



# 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

### December 9, 2020, 7:30PM

via ZOOM due to COVID-19

**Attending:**

P. Schaer                      Sherman  
D. Cushnie                    Sherman  
M. O'Connor                 Sherman

J. Main                         New Fairfield  
B. Licht                        New Fairfield  
J. Archer                       New Fairfield

M. Gaffey                     Brookfield  
W. Lohan                      Brookfield  
W. Meikle                     Brookfield

C. Robinson                 Danbury  
E. Siergiej                    Danbury

**Absent:**

D. Rosemark                 Danbury

S. Kluge                        New Milford  
M. Toussaint                 New Milford  
J. Wodarski                    New Milford

M. Howarth, Executive Director  
N. Stalter, Director of Ecology and Environmental Science  
J. Usher, Administrative Coordinator  
N. Mellas, Chief, CLAMP

Recorder:                     Jeannine Usher

Guests:                        2

Chairman, Phyllis Schaer called the meeting to order at 7:32pm.

**PUBLIC COMMENT**

Khris Hall informed the CLA on progress with future New Fairfield noise ordinance.

**CONSENT AGENDA**

*Marianne Gaffey made a motion to remove the Treasurer's Report from the consent agenda, seconded by Joan Archer with all voting in favor.*

*Phyllis Schaer made a motion to add the 2021/2022 Budget to the agenda for board approval, seconded by Mark Toussaint with all voting in favor.*

*Mr. Toussaint made a motion to approve the consent agenda, seconded by Ms. Gaffey with all voting in favor.*

## **CLAMP**

### *Report of Activities:*

Assistant Chief Nick Mellas reported 2020 contacts, infractions and on water hours. Interviews for Lake Patrol Officer positions will be scheduled for the second week of January 2021 via Zoom. The LPO position ad on Indeed closed on December 8<sup>th</sup>.

## **CHAIRMAN'S REPORT**

Ms. Schaer thanked the delegates for all their efforts over the years. She will not be running again for Chairman.

## **VICE CHAIRMAN'S REPORT**

Mark Toussaint will be stepping down from Vice Chairman.

## **TREASURER'S REPORT**

Budget vs. Actual sent on Monday was preliminary. Jeannine Usher will email an updated report.

### **Income:**

November YTD \$485,000 or 80%. First Light's donation of \$75,000 has been credited to the Capital Improvement Fund for the new patrol boat.

### **Expenses:**

YTD total of \$203,000 or 36% of budget.

A summary of Nov YTD by Committee follows:

- *Administration 47% of budget YTD.*
- *Equipment & Facilities 5% YTD.*
- *Public Awareness 25% of budget YTD.*
- *Public Safety 50% of budget YTD*
- *Watershed 30% of budget YTD*

*Bill Lohan made a motion to accept the November YTD P&L, seconded by Jeff Main with all voting in favor.*

*Mr. Lohan made a motion to approve the 2021/2022 FY Budget for submission to the CLA municipalities, seconded by Will Meikle. Mr. Lohan called the vote. All voting in favor.*

Mark Howarth walked through the budget highlights via shared screen.

The HR committee will be exploring health care costs more in depth.

Martin O'Connor presented the 3,5,7, and 10 Year Projected Capital Plan (Budget Plan Version 8).

*Mr. Lohan made a motion to accept the Budget Plan Version 8, seconded by Ms. Gaffey with all voting in favor.*

## **CANDLEWOOD LAKE STRATEGIC PLANNING TASK FORCE**

Ms. Gaffey noted the CLA plans to present to the towns on January 20th at 1pm. All the towns were notified of formally withdrawing our request for money. There is a narrative The January 6, 2021 Executive Committee Meeting with be replaced with a Strategic Planning Meeting.

### **Committee Reports:**

#### **PUBLIC SAFETY**

At the Public Safety Special meeting earlier on December 9<sup>th</sup>, the committee voted on recommending Nick Mellas as Chief and Henry Dyson as Assistant Chief of CLAMP.

