



# CANDLEWOOD LAKE AUTHORITY

P.O. BOX 37 • SHERMAN, CONNECTICUT 06784-0037 • (860) 354-6928 • FAX (860) 350-5611

## Minutes of Regular Meeting May 9, 2018

### Attending:

P. Schaer	Sherman
G. Linkletter	Sherman
D. Cushnie	Sherman
J. Hodge	New Fairfield
B. Licht	New Fairfield
J. Murphy	Brookfield
W. Lohan	Brookfield
B. Brown	Brookfield
D. Rosemark	Danbury (electronic)
M. Toussaint	New Milford
J. Wodarski	New Milford
S. Kluge	New Milford

### Absent:

E. Siergiej	Danbury
J. Main	New Fairfield
C. Robinson	Danbury

F. Frattini, CLA Administrative Coordinator  
M. Howarth, CLA Executive Director  
CLA Marine Patrol –Capt R. Barnard

Recorder: F. Frattini

### Guests:

Four members of the public.

Chairman, Phyllis Schaer, called the regular meeting of the Candlewood Lake Authority to order at 7:31 P.M. at Brookfield Town Hall Brookfield, CT. She welcomed the guests.

**Pubic Comment:** Mrs. Schaer asked if anyone wished to speak.

Mary from Danbury advised that she had spoken to Mr. Payton at the DEEP regarding the requested buoys at Dike's Point she now understands that as requested they would be unenforceable but he suggested she speak to Tim Delgado of DEEP. He advised of parameters of how to petition the Town of New Milford for a special permit/ordinance for the buoy, she has been waiting for a call back from the Town Attorney. Mark Howarth advised that a Town Ordinance is not enforceable by CLAMP or DEEP officers. She advised that she is waiting for a response from the Town Attorney on how to proceed. Mrs. Schaer thanked her for all her efforts on this matter.

**Secretary's Report:** Jerry Murphy, Secretary, noted there were no changes and *made a motion to accept the minutes of the April 11, 2018 meeting as written, seconded by Bill Brown, motion was voted with all in favor. Motion carried and minutes have been accepted as written.*

**Public Safety/CLAMP:** Capt Ron Barnard advised that training is complete and scheduled patrols will begin May 26<sup>th</sup>. There will be one patrol boat out for the Clean Up on May 19<sup>th</sup>, MC-I is in the water, the Robalo will go in after the Sherman Parade, and weekends will have three shifts per day. With the new officers, there are now 5 POST certified officers on the patrol.

*Mrs. Schaer made a motion to hire the following as Lake Patrol Officers for the 2018 season: John Giafone, Frank Rondano, (POST) and Steven Doyle, Edwin Pagan III, Vincent Ruocco, Michael Safranek and Cooper Whiteside (Non-POST) for the starting salary of \$18.93 and \$ 13.52 per hour for POST and Non-Post officers, motion seconded by Jerry Murphy and voted with all in favor. Joe Wodarski advised that he would be at the Law Enforcement In-Service next Wednesday to swear in the new officers.*

**Chairman's Report:** Chairman Phyllis Schaer asked for a *motion to add an item to the Agenda: appointing Bill Licht to the Pubic Safety Committee. Mark Toussaint moved and Bill Brown seconded, vote was all in favor - item to appoint Bill Licht to Public Safety Committee was added to the agenda. With no further discussion, Mrs. Schaer made a motion to approve the appointment of Bill Licht to the Pubic Safety Committee, seconded by Joe Wodarski and voted with all in favor, Mr. Licht is now officially a member of the Public Safety Committee.*

Mrs. Schaer asked the Committee Chairmen to have three to five items that they would like their committees to work on to help further the work of the CLA. She asked that the delegates take a more active role on their committees during this time to help with a smooth transition of our new Executive Director. Regarding State of the Lake – hats off to Mark Howarth. There was much positive feedback – good speakers, good location, and a good day. Discussion on how to include the seasonal residents followed and it was suggested that the Coffee and Conversation in each town would be a good idea.

