



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 13, 2023 - 7:00PM via ZOOM

ATTENDING:

P. Schaer (7:05pm)	Sherman
D. Cushnie	Sherman
B. Licht	New Fairfield
J. Main	New Fairfield
M. Gaffey	Brookfield
W. Meikle	Brookfield
B. Lohan	Brookfield
C. Robinson	Danbury
D. Rosemark	Danbury
S. Kluge	New Milford
J. Wodarski	New Milford

ABSENT:

M. O'Connor	Sherman
J. Archer	New Fairfield
E. Siergiej	Danbury
M. Toussaint	New Milford

M. Howarth, Executive Director
N. Stalter, Director of Ecology and Environmental Science
D. Wright, Administrative Coordinator
M. Gasperino, Operations Manager

Recorder: D. Wright

Guests: 1

Chairman, Marianne Gaffey, called the meeting to order at 7:02pm.

PUBLIC COMMENT

none

CONSENT AGENDA

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

TREASURER's REPORT (Bill Lohan)

Bill noted that on the income side, we are slightly above budget because of donations & interest income. On the expense side, all committees are below budget. Regarding restricted, signed, and deferred accounts, moving forward bookkeepers will incorporate those into reports and be part of the balance sheet.

Mark read the new policy for attending conferences which was reviewed by the Executive Committee. It was noted that the policy puts in writing what we have already been doing with regard to conferences.

Marianne Gaffey made a motion to accept the new policy for conference attendance, seconded by Will Meikle, all voting in favor.

Mark provided an update on the potential office space. It is anticipated the temporary office space will be used for 2 or more years. During that time, we would see a cost savings of several hundred dollars a month on rent. Moving into the final space from the temporary space would require a build-out. Capital will be needed for the build-out; currently, we anticipate being able to cover 50% of the cost through donated materials and funds. We expect the temporary space will be ready to move into in the fall.

Will provided an update on Patrol Boat number 3. For the last three years, the 10-year capital plan has consistently included the purchase of a new marine patrol fleet. We have two Silver Ships on the water and the plan includes the purchase of a third vessel. The capital plan had that third vessel purchase last fiscal year, but since Silver Ships 2's delivery was delayed, we delayed the timing of that final purchase. Originally the planned cost of the boat was \$165,000.00, but inflation in the marine industry has changed pricing. The funds are available in our capital fund to purchase the boat. We requested three different bids; bids were received from Silver Ships, Metal Shark, and Life Proof. All three bids were close in cost. Because of this and operational consistency, it was decided to stay with Silver Ships for this purchase. It will take over a year from the time we order, so we believe the third boat will be in the water for the 2025 Summer season.

Will Meikle made a motion to approve the acquisition of Silver Ships three for a not to exceed price of \$250,000.00. Bill Lohan seconded the motion, all in favor.

Mark discussed the research/operations vessel. Part of the long-term plan has been to replace the current science boat, which is an older boat that was previously used as a patrol boat. We are looking for a vessel that will be purpose built that will allow us to work more effectively on the water and will last for decades. This vessel will have the ability to not only be used for science/research but be a multipurpose vessel and also used by the Operations department for some buoy work and other tasks and would also be outfitted with a blue light bar to serve as an additional patrol vessel during events such as fireworks, the light parade, or whenever an extra boat is needed for events. It will also serve as a general needs boat for the CLA staff. Currently, different manufacturers are being explored. This purchase is in the capital plan for 2025/2026, however, we are aware lead times can be as long as 2.5 years and we are planning to have more information by next month.

PUBLIC SAFETY (Bill Licht)

Bill provided an update on Public Safety. The season has been successful, and all shifts have been covered. There have been rainouts but that has allowed for more shifts on nice days so there's been additional coverage on those days. The MOA with DEEP will expire on December 31, and Mark and Nick will meet with EnCon to discuss the new MOA. We don't expect many changes. We are going to solicit EnCon to run an LPO class this year. We'll begin advertising, interviewing, and moving forward with the hiring process for LPOs. The Public Safety Committee will be working to finalize the budget. Danbury has approved the CLA having a patrol boat at their EMS dock, which will help with response time and presence in that part of the lake.

Mark discussed that through a grant we obtained three tablets for patrol boats, we are working to streamline the operations, so the Officers don't have to handwrite activities on the water and then enter digitally off the water. Mark

mentioned we have been working with two different potential software companies and more information will be provided soon. Neil added that the tablets are effectively like having a PC on the boat, running Windows.

EQUIPMENT & FACILITIES (Doug Cushnie)

Doug discussed that Mike has been working on the base building with staining. The Wellcraft boat is ready to be returned to New Fairfield. The entire fleet is in the water, ready to finish out the season and the ARK is ready to haul out buoys and exclosures when the time comes.

