



## MEETING AGENDA

### Groton Utilities Watershed Source Protection Plan

Wednesday, November 8, 2006  
10:00 am – 12:30 pm

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|-------|--|------------------|
| 10:00 | Welcome and introductions / Misc. Items  | Al Dion          |
| 10:15 | Overall Project Schedule <ul style="list-style-type: none"><li>• Revisions (Chi Ho Services)</li><li>• Consultant procurement</li></ul>  | Lori Mathieu     |
| 10:30 | Discussion and acceptance of potential work items for consultant   | Laurie Giannotti |
| 11:00 | Review of Subcommittee members list  | Ron Bata         |
| 11:30 | Subcommittee Break-out Sessions <ul style="list-style-type: none"><li>• Confirm Chairmen who will lead the groups on the following:</li><li>• Discuss and finalize initial work plans and make assignments</li><li>• Discuss need for meetings, type of meetings, frequency and location of meetings</li></ul> |                  |
| 12:00 | Lunch  |                  |
| 12:10 | Niantic River Watershed Project  |                  |
| 12:30 | Schedule next meeting and discuss possible guest speaker   |                  |

**Meeting Location**  
**Groton Utilities**  
**Julio H. Leandri Administration Building**  
**Conference Room**  
(Directions Attached)

# **Driving Directions**

**1240 Poquonnock Road**

**Groton, CT 06340**

- ❖ **From Hartford, New Haven, traveling North on 1-95N.**
  - **Take Exit 88.**
  - **At the end of the exit ramp turn right onto Route 117/Newtown Road.**
  - **Follow Route 117 and take a right at the second light onto Route 1/Fort Hill Road.**
  - **Continue on Route 1 and at the second traffic light, turn right onto Filter Plant Drive. (You will see the Groton Utilities sign on the left).**
  - **At the gate, dial in 005 which will ring on Ron's, Water Division Administrative Secretary, desk. He will open the gate for you.**
  - **At the fork, go left and continue past the Filter Plant (the water is to your left). Follow the road around, bearing right.**
  - **At the Electric/Water Operations Building, please park either at the front or on the side of the building.**
  
- ❖ **From Providence, Mystic, Stonington, traveling South on I-95S.**
  - **Take Exit 88.**
  - **At end of the exit ramp turn left onto Route 117/Newtown Road.**
  - **Follow Route 117 and take a right at the second light onto Route 1/Fort Hill Road.**
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# Drinking Water Quality Management Plan

*For Groton Utilities Sources of Public Drinking Water*

Last Update September 4, 2006

**Suggested Consultant Work Items** – the following are taken directly from the above referenced revision of our Drinking Water Quality Management Plan (DWQMP). All work items must be presented to the Oversight Committee who will have an opportunity to comment before products are finalized. Consultant is also required to work with Communications Committee to assess the potential outreach/education uses for all work items delivered.

**Notes:**

- 1) Goals and objectives not shown in this document will be completed by CADMUS or within the Communications, Oversight and CT Drinking Water Protection Task Force (formerly Advisory Committee).
- 2) The Land, Water and Communications Committees have some tasks shown in this document as gray because they will be providing information for the consultant to help them complete a task.
- 3) The consultant will act as the “facilitator” (per our job descriptions) for all of our subcommittees.
- 4) We need to discuss whether the GIS committee will provide all the necessary maps and analysis for the committees or simply guide the consultant.
- 5) We need to discuss the need for a webmaster.

**Consultant Qualifications necessary to complete the listed work items:**

- Project management and reporting
- Group facilitation
- Conflict negotiation and resolution
- Public relations, marketing and outreach education experience
- Watershed management planning
- GIS capabilities (or GIS committee)
- Research and analysis of municipal and state regulations
- Research and analysis of low impact development techniques
- Land use planning
- Drinking water quality monitoring and public health protection measures
- Webmaster (or Groton Utilities)

**Goal 1**      *Preserve Drinking Water Quality and Protect Public Health*

**Objective 1: Develop and maintain baseline water quality data**

**Tasks:**

- a) Water Information Committee - Define Water Quality Parameters – Develop a list of what we are going to monitor and why. Discuss list with Oversight committee and give final list to consultant.
- b) Gather raw water quality & present – (tracking rural water, queries) – Develop a list of existing information sources (also note format, for example, digital or reports) and types of information (parameters and sample types). Work with Water Information Committee to finalize this list and present it to the Oversight Committee.

- c) Sharing data across communities and conduct data survey.

**Objective 2: Establish current status and baseline conditions for drinking water quality.**

Work with the Water Information Committee on the following items.

- d) Baseline graphic for baseline - Obtain the relevant information from **b** above and use the information to report on the ‘current’ conditions for the parameters established in **a** above. Create a “State of the Watershed” report and work with the Communications Committee to finalize and post on website.
- e) Determine gaps – Conduct an assessment of gaps in information both geographic (are we missing headwater streams?) and parameters. Suggest new monitoring program based on this information.