Mrs. Schaer reported on the memorial bench for Harold Mayer she would like to schedule a dedication in June and will poll the delegates on a good day.

Capt Barnard left the meeting at 8:05PM

Mrs. Schaer advised that the MOA has been signed by DEEP and forwarded to the CLA for signature, it will be signed by the CLA as per Board Approval and returned to DEEP.

She reported that she will be working with two inters from New Fairfield High School SEE program for three weeks beginning May 27<sup>th</sup> – they will be working on the components of a lake management plan.

Discussion followed on the Decontamination Station that Brookfield had purchased three years ago – the Town of Brookfield did receive a grant for FLPR for ten thousand dollars– the other Towns may need to contribute funds toward the program. Discussion continued noting that a location needs to be found and that the equipment should not be left outdoors at night. It was suggested that one delegate from each town

research a location, (possibly “Public Works” in each town,) that may house the equipment Sherman – Doug Cushnie, New Fairfield – John Hodge, New Milford - Steve Kluge, Brookfield, - Jerry Murphy and Danbury?) Bill Brown added that the cost of the program needs to be included in the budget in future years. All towns will benefit from this program, Mr. McAlister has gotten a quote for a building to store the equipment, Brookfield broke down the program cost in their grant application, insurance concerns (check with CIRMA); at Lake George they obtained Marina Insurance for their program. It was noted that Brookfield owns the equipment but would like the other four towns to share the costs of the program. Report back next month.

Mrs. Schaer reported on the Clean/Drain/Dry Billboards that had been on Route 37, Route 7 and Route 91 in the past that were paid for with an AIS grant from DEEP, there is no AIS money this year but the CLA would like to have a Billboard and there is one available on Route 7 and Sullivan Road at the cost of \$1950.00 for one month and would remain until location is rented to someone else. Also new artwork and vinyl is needed at the cost of \$600.00. Discussion on where the funds would come from – Bill Lohan noted it could come from the Public Awareness/Educational Bulletins or from the Restricted Education Fund. Discussion followed and *Jerry Murphy made a motion to approve \$2,550.00 from Line #412 Educational Bulletins for the billboard and artwork on Route 7, seconded by Joe Wodarski and voted with all in favor. Motion carried.*

Bill Licht suggested that the CLA look into a pickup truck billboard that can be in the back of the pickup and moved around from Town to Town, launch ramp to launch ramp and other events. He will research costs.

**Vice Chairman’s Report:** Vice Chairman, Mark Toussaint spoke on the **HR Committee** – we have received 26 resumes for the new position of **Director of Ecology and Environmental Education**. Deadline for applicants for this position was today May 9, 2018. Ads were in print in the News Times, CT Post and on Monster.com, Indeed and NALMS.

**Treasurer’s Report:** Treasurer Bill Lohan noted that year-to-date income is 96% of budget. All towns and FirstLight have paid in full. Expenses year to date are Administration is at 55%, Equipment/Facilities 80%, Public Safety 71%, Public Awareness 68% and Watershed Management 69% making the total year to date expenditures 65% of the total. Mr. Lohan reported that there were budget transfers totaling \$6,099.49 noting that most of this was for attorney fees for work on the MOA – *transfer from Line #300 LP Wages \$1,000.00, from Line # 300B LP Wages/Admin \$1,000.00. From Line #312 Gas and Oil \$3,000.00 and from line # 313 PS Insurance \$758.38 to Line #318 Maint/Miscl totaling \$5,757.38. From Line \$119 Bank/Service Fees \$74.16 to Line #123 Computer Hardware/Software, From Line #411 Newsletter \$243.63 to Line # 414 Subscription services and from Line 515 Equip and Supplies \$24.32 to Line #531 Professional Development. Bill Lohan moved to approve these transfers, seconded by Joe Wodarski and voted with all in favor and George Linkletter opposed. Motion carried and transfers approved. Bill Lohan then moved to accept the Profit and Loss Budget vs. Actual for the period ended April 30, 2018, seconded by Bill Licht and voted with all in favor. Report has been accepted and filed for audit.*

Mr. Lohan reported that based on the current figures the Authority should end the year with a surplus.