PUBLIC AWARENESS (Joan Archer)

In Joan's absence, Neil provided an update. The twice-weekly social media posts have been well received and the posts have been generating traffic. The new invasive species signs for the boat launches which were grant-funded, are done and ready to be installed in the next couple of weeks. We are still looking for an event in Danbury and we are going to have a pop-up tent with our branding which was grant-funded. Work on the annual appeal will begin in the next couple of months.

WATERSHED MANAGEMENT (Neil Stalter)

Neil provided an update on Watershed Management. Work at the new lab at UConn has been going very well. Blue/Green algae testing is done for the year, all results came back well below State of CT thresholds. There were a few elevated e-coli locations but they were following rain events. The Lake Stewards program has ended with over 700 inspections, (about 2,000 boat inspections over three years), and this year they prevented five invasive species from entering the lake. Neil is working on a final report.

NALMS is at the end of October and Mark and Neil are registered to attend. DEEP has a few more carp removals planned and it is estimated there will be about 250 total carp removed by the end of the year which was the goal number that was discussed. We will observe if there is any response in the plant community.

Steve added that no significant blue/green algae blooms have been seen, and the blue/green algae and water quality have been good this summer. He mentioned zebra mussels were found at the Sherman base. Neil mentioned the drawdown is a useful tool to help manage zebra mussel populations, once they are exposed, they will die.

Marianne mentioned that Board leadership positions will turn over in December.

ADJOURN

Marianne Gaffey made a motion to adjourn the meeting, seconded by Will Meikle, with all voting in favor.

The meeting adjourned at 7:42 pm.

Respectfully submitted,

Martin O'Connor^{DW}

Martin O'Connor, 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.



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TO: Town Clerks and CLA Delegates
FROM: Marianne Gaffey, Chairman
DATE: September 11, 2023
SUBJECT: **CLA Meeting – September 13, 2023**

The Candlewood Lake Authority will hold a regular meeting on **Wednesday, September 13, 2023, at 7:00pm** via ZOOM. (*log-in information is below*)

AGENDA:

Call to Order:

1. **Welcome Guests**
2. **Public Comment** - The Board welcomes public participation. Public may comment and/or participate in discussion when recognized by the Chair. Please limit to no more than three minutes per speaker. Please be concise.
3. **Consent Agenda**
Recommended motion: that the CLA Board approve all items on the Consent Agenda:
 1. **Chairman's Report**
 2. **Secretary's Report**
 3. **Executive Director's Report**
 4. **Director of Ecology's Report**
 5. **Treasurer's Report**
4. **Vote to add items to the agenda** – if required (items may be added to the agenda provided board approval is requested and approved by 2/3's prior to discussion and any vote).
5. **Treasurer Update**
6. **Conference Attendance Policy Review**
7. **Office Space Update**
8. **Patrol Boat #3**
9. **Research/Operations Vessel Needs**
10. **Committee Reports:** Include discussion and updates on activities.
 1. Public Safety
 - i. CLA Marine Patrol
 2. Equipment / Facilities
 3. Public Awareness
 4. Watershed Management
11. **New Business:**
 1. All business to come before the Candlewood Lake Authority.

Adjournment

Join Zoom Meeting

<https://us02web.zoom.us/j/4727845265>

Meeting ID: 472 784 5265

One tap mobile +13126266799, 4727845265# US (Chicago) +19292056099,,4727845265# US (New York)

Find your local number: <https://us02web.zoom.us/u/kcsTlcLP7H>



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Marianne Gaffey, Chair
Candlewood Lake Authority
September 2023 Monthly Report

CLA Boats

1. Patrol - Our LT Capital Plan over the last 4 years has included the purchase of a 3rd Patrol Boat in FY22/23. The CLA delayed this purchase until receipt of our second boat which has now been received and put into service. We are ready to place the order for the 3rd boat, this will be reviewed and voted upon at the BOD meeting.
2. Science/Operations boat – Our LT Capital Plan also includes the purchase of a dedicated Science/Operations vessel in FY25/26. Neil and Mark have been working on specifications and manufacturers who might be the best fit. At this time, the lead time for vessels of this type is 2.5 years which requires us to make decisions on this vessel much earlier than we had anticipated. Mark will present the plans for this vessel and ideas for our next move.
3. The Town of Danbury has offered the CLA a dock space for one of our Patrol Boats at their City Dock.

Office Space

Martin and the staff have been working on a possible move for our administrative office to a location on the lake. Martin will update us on the status of the discussions, many thanks to Martin for all the work he has done on this project.

Meetings with Municipal Leaders

Mark and delegates from each municipality have met with the Mayor or First Selectman of each municipality except Danbury. The purpose of the meetings was to update the leaders on the work of the CLA this summer, possible issues going forward, and any concerns of the municipalities. The meetings have been very productive, thank you to all the delegates who were able to attend their meeting.

