewood Lake Authority

**ADJOURN**

*Ms. Schaer made a motion to adjourn, seconded by Mr. Lohan with all voting in favor.*

The meeting ended at 9:10pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Marianne Gaffey / JK". The signature is written in a cursive style.

Marianne Gaffey, Secretary  
Jeannine Usher, Administrative Coordinator  
r/b/mh/ps

*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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May 13, 2020  
Executive Director  
Mark Howarth

## Monthly Report

- **COVID-19**

The staff continues to work remotely when possible as we continue to prepare for the coming season on the lake.

- **Spring Preparation**

- We have deployed the roughly 80 speed, hazard and navigation buoys for the spring.
- We took delivery of around 25 new buoys from the Gilman Corporation and have replaced all of the narrow spar style buoys that were at the end of their life with these larger Gilman buoys.
- We have replaced 275' of old buoy chain and shackles that were at the end of their usable life with much-needed new chain and shackles.
- The CLA Sherman Base is getting cleaned out and a dumpster full of old items was removed already.

- **Patrol Boat**

We are making the necessary preparations in order to have the additional Patrol Boat ready for the start of the season to accommodate the needs of the Marine Patrol during the COVID-19 pandemic.

- Lights and Siren: At shop for installation
- Lettering/Graphics: Ready for install after lights and siren

- **PPE Sourcing for Marine Patrol**

We have been working to locate additional Personal Protective Equipment for the Marine Patrol to use this season. Below is a status update on those items.

- Hand Sanitizer
  - Picked up donated sanitizer from Litchfield Distillery
  - Additional hand sanitizer on order
- Disinfectant Wipes
  - On order and looking for additional sources.
- Gloves

- Latex gloves received / in stock
  - Nitrile gloves received / in stock
  - Masks
    - Initial supply received this week
    - Additional expected within a week
    - Earlier placed order due in by end of month
- **Candlewood Access during COVID-19**
  - We have had discussions with the towns and the CT DEEP to better understand their plans for operation of the boat ramps during the COVID-19 pandemic. This is an ongoing fluid situation and we will continue those conversations going forward.
- **“Not Wanted” Campaign**
  - Work on this campaign’s design continues. We’re in the second design stage and we’re looking to now finalize the look of the campaign so that we can get the finished product out to the public.



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**J. Neil Stalter**

**Director of Ecology and Environmental Education**

**Candlewood Lake Authority**

**Re: May Meeting: Monthly Report**

**Date: 5/13/2020**

- I am still working almost entirely remotely due to the Covid-19 Pandemic, and am focusing on tasks that I can accomplish from home.
- We have received the first draft of the “Not Wanted” campaign visuals from KatArt, and really liked their work! We sent back some changes, and are now waiting for their second version.
  - I also updated the text/descriptions on each species to help readability. I have also been working on a deployment strategy and timeline for when the campaign is ready to make public.
- We received the draft version of the 2018/2019 nuisance plant monitoring report from CAES. I have reviewed the report, and compared it to the NEAR report submitted by FirstLight.
  - I wrote some preliminary notes comparing the two reports, which have gone to the Watershed Committee. I am happy to send to any interested delegates in other committees!
- Work on the Lake Management Plan continues, and we should have a draft version of the internal introductory sections for the board soon.
- Mark, Marianne, and I worked on a letter to Sponsors that is meant to help staff and board members reach out to past sponsors about renewing their sponsorship in this difficult time.
- I hosted the first “Remote Whiteboard Lecture” for the CLA on Zoom, and it was a great success! We had a good number of attendees and received good feedback via comments after it was over.

- We recorded the lecture, so I have to go in and make sure it looks and sounds good enough to edit and post on our youtube.
  - Whether we need to stay remote for a while or not, I think these might be a valuable educational tool that can be saved and re-deployed intermittently via our youtube page.
- Members of the watershed committee and I had a really productive conversation with Larry Marsicano regarding the CLA's phytoplankton monitoring plans for 2020.
  - We will likely pursue a 3 out of 6 month monitoring strategy, and we'll do phytoplankton sampling in May, July, and August.
- I discussed a number of items with Brian at FirstLight, including a request to delay the 2020 flyover to 2021, as well as updating the Canadian goose egg addling permit.
- I helped review the website with Jeannine to update a few out of date items, and catch a few typos and issues that have been amended.
- The Brookfield WPCA finished their septic tank study and published a final report. I have reviewed this report, and am happy to discuss with any interested delegates.