**Executive Director's Report:** Mark Howarth advised his report is attached to these minutes and then noted the highlights. State of the Lake presenters Dr. Theodora Pinou on the Grass Carp Tracking, Dr. Edwin Wong on Blue Green Algae testing both from WCSU and Marty and Diane Gucker of the NF Senior Environmental Corps on Bacteria sampling, Jim Wistman on Wood Duck boxes on Squantz Pond, LPO Dunkerton from CLAMP made for a good day. CLAMP with Sherman Park and Recreation will be holding a Safe Boating Class this weekend which is sold out. May 19<sup>th</sup> is the Clean Up and Boat Captains and volunteers are still needed – there is one week left to register.

13<sup>th</sup> Annual Soil Test Day was Saturday April 21.

Mark your calendars for Village Fair Days – July 27 and 28 need workers for the CLA Booth.

He reported that FLPR has filed for an extension to June 14<sup>th</sup> on the Vegetated Buffer Report and CLA will have a copy for comment. Ethan Nadeau of Biodiversity surveyed Candlewood and found NO adult Zebra mussels this spring.

He has started having weekly staff meetings to keep all up on what is happening and needs to be done.

He reported that he had been advised that FLPR plans to propose to FERC the below language as a replacement to Exhibit A, Section VI (c) *“For Preexisting Docks, any non-encapsulated foam must be replaced with fully encapsulated foam flotation if the dock is replaced or modified, consistent with Exhibit F – Boat Dock Guidelines a), V.”* This would eliminate the April 1, 2018 requirement that has been a challenge to existing lakeside residents to have encapsulated foam in all docks by that date. Discussion followed and it was noted that the CLA is in favor of the concept but before they can support would like clarification on what a dock “modification” would be.

**Public Safety Committee:** Joe Wodarski noted that on the Personnel Policy review he had obtained the policy of the Town of New Milford and suggested that the policies of the other towns could be obtained and Mrs. Schaer noted requesting a template from the Attorney who worked on the MOA. A meeting for this review will be scheduled soon.

**Public Awareness Committee:** Committee Chairman George Linkletter reported volunteers are needed for Clean Up on May 19<sup>th</sup> (rain date May 20<sup>th</sup>) and also for Village Fair Days in July. The committee has been discussing a 90<sup>th</sup> Anniversary of the lake activities and will pursue some of the good ideas. Also, they will be preparing a Spring Appeal.

**Watershed Management Committee:** Committee Chairman, Mark Toussaint advised that they have reviewed the bids on the RFP for the 2018 Water Quality Monitoring. He advised that the RFP had been sent to 6 firms four declined to bid, one of the four did note that he would like to be considered in the future. Of the two that bid they were for similar scope and both qualified to do the work, one was under our budget number and the other well over the budget number. He passed the bids to the delegates and advised that the Committee had reviewed them last night and voted unanimously to

recommend that the 2018 Water Quality Monitoring be awarded to AER. Mr. Toussaint added that in the future with the new Director of Ecology and Environ. Ed, some of the work that now needs to be farmed out could be brought back in house with maybe next year just analyses and report will need to be farmed out. Mrs. Schaer noted that Dr. Kortman advised that the consistency of the equipment is important and recommended that the CLA's equipment be used for this consistency. With no further discussion, *Mark Toussaint moved that the CLA award the 2018 Water Quality Monitoring to AER (Aquatic Ecosystem Research) for the total of fourteen thousand eight hundred fifty (\$14,850.00) dollars. Motion seconded by Jerry Murphy and voted with all in favor, George Linkletter opposed and John Hodge abstained. Motion carried.*

**Old/New Business:**

Personnel Policy needs update – Mr. Hodge noted that the policy conflicts with the new MOA – this conflict was addressed in the minutes of the April 11, 2018 meeting.