Marianne Gaffey
September 13, 2023

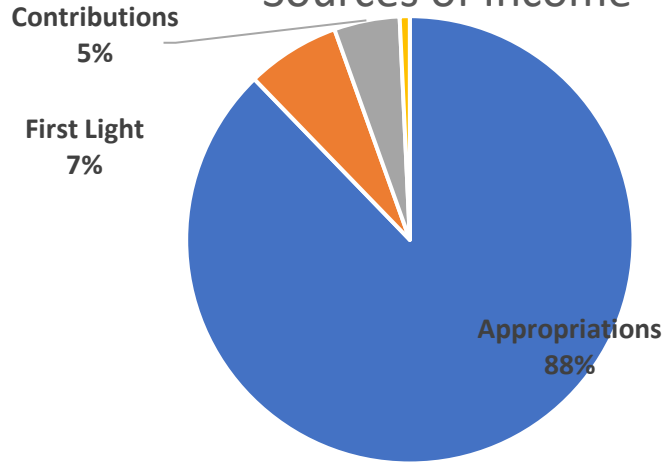
Finance Committee Financial Reporting August 2023



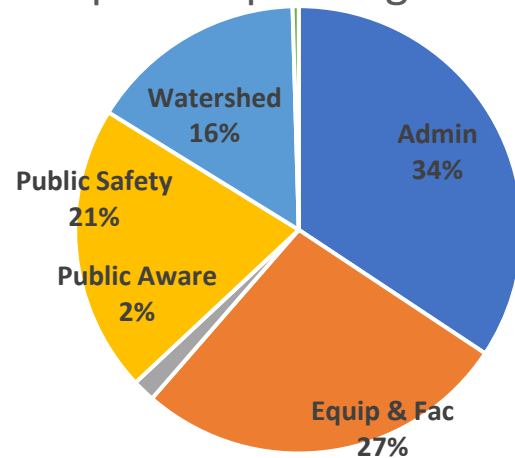
Income & Expense Overview

Results thru August 2023

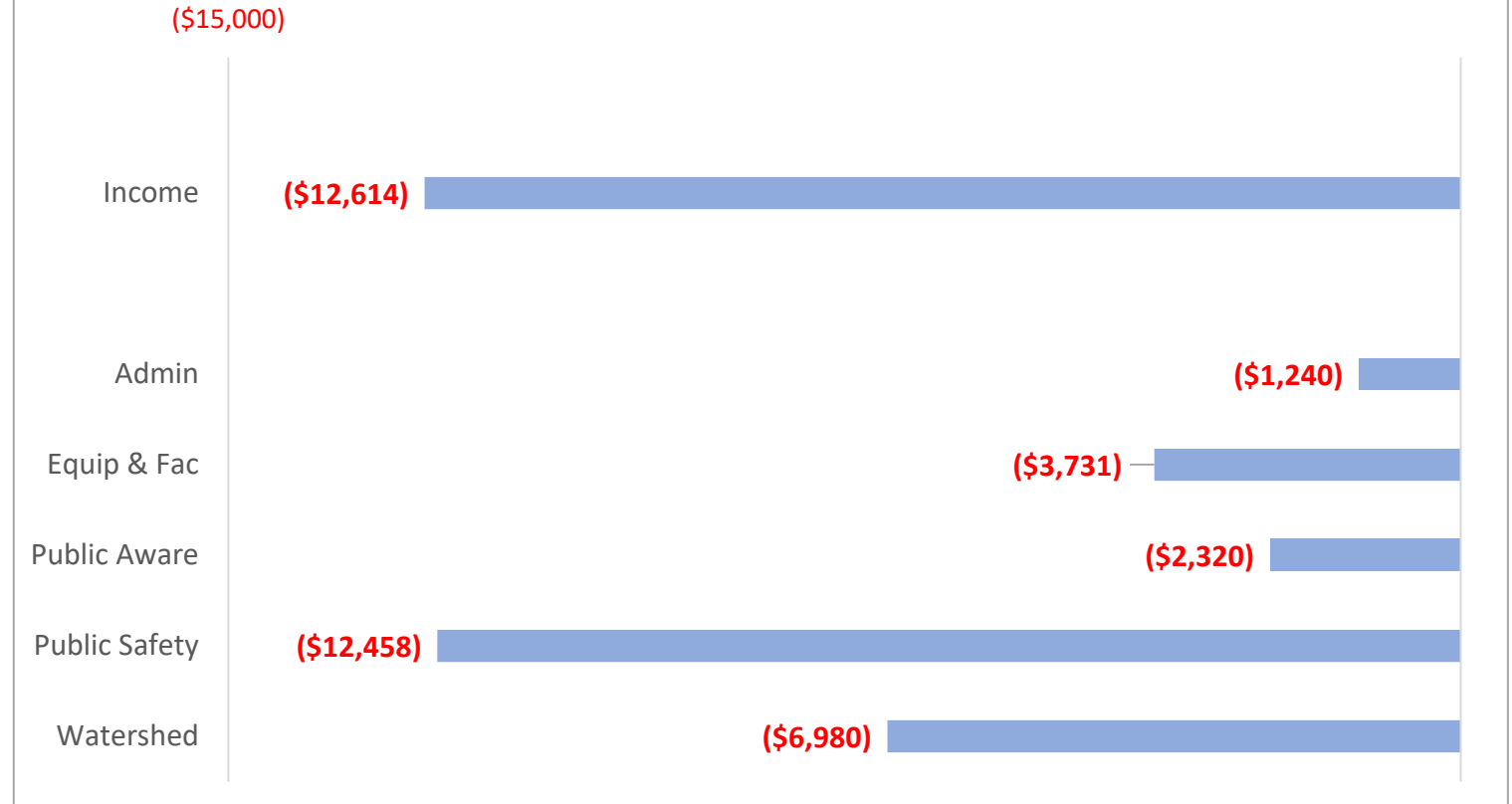
Sources of Income



Expense Spending Profile



Over / (Under) Budget Performance



Operational Income & Expense Summary

Results thru August 2023

YTD August 2023	YTD Budget	YTD Actual	O / (U) YTD Budget	% of YTD Budget	FY Budget	FY Forecast	O / (U) FY Budget	% of FY Budget
Income	\$704,458	\$717,071	(\$12,614)	102%	\$754,595	\$767,209	\$12,614	102%
Expenses								
Administration	\$42,589	\$41,349	(\$1,240)	97%	\$256,773	\$255,533	(\$1,240)	100%
Equipment & Facilities	\$113,325	\$109,594	(\$3,731)	97%	\$179,782	\$176,051	(\$3,731)	98%
Public Awareness	\$2,566	\$247	(\$2,320)	10%	\$17,750	\$15,430	(\$2,320)	87%
Public Safety	\$59,491	\$47,033	(\$12,458)	79%	\$173,134	\$160,676	(\$12,458)	93%
Watershed Management	\$22,266	\$15,286	(\$6,980)	69%	\$132,156	\$125,176	(\$6,980)	95%
Total Expense	\$240,237	\$213,509	(\$26,727)	89%	\$759,595	\$732,868	(\$26,727)	96%
Other Income/Expense (net)	\$0	(\$9,531)	(\$9,531)		\$5,000	(\$4,531)	(\$9,531)	
Operating Surplus/(Deficit)	\$464,221	\$494,032	\$29,811	-	\$0	\$29,811	\$29,811	-

* Accrual Basis Accounting

Key Drivers of the deltas to Budget



INCOME: Slightly above Budget as Donations and Interest Income exceed Budget.



ADMINISTRATION: Under Budget with higher Worker's Comp Insurance and Ex Director Wages offset by Professional Services.