#### **EQUIPMENT & FACILITIES**

Doug Cushnie updated the board. Everything has been winterized.

#### **PUBLIC AWARENESS**

Ms. Gaffey provided an update with the primary focus for PA being the recently formed Social Media Task Force. They had their first meeting on December 3<sup>rd</sup>. Dan Rosemark is the Chair of the Task Force and members include Jeannine Usher, Neil Stalter, Will Meikle, Joan Archer, Chris Robinson, Steve Kluge, and Mark Ramussen. Jeannine Usher will work additional hours to assist with social media. Their next meeting is Thursday, December 10<sup>th</sup>.

#### **WATERSHED MANAGEMENT**

WM met on December 1<sup>st</sup>. Additional water sampling is being planned. Mark Toussaint will be stepping down as Chair of Watershed Management Committee.

*Ms. Schaer made a motion to nominate Steve Kluge as the new Chair of Watershed Management, seconded by Mark Toussaint, with all voting in favor.*

Neil Stalter provided an update from a meeting he attended with FirstLight regarding fly overs for a boat count which is scheduled for next summer. There will be 6 fly overs in 2021, and the data be shared with the CLA.

#### **OLD BUSINESS**

##### *Sterile Grass Carp*

Nothing to report at this time

##### *AIS Stamp Grant Application Notice & Plans*

Application is not open yet.

##### *Open CLAMP Positions*

*Ms. Schaer made a motion to make a one-time waiver on the advertisement requirement for the open Chief CLAMP position due to COVID-19, seconded by Will Meikle with all voting in favor.*

*Ms. Schaer made a motion based on the Public Safety's committee's recommendations to promote Nick Mellas to Chief of CLAMP and Henry Dyson to Assistant Chief of CLAMP, seconded by Bill Licht with all voting in favor.*

## NEW BUSINESS

### Election of Officers

*Ms. Schaer made a motion to approve the election of new officers as follows, seconded by Will Meikle with all voting in favor.*

- **Marianne Gaffey - Chairman**
- **Joan Archer - Vice Chairman**
- **Bill Lohan - Treasurer**
- **Martin O'Connor - Secretary**

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

The meeting adjourned at 8:40pm.

Respectfully submitted,



Martin O'Connor, 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.*



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**December 9, 2020**  
**Executive Director**  
**Mark Howarth**

## Monthly Report

### **Budget**

Work on revising our 2021/2022 budget request continued the past few weeks in preparation for presenting this to the towns.

### **Appeal**

We have created our annual appeal letter and it is being printed and prepared for mailing shortly. Thanks to Marianne, Joan, Neil and Jeannine for their assistance and input in creating this year's letter. Neil and I are working on an electronic appeal version that we will send out to our electronic contacts as well.

### **Boat**

After working out some details on the contract for the new patrol boat with Dan's assistance, we have executed the contract to have our boat built for next summer. We will provide the board with updates as the build progresses.

### **Health Care Costs Reviewed**

Due to some recent changes in our plan's health care costs, we have been reviewing our policy and exploring options to address the recent increases.

### **Press Release – Outreach to Towns**

The CLA sent out a recent press release regarding the \$100,000 donation FirstLight made to the CLA for a new patrol boat (below).

### **Science Boat**

We have begun looking into suitable long-term replacement options and funding possibilities for the science/staff boat that we lost this summer due to a hull failure. Steve and Neil are taking the lead on this and we look forward to future updates as this progresses.





## **CANDLEWOOD LAKE AUTHORITY RECEIVES \$100,000 DONATION FROM FIRSTLIGHT POWER TOWARDS NEW PATROL BOAT**

The Candlewood Lake Authority is pleased to announce a donation for \$100,000 from FirstLight Power to help purchase a new boat to patrol Candlewood Lake next summer. “This donation is key to the CLA’s increasing focus on public safety on Candlewood Lake and we greatly appreciate FirstLight’s generosity” said Mark Howarth, Executive Director of the CLA.