Mrs. Schaer advised that no changes have been made to the Committee Chairman for 2018

*John Hodge moved to adjourn the meeting, seconded by Jerry Murphy, meeting adjourned at 9:21 P.M.*

Respectfully submitted,

Jerry Murphy, Secretary  
Frances Frattini, 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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**May 9, 2018**  
**Executive Director**  
**Mark Howarth**

## **Monthly Report:**

- The 2018 State of the Lake was held on April 22<sup>nd</sup> in Sherman. We had over 80 people in attendance including several CLA Delegates. We also had several guest speakers, including Dr. Theodora Pinou and Dr. Edwin Wong, both from Western Connecticut State University, CLAMP Officer Dunkerton, as well as Marty and Diane Gucker from the NF Senior Center Environmental Corps and Jim Wistman from Squantz Pond.



- We have received approximately 25 resumes for the position of Director of Ecology and Environmental Education so far. The deadline to submit is May 9<sup>th</sup>.
- We worked with Officer Dyson of the Marine Patrol to promote and sell out a second boating class of the season. The class will be held 5/11 and 5/12 in Sherman at the Sherman School.
- The 2018 Candlewood Lake Clean up is coming up on May 19<sup>th</sup> (rain date 20<sup>th</sup>). We are busy preparing for the event, securing boat captains (more still needed) and volunteers to clean up the shoreline (more still needed too!), getting food and other donations set, etc. Lots of preparation underway for this kickoff to summer event.

- I attended the Connecticut Federation of Lakes Annual Meeting on 4/18, to represent the Candlewood Lake Authority.
- I've been working to secure sponsors for the year, including mailings and visits with sponsors. Sponsor letter is attached.
- We went out with the CT DEEP to sight some buoys and we will be continuing to work with them on this going forward.
- We were very happy to accept a \$500 grant from the Danbury/New Fairfield Woman's Club at their breakfast on 4/24. That money will go towards updating our 20-year-old Enviroscope and providing other materials to help us when we visit schools using the Enviroscope. Many thanks to the Danbury/New Fairfield Woman's Club!
- I visited the NF Senior Center on the morning of 5/8 to speak with the Environmental Corps volunteers about the lake. I was joined by Delegate Steve Kluge. The NF Seniors have been gathering our e-coli samples from 18 sites around the lake, weekly during the summer, since 2005 and are a valuable partner to the CLA and the Candlewood Lake Community.
- Jim McAlister and the CWI held their annual Soil Testing Day on April 21<sup>st</sup> and they had another very successful event, allowing people to get their soil tested for free to determine any deficiencies and prevent adding unnecessary fertilizers and other nutrients that may wash into the lake. Thank you to Jim and his volunteers for providing this valuable service to all in the area.
- We have reserved our spot and will be back at Village Fair Days at the end of July (27<sup>th</sup> and 28<sup>th</sup>). We hope to have a fun and educational booth, attracting many residents who are coming by to talk to us about the lake and possibly buy a t-shirt or other Candlewood Lake merchandise. We will be looking for volunteers to help us staff the booth over the two-day event, as well as provide help in designing our booth.
- FirstLight is requesting that the language in the SMP regarding encapsulated foam be amended. They are asking for a letter of support from the CLA.
- First Light was granted an extension to file their annual vegetated buffer report by FERC. The new filing date is June 14<sup>th</sup>. FirstLight called us and said that they plan to send us a draft report so that we have 30 days to review, prior to the filing date.
- Fran, Nick and I have begun to have staff meetings to keep us all up to date and on track. We are planning to have these meetings weekly.
- Brian Wood from FirstLight called on May 4<sup>th</sup> to let us know that Ethan Nadeau of Biodiversity had done the survey work on Candlewood looking for zebra mussels and he found no adult zebra mussels in the lake this spring.



# CANDLEWOOD LAKE AUTHORITY

- Preserving and Protecting Candlewood Lake Since 1972 -

## Will you help us protect Candlewood Lake?

Sponsor the CLA and we'll promote your business to our thousands of friends!