EQUIPMENT & FACILITIES: Below Budget as a result of lower Ops Manager Fringe Benefits and Personnel Wages.



PUBLIC AWARENESS: All line items below Budget YTD.



PUBLIC SAFETY: Lower Gas and Lake Patrol Wages are main contributors to below Budget performance.



WATERSHED MANAGEMENT: Well below budget based on Lake and Stream Monitoring.



Governmental Budgetary Summary

Results thru August 2023

	<u>Jul - Aug 23</u>	<u>Annual Budget</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense					
Total Income	<u>717,071.33</u>	<u>754,595.00</u>	<u>704,457.50</u>	<u>12,613.83</u>	<u>101.79%</u>
Gross Profit	717,071.33	754,595.00	704,457.50	12,613.83	101.79%
Expense					
Total Administration	41,349.00	256,773.00	42,588.70	-1,239.70	97.09%
Total Equipment and Facilities	109,594.04	179,782.00	113,325.00	-3,730.96	96.71%
Total Public Awareness	246.58	17,750.00	2,566.30	-2,319.72	9.61%
Total Public Safety	<u>47,033.14</u>	<u>173,134.00</u>	<u>59,490.65</u>	<u>-12,457.51</u>	<u>79.06%</u>
Total Watershed Management	<u>15,286.43</u>	<u>132,156.00</u>	<u>22,266.00</u>	<u>-6,979.57</u>	<u>68.65%</u>
Total Expense	<u>213,509.19</u>	<u>759,595.00</u>	<u>240,236.65</u>	<u>-26,727.46</u>	<u>88.88%</u>
Net Ordinary Income	503,562.14	-5,000.00	464,220.85	39,341.29	108.48%
Other Income/Expense					
Other Income					
Other Expense					
Net Other Income	<u>-9,530.54</u>	<u>5,000.00</u>	<u>0.00</u>	<u>-9,530.54</u>	<u>100.0%</u>
Net Income	<u>494,031.60</u>	<u>0.00</u>	<u>464,220.85</u>	<u>29,810.75</u>	<u>106.42%</u>