“FirstLight places the utmost priority on the protection of public safety and the environment at Candlewood Lake and values the work CLA does to safeguard the public’s use and enjoyment of the Lake. Heading into next summer we wanted to help CLA meet those needs, which have grown amidst the ongoing pandemic,” said FirstLight spokesperson Len Greene. “On behalf of all of the employees of FirstLight we’re proud to make this contribution to help the CLA in its effort to keep Candlewood Lake a safe place for people to continue to enjoy for years to come.”

This commitment follows FirstLight’s collaboration with the municipalities, CT DEEP, and Candlewood Lake Authority this past season to ensure public health and safety amidst the pandemic.

New Milford Mayor Pete Bass, Danbury Mayor Mark Boughton, New Fairfield First Selectman Patricia Del Monaco, Brookfield First Selectman Steve Dunn, and Sherman First Selectman Don Lowe issued the following joint statement: “We, the municipal leaders on Candlewood Lake, are pleased to be working with both the CLA and FirstLight to ensure we have the capacity and the equipment needed to keep everyone safe on the lake. We applaud FirstLight for stepping up at this critical juncture and donating \$100,000 to the CLA to help purchase a patrol boat.”



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**J. Neil Stalter**

**Director of Ecology and Environmental Education**

**Candlewood Lake Authority**

**Re:** December Meeting: Monthly Report

**Date:** 12/9/2020

- I am still working almost entirely remotely due to the Covid-19 Pandemic, and am focusing on tasks that I can accomplish from home.
- Roughly 6-12 live zebra mussels were discovered on a dock near Hollywyle Cove in Candlewood Lake when removed by Tucker & Sons on Thursday 11/12/20.
  - We sent the press release to the local papers and sent it to our email list.
  - We are developing a plan both internally, and with the help of some passionate community members to search the shoreline for signs of mussels during the deep drawdown.
  - We have also begun work on developing an official proposal for a volunteer boat inspection/monitoring program at the launches to help support DEEP BEAs so that we can apply for funds from the invasive species stamp grant program.
- We now have all of the water quality monitoring results from 2020, and I have begun work on the annual report. I should have a presentation and final draft version for the board to review in January.
- The Eagle Scout project in Sherman is continuing to move forward with a planned build for spring 2021.
- I attended NALMS virtually for a week in late November, and got some really great information, as always. Talks are still available, so I can go back to refer to some of the most interesting. I also attended a class on smart road salting and how they are training groups that are doing road salting in the mid-west.
  - There are some great documents from that class that I have access to now (and am now a certified Smart Salter!)

- The social media task force had their first meeting, and we have begun conversations about how best to update our web presence to be more modern, including more robust use of social media and revisiting our website.
- We have begun talks about environmental/work boat needs in the near future, and had a meeting with members of watershed and the finance committee to discuss possibilities. We are moving forward with a number of ideas, and will hopefully have some more solid information soon.
- I attended the third and final WestConn Lakes symposium where plant management & blue-green algae were discussed. This was an excellent event series last year, and remains so this year. Between the great information and the useful connections with other lake organizations in the state, I look forward to next year's symposium.
- I attended the Connecticut Federation of Lakes (CFL) annual meeting, where DEEP presented on their watershed based planning on Total Maximum Daily Load (TMDL) development process. We are already working with this team on our Lake Management Plan, and will reach out to them regarding possible resources that we can also use for our LMP.
- FirstLight submitted a change to Appendix C in the Shoreline Management Plan. This change reclassifies "Alternative Shoreline Stabilization" as a limited activity rather than a significant activity.
  - This effectively reduces the permitting fee required for people to choose rip/rap or natural shoreline stabilization compared to seawalls. I support this change, but am happy to answer any questions people might have about it.
- We have fully transitioned to a new voice/calling system for the CLA. To reach me you can either call the office number and transfer to me, or you can reach me directly at (475) 273-1374