### Candlewood Lake is A Connecticut Treasure

Let's not take it for granted! While Candlewood Lake has been a source of pride and enjoyment for almost 90 years, pressures from both development and population are threatening its health. Our lakes are vulnerable. What we do on land and in the water affects their vitality. Invasive species, such as the milfoil we have here, are often spread from lake to lake via boats and trailers. Zebra Mussels are a continued threat at our doorstep in the Housatonic River and nearby lakes Lillinonah and Zoar. Blue-green algae has been around for 3 billion years, but lakes across Connecticut, the country and around the world are working to understand the different causes of increasing blooms.

In the face of increasing challenges, with mounting costs to match, your continued support of the Candlewood Lake Authority for the coming season will help ensure we can do the work that the community has relied on us to do since 1972.

## We love *this lake* and *this community* and it shows...

Will you join us as a sponsor to help the CLA continue to protect this invaluable resource?



Our [sterile grass carp program](#) is a biological management tool to fight invasive milfoil in the lake.



Our professional [Marine Patrol](#) has worked to keep boaters safe every year since 1972.



We use the latest science and best management practices to guide our [water quality initiatives](#).



Events like State of the Lake and other electronic & printed outreach efforts allow us to continue to [educate & interact with the public](#).



We build [valued partnerships](#) to provide added community benefits, such as rapid test results for blue-green algae toxins.



We want the [Candlewood Lake Community](#) invested in the future of the lake. Events such as the Clean Up get people involved.





# CANDLEWOOD LAKE AUTHORITY

- Preserving and Protecting Candlewood Lake Since 1972 -

## SPONSOR BENEFITS

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### Principal Sponsor: \$2,500

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***Principal Sponsors of the Candlewood Lake Authority and our events are the highest level of partnership and exposure. Not only do you get all of the benefits of a Major Sponsor, you will also receive premium logo placement and sizing in all available applications. Additionally, we can also customize your sponsorship if desired. We would love to talk to you further about this unique opportunity!***

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### Major Sponsor: \$1,000

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***Company Logo-branded exposure at our planned events and through our range of electronic media channels - Candlewood Lake Clean Up, State of the Lake, website, newsletters, social media, as well as any other added events.*** Our goal is to bring your business directly into our audiences' awareness and provide them with a connection to your company, as a place that supports an organization that works to protect the lake they cherish.

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### Partnering Sponsor: \$500

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***Company Name-branded exposure at our planned events and through our range of electronic media channels - Candlewood Lake Clean Up, State of the Lake, website, newsletters, social media, as well as any other added events.*** We will put your company name in front of the eyes of our loyal followers, allowing them to see that you value the lake they love.

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### Supporting Sponsor: \$250

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***Company Name-brand exposure through our electronic media channels - website, newsletters and social media.*** As a supporting sponsor you have the opportunity to reach many thousands of Candlewood residents and users who depend upon the CLA for information and news about Candlewood Lake.

#### - Candlewood Lake Authority's Electronic Media Reach -

- Mobile-Friendly Website - **Currently ranked #1 in google search results for Candlewood Lake.**
- 3,000 Facebook and Instagram Followers
- Nearly 2,000 Regular eNewsletter Subscribers



## 2018 SPONSOR FORM

(Runs through April 2018)

COMPANY NAME (as it should appear) \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

COMPANY ADDRESS \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Please check one:

- Principal Sponsor** - \$2,500
- Major Sponsor** - \$1,000
- Supporting Sponsor** - \$500
- Contributing Sponsor** - \$250

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**Sponsor online at [www.candlewoodlakeauthority.org](http://www.candlewoodlakeauthority.org)**

**(at the bottom right of the page click on the red **Become a Sponsor** button)**

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### Or mail this form and payment to:

Candlewood Lake Authority  
PO Box 37  
Sherman, CT 06784

**We are happy to have you join us at any time as a sponsor but if you wish to be included in the 2018 Candlewood Lake Clean Up event marketing please contact us by May 15th.**

**Questions? Mark Howarth / 860-354-6928 / [mark@candlewoodlakeauthority.org](mailto:mark@candlewoodlakeauthority.org)**