Committee Details



Income Details

	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Ordinary Income/Expense								
Income								
901 · Appropriations	653,095.00	653,095.00	0.00	100.00%	653,095.00	653,095.00	0.00	100.00%
902 · Contribution from FirstLight	50,000.00	50,000.00	0.00	100.00%	50,000.00	50,000.00	0.00	100.00%
903 · Interest	0.00	6,661.15	-6,661.15	100.00%	0.00	6,661.15	6,661.15	100.00%
912 · Contributions and Donations	1,003.95	6,115.18	-5,111.23	609.11%	35,000.00	40,111.23	5,111.23	114.60%
915 · Sponsorship -programs/activitie	358.55	0.00	358.55	0.00%	12,500.00	12,141.45	-358.55	97.13%
916 · Lake Patrol Services	0.00	1,200.00	-1,200.00	100.00%	2,000.00	3,200.00	1,200.00	160.00%
917 · Buoy Contract	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>2,000.00</u>	<u>2,000.00</u>	<u>0.00</u>	<u>100.00%</u>
Total Income	<u>704,457.50</u>	<u>717,071.33</u>	<u>-12,613.83</u>	<u>101.79%</u>	<u>754,595.00</u>	<u>767,208.83</u>	<u>12,613.83</u>	<u>101.67%</u>
Gross Profit	704,457.50	717,071.33	-12,613.83	101.79%	754,595.00	767,208.83	12,613.83	101.67%



Administration Expense Details

Expense	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Administration								
100 · Executive Director - Wages	14,327.50	15,600.00	-1,272.50	108.88%	85,965.00	87,237.50	1,272.50	101.48%
101 · SS/Medi/CTUC	5,748.30	6,594.31	-846.01	114.72%	34,490.00	35,336.01	846.01	102.45%
101A · Workers Comp Insurance	750.00	2,214.00	-1,464.00	295.20%	4,500.00	5,964.00	1,464.00	132.53%
102 · Exec Dir - Fringe Benefits	2,257.00	2,036.91	220.09	90.25%	13,542.00	13,321.91	-220.09	98.38%
110 · Admin. Coordinator - Wages	6,505.00	6,516.00	-11.00	100.17%	39,030.00	39,041.00	11.00	100.03%
112 · Admin Cor - Fringe Benefits	2,011.50	-390.00	2,401.50	-19.39%	12,069.00	9,667.50	-2,401.50	80.10%
113 · Insurance	2,842.00	2,807.46	34.54	98.79%	11,368.00	11,333.46	-34.54	99.70%
114 · Telephone	750.00	577.71	172.29	77.03%	4,500.00	4,327.71	-172.29	96.17%
115 · Office Supplies	983.30	586.87	396.43	59.68%	5,900.00	5,503.57	-396.43	93.28%
116 · Postage	166.70	45.03	121.67	27.01%	1,000.00	878.33	-121.67	87.83%
117 · Audit	0.00	0.00	0.00	0.00%	7,500.00	7,500.00	0.00	100.00%
118 · Professional Services	1,815.00	514.25	1,300.75	28.33%	10,315.00	9,014.25	-1,300.75	87.39%
119 · Bank and Service Fees	200.00	0.00	200.00	0.00%	1,200.00	1,000.00	-200.00	83.33%
121 · Expenses	166.70	82.02	84.68	49.20%	1,000.00	915.32	-84.68	91.53%
122 · Internet Access	200.00	89.98	110.02	44.99%	1,200.00	1,089.98	-110.02	90.83%
124 · Technology Hardware & Services	1,000.00	1,208.82	-208.82	120.88%	6,000.00	6,208.82	208.82	103.48%
161 · Office Rent	2,865.70	2,865.64	0.06	100.00%	17,194.00	17,193.94	-0.06	100.00%
Total Administration	42,588.70	41,349.00	1,239.70	97.09%	256,773.00	255,533.30	-1,239.70	99.52%



Equipment & Facilities Expense Details

	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Equipment and Facilities								
200 · Personnel - Wages	1,000.00	0.00	1,000.00	0.00%	3,000.00	2,000.00	-1,000.00	66.67%
210 · Operations Manager - Wages	7,065.00	7,941.40	-876.40	112.41%	43,065.00	43,941.40	876.40	102.04%
212 · Ops Mgr - Fringe Benefits	2,000.00	200.00	1,800.00	10.00%	12,217.00	10,417.00	-1,800.00	85.27%
221 · Sherman Base - Repairs/Maint	500.00	314.97	185.03	62.99%	3,000.00	2,814.97	-185.03	93.83%
222 · Utilities - electric	750.00	87.78	662.22	11.70%	4,500.00	3,837.78	-662.22	85.28%
223 · Internet and Security Systems	250.00	27.62	222.38	11.05%	1,500.00	1,277.62	-222.38	85.18%
226 · Work Boats	1,000.00	971.02	28.98	97.10%	6,000.00	5,971.02	-28.98	99.52%
227 · Vehicle	600.00	51.25	548.75	8.54%	3,500.00	2,951.25	-548.75	84.32%
228 · Dock and Trash Pick Up	160.00	0.00	160.00	0.00%	1,000.00	840.00	-160.00	84.00%
231 · Buoy Maintenance	0.00	0.00	0.00	0.00%	2,000.00	2,000.00	0.00	100.00%
261 · Capital Replacement Fund	<u>100,000.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100.00%</u>	<u>100,000.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100.00%</u>
Total Equipment and Facilities	113,325.00	109,594.04	3,730.96	96.71%	179,782.00	176,051.04	-3,730.96	97.93%



Public Awareness Expense Details

	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Public Awareness								
413 · School Programs	300.00	0.00	300.00	0.00%	1,000.00	700.00	-300.00	70.00%
414 · Subscription services	666.30	246.58	419.72	37.01%	4,000.00	3,580.28	-419.72	89.51%
415 · Events and Displays	1,600.00	0.00	1,600.00	0.00%	4,000.00	2,400.00	-1,600.00	60.00%
417 · Fundraising	0.00	0.00	0.00	0.00%	5,000.00	5,000.00	0.00	100.00%
421 · Shoreline Cleanup	0.00	0.00	0.00	0.00%	3,750.00	3,750.00	0.00	100.00%
Total Public Awareness	<u>2,566.30</u>	<u>246.58</u>	<u>2,319.72</u>	<u>9.61%</u>	<u>17,750.00</u>	<u>15,430.28</u>	<u>-2,319.72</u>	<u>86.93%</u>



Public Safety Expense Details

	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Public Safety								
300 · Lake Patrol Wages	33,982.18	25,739.89	8,242.29	75.75%	64,608.00	56,365.71	-8,242.29	87.24%
301 · CLAMP Chief Salary	6,666.70	6,666.68	0.02	100.00%	40,000.00	39,999.98	-0.02	100.00%
311 · Boat Maintenance and Reimburse	1,460.00	3,907.78	-2,447.78	267.66%	13,250.00	15,697.78	2,447.78	118.47%
312 · Gas and Oil	14,284.02	7,617.47	6,666.55	53.33%	29,160.00	22,493.45	-6,666.55	77.14%
313 · Insurance	2,457.75	2,391.54	66.21	97.31%	9,831.00	9,764.79	-66.21	99.33%
314 · Training	0.00	140.28	-140.28	100.00%	6,475.00	6,615.28	140.28	102.17%
318 · Miscellaneous	200.00	0.00	200.00	0.00%	1,000.00	800.00	-200.00	80.00%
321 · Radio & Equipment	0.00	130.66	-130.66	100.00%	1,810.00	1,940.66	130.66	107.22%
322 · Uniforms	440.00	0.00	440.00	0.00%	5,000.00	4,560.00	-440.00	91.20%
324 · CLAMP Services - Fireworks	0.00	438.84	-438.84	100.00%	2,000.00	2,438.84	438.84	121.94%
Total Public Safety	59,490.65	47,033.14	12,457.51	79.06%	173,134.00	160,676.49	-12,457.51	92.81%



Watershed Management Expense Details

	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Watershed Management								
500 · WM - Personnel Wages								
500A · Director of Ecology Wage	11,523.30	11,523.32	-0.02	100.00%	69,140.00	69,140.02	0.02	100.00%
Total 500 · WM - Personnel Wages	11,523.30	11,523.32	-0.02	100.00%	69,140.00	69,140.02	0.02	100.00%
502 · Dir. Ecology - Fringe	2,152.70	1,914.47	238.23	88.93%	12,916.00	12,677.77	-238.23	98.16%
511 · Lake and Stream Monitoring	6,200.00	0.00	6,200.00	0.00%	18,600.00	12,400.00	-6,200.00	66.67%
512 · E-Coli Bacteria Testing	600.00	1,200.00	-600.00	200.00%	2,000.00	2,600.00	600.00	130.00%
513 · Cynobacteria testing (BG Algae)	600.00	0.00	600.00	0.00%	2,000.00	1,400.00	-600.00	70.00%
514 · Travel	500.00	205.77	294.23	41.15%	3,000.00	2,705.77	-294.23	90.19%
515 · Equipment and Supplies	400.00	442.87	-42.87	110.72%	2,500.00	2,542.87	42.87	101.72%
531 · Professional Development	0.00	0.00	0.00	0.00%	5,500.00	5,500.00	0.00	100.00%
532 · Engineering and Consulting	200.00	0.00	200.00	0.00%	16,000.00	15,800.00	-200.00	98.75%
599 · Miscellaneous	90.00	0.00	90.00	0.00%	500.00	410.00	-90.00	82.00%
Total Watershed Management	22,266.00	15,286.43	6,979.57	68.65%	132,156.00	125,176.43	-6,979.57	94.72%



Other (Restricted Grants) Income/Expense Details

	<u>YTD Budget</u>	<u>Jul - Aug 23</u>	<u>O/U YTD Budget</u>	<u>% of YTD Budget</u>	<u>Annual Budget</u>	<u>FY Forecast</u>	<u>O/U FY Budget</u>	<u>% of FY Budget</u>
Other Income/Expense								
Other Income								
Income Restricted/Grants								
9000 · Contributions - Restrict/Unbugt								
900-14A · CLERC _ Education	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>100.00%</u>
Total 9000 · Contributions - Restrict/Unbugt	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>100.00%</u>
9200 · Grant Income - Unbudgeted			<u>0.00</u>	<u>0.00%</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
900-21B · DEEP AIS (Lake Steward)	<u>9,000.00</u>	<u>0.00</u>	<u>9,000.00</u>	<u>0.00%</u>	<u>18,000.00</u>	<u>9,000.00</u>	<u>-9,000.00</u>	<u>50.00%</u>
Total 9200 · Grant Income - Unbudgeted	<u>9,000.00</u>	<u>0.00</u>	<u>9,000.00</u>	<u>0.00%</u>	<u>18,000.00</u>	<u>9,000.00</u>	<u>-9,000.00</u>	<u>50.00%</u>
Total Income Restricted/Grants	<u>9,000.00</u>	<u>0.00</u>	<u>9,000.00</u>	<u>0.00%</u>	<u>23,000.00</u>	<u>14,000.00</u>	<u>-9,000.00</u>	<u>60.87%</u>
Total Other Income	<u>9,000.00</u>	<u>0.00</u>	<u>9,000.00</u>	<u>0.00%</u>	<u>23,000.00</u>	<u>14,000.00</u>	<u>-9,000.00</u>	<u>60.87%</u>
Other Expense								
Expense Restricted/Grants								
8200 · Grants Expense								
800-21B · DEEP AIS (Lake Steward)	<u>9,000.00</u>	<u>8,858.60</u>	<u>141.40</u>	<u>98.43%</u>	<u>18,000.00</u>	<u>17,858.60</u>	<u>-141.40</u>	<u>99.21%</u>
Total 8200 · Grants Expense	<u>9,000.00</u>	<u>8,858.60</u>	<u>141.40</u>	<u>98.43%</u>	<u>18,000.00</u>	<u>17,858.60</u>	<u>-141.40</u>	<u>99.21%</u>
8400 · Assigned Expense								
800-20A · HMS Foundation Trust	<u>0.00</u>	<u>671.94</u>	<u>-671.94</u>	<u>100.00%</u>	<u>0.00</u>	<u>671.94</u>	<u>671.94</u>	<u>100.00%</u>
Total 8400 · Assigned Expense	<u>0.00</u>	<u>671.94</u>	<u>-671.94</u>	<u>100.00%</u>	<u>0.00</u>	<u>671.94</u>	<u>671.94</u>	<u>100.00%</u>
Total Expense Restricted/Grants	<u>9,000.00</u>	<u>9,530.54</u>	<u>-530.54</u>	<u>105.90%</u>	<u>18,000.00</u>	<u>18,530.54</u>	<u>530.54</u>	<u>102.95%</u>
Total Other Expense	<u>9,000.00</u>	<u>9,530.54</u>	<u>-530.54</u>	<u>105.90%</u>	<u>18,000.00</u>	<u>18,530.54</u>	<u>530.54</u>	<u>102.95%</u>
Net Other Income	<u>0.00</u>	<u>-9,530.54</u>	<u>9,530.54</u>	<u>100.00%</u>	<u>5,000.00</u>	<u>-4,530.54</u>	<u>-9,530.54</u>	<u>-90.61%</u>
Net Income	<u>464,220.85</u>	<u>494,031.60</u>	<u>-29,810.75</u>	<u>106.42%</u>	<u>0.00</u>	<u>29,810.75</u>	<u>29,810.75</u>	<u>100.00%</u>



Capital Summary for Fiscal Year 2023/2024

Capital Summary for Fiscal Year 2023/2024						
Opening Balance as of July 1, 2023						\$387,714
Appropriations						
Appropriations approved by Board - 8/23						\$ 100,000
Total Appropriations						\$ 100,000
Capital Approved Expenditures						
Silver Ships						\$ (45,264)
Total Expenditures						\$ (45,264)
Closing Balance as of June 30, 2024						\$442,450



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

September 13, 2023
Executive Director
Mark Howarth

Monthly Report

- We have met with a different software company who has walked us through a demo of a product we may be able to use for our Marine Patrol out on the water.
 - It would eliminate the need to document our daily activities by hand on the water and input it into the computer after.
 - This system could provide greater efficiencies and save us time as well as improve the resources and capabilities we currently have while on patrol.
 - We have been able to purchase three tablets for our patrol boats to operate this software in what can be difficult outdoor conditions, thanks to a grant we received.

- I have been able to meet with four out of our five elected officials to update them with how the lake has been this season. I was joined by two to three delegates from each of the respective towns. We are working on setting up a meeting with our final elected official soon and I look forward to that opportunity.
 - We discussed environmental topics including our study of the vegetation loss through our exclosures experiment, water quality for the season, and the good work done by our Lake Stewards to identify and prevent invasive species from entering the lake via our boat launches.
 - We also discussed a number of recreational and public safety topics, including updates on what the Marine Patrol is witnessing as well as enforcement efforts and challenges they are facing while out protecting the public and enforcing the boating laws of the State of CT.

- We put out a summer e-newsletter in August. Thank you to Nick, Dee and Neil for their contributions towards the content of the newsletter.

- I was out on the water with DEEP Boating last week. They reviewed the buoys and swim areas on the lake to verify that the buoys and swim areas on the lake are permitted and that permits that have been issued are being followed.
- We appreciate the City of Danbury approving a memorandum of understanding with the CLA for us to be able to park one of our patrol boats down at their EMS boat dock at Candlewood Park. We look forward to having the increased presence this will give us in Danbury and look forward to a continued mutually beneficial relationship with the emergency services agencies in Danbury.
- We are continuing to review our potential office space needs and the possible move to New Fairfield. Thank you to Martin for all of his work on this project.
- We have been in regular communication with the State Librarian's Office of Public Records regarding retention times for the cameras we plan to install on our patrol boats. We now have a clearer understanding of our responsibilities and will discuss those with the CT DEEP EnCon Police before moving forward.
- We are continuing to look into possible manufacturers for a future research boat, which we plan would be a multi-use boat that could perform additional duties with our operations department, Marine Patrol and general use in addition to performing its primary mission of science and research to improve our understanding and management recommendations for the lake's environment. We look forward to updating the board as we move forward with this process.



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J. Neil Stalter

Director of Ecology and Environmental Education

Candlewood Lake Authority

Re: September Monthly Report

Date: 9/14/2023

- Normal monthly water quality monitoring is going well. We have received results back from UCONN and have dropped off additional samples. Results came in a timely fashion, and they are very well organized!

- Anecdotally, the water remains clear this year with lower-than-average algae and Chl-a measurements. This could be due to the specific way the weather this year is interacting with the algae community, keeping them lower in the water column than previous years.
- I've also included a picture of the *best* part of switching to our new lab.

- The weekly blue-green algae and E. Coli testing have ended for the year. Thank you to the New Fairfield Senior Center volunteers and WestConn for making these programs possible, and another great year of testing! Not a single location was elevated in blue-green algae toxin this year, and E. Coli readings were low except in a few locations immediately after a rain event.

- The new boat launch aquatic invasive species signs are completed and printed and will be installed this fall! A Spanish translation of the sign, available via QR code on the signs, is also posted to our website.

- The lake steward program is over for 2023! This year our stewards inspected over 700 boats and stopped multiple invasive species from entering the lake including Hydrilla,



Zebra Mussels, and water chestnut. We thank them for their hard work and another great year keeping Candlewood protected!

- The program is funded through next year, and we should be receiving the check for the first half of this year's project very shortly. The remainder will also be submitted for reimbursement now as well.
- Mark and I have begun the process of pinpointing a boat design and manufacturer for the new science boat, based on the purpose of the boat which will still be primarily research, but also allow operations some light use for debris removal and buoy adjustment when the ARK isn't practical.
 - Munson has a design that seems promising, and we hope to schedule a visit to a similar research boat owned by Rutgers from Munson. However, we're also looking at all the options, and hope to have more information on final details to present to the board soon!
 - The design details will be worked on 1 on 1 with the manufacturer to make sure every aspect of the boat is made specifically to help us accomplish our science work on the water more efficiently, while opening new possibilities for research in the water and on the islands.
 - Lead time for a boat is very long right now, so after a basic design and manufacturer are decided, there will be ample time for more detailed design work.
- We are all registered for NALMS, which will be in Erie PA the last weekend of October. I also am interested in potentially visiting the Northeast Aquatic Plant Management Society conference in January in New Hampshire, should that be possible as well.
- The CT DEEP fisheries have conducted additional removals of the carp, totaling a total of 178 total carp removed from all sources so far. Including all planned removals, we're expecting roughly 250 total removed by the end of the season and look forward to seeing if there's any response from the ecosystem.
 - We have also checked the exclosures with the help of WestConn students and their underwater cameras. Eelgrass, a native species, seems to be what is most readily growing both in and outside of the exclosures, indicating that it might not be a favorite of the carp.
 - We plan on having multiple off-season in-person meetings with DEEP fisheries to discuss how to maintain a balance of plants that aren't too overabundant in the lake moving forward, as well as learning more about other Candlewood management questions around the launches and fishing in the lake.