**Objective 3: Identify areas that contribute to the degradation of drinking water quality**

- f) Point sources- work with GIS Committee to create a map of known sources. Work with the Water Information Committee to develop the first draft. Discuss additions with Land Information Committee and other appropriate work groups to complete map. Finalize with Oversight Committee.
- g) Non-Point sources - create a list of potential sources; have discussions with Land Information Committee, local health, state health, etc. Work with GIS Committee to create base map and identify potentials on the base map.

**Objective 4: Assess impacts from permitted facilities and activities on drinking water quality.** Work with the Land Information Committee on the following items.

- h) Review existing water protection regulations, determine gaps and prepare a list.
- i) Prepare a strategy for addressing gaps in local water protection regulations.
- j) Source Water Protection - prepare a summary or list from the Source Water Protection reports.
- k) Source Water Protection Plus – prepare a list of suggested additions to the summary or list.

**Goal 2** *Proactively Protect Critical Watershed Areas through Land Management*

**Objective 1: Identify areas that are critical to the preservation of drinking water quality**

- a) Land Information Committee – Define critical areas by creating a list of characteristics and criteria that make an area important for drinking water protection. This may require research with other work groups and outside experts.
- b) Critical lands analysis - Work with Land Information and GIS Committees to prepare a map displaying these critical areas.

**Objective 2: Evaluate and recommend effectively methods for protecting these critical areas**

Work with Land Information Committee on the following Tasks:

- c) Define BMP’s – Using the results from Goal 1, objectives 3 & 4 to create a list of resources where BMPs for those threats of concern can be obtained. Make sure to find out if you can get digital information or link to a website.
- d) Identify & select appropriate (ID & analyst, local & state, COG) – prepare a preferred “list” of BMPs selected in c above.
- e) Review existing land protection regulations and determine gaps and prepare a list. (be sure to avoid overlap with Goal 1, h and i)

- f) Prepare a strategy for addressing gaps in local land protection regulations.

**Objective 3: Develop useable tools for land use decision makers to evaluate protective approaches**

Work with Land Information Committee on the following tasks. For the following, based upon threats of concern, research existing approaches that might be useful for our watershed, work with other work groups to select the most appropriate:

- g) Memoranda of Understanding (MOUs)
- h) Towns ordinance
- i) Identify/recommend toolbox select – Put together a publication appropriate for our website that contains the most appropriate tools.
- j) If necessary, formulate and propose new regulations.

**Objective 4: Identify areas for higher density development and establish agreements to facilitate effective protection of drinking water quality (e.g., transfer of development right and development of cost-effective and protective infrastructure for water and sewer)**

Work with Land Information Committee on the following tasks.

- a) Prepare a list of characteristics that make an area suitable for higher density development.
- b) Define appropriate development within these critical areas established (for preservation versus development)
- c) Work with GIS Committee to prepare a map of these areas.
- d) Define BMPs (could be different for each town)- Research and develop a list of options including sewer avoidance provisions.

**Goal 2** *Proactively Protect Critical Watershed Areas through Land Management (Continued)*

**Objective 5: Promote the use of low impact development techniques for new development (e.g., through the development of agreements and local ordinance)**

Work with Land Information Committee on the following tasks.

- a) Create for the watershed towns a definition for low impact development (LID) recognizing the unique aspects of drinking water supplies and using CT’s Stormwater Quality Manual and other existing publications.
- b) Create a Drinking Water Quality Protection (DWQP) toolbox using existing LID toolboxes prepared by others and making them most useful to the watershed towns. Post the DWQP toolbox on the website.
- c) Identify various models for developers and solicit pilot projects.

**Objective 6: Develop tools and programs to reduce contamination threats (e.g., using pollutant trading incentive and “outside” funding)**

Work with Land Information Committee on the following tasks.

- a) Evaluate requirements and assess if this type of program make sense in Connecticut
- b) If applicable, prioritize these tools and programs and add them to the DWQP tool box.

**Objective 7: Develop standards of basic LID enforcement ordinances**

Work with Land Information Committee (LIC) on the following tasks.

- a) Review existing ordinances present a list to the LIC.
- b) Build model ordinances if necessary.

- c) LIC - Work with watershed towns to adopt the new ordinances.

**Objective 8: Evaluate stormwater utility management (including feasibility)**

Work with the Oversight Committee on the following tasks.

- a) Recap regulations on how we can implement a stormwater utility in Connecticut.
- b) Provide examples of successes and failures
- c) Prepare a presentation/discussion for the Oversight Committee on a and b above.
- d) Make recommendations on how a SU can be implemented in this watershed.

**Objective 9: Work with developers, when appropriate to develop innovative treatment techniques**

Work with Land Information Committee (LIC) on the following tasks.

- a) LIC will prepare a list of potential partners and provide it to the Consultant.
- b) Categorize treatment techniques referring to our DWQP toolbox.
- c) Prepare a list of potential funding opportunities.
- d) Develop a strategy for the promotion and implementation of pilot project(s).

**Goal 4** *Effectively inform and involve stakeholders and citizens*

**Objective 5: Develop a plan for public education**

Work with the Communications Committee on the following tasks:

- a) Develop needs analysis considering who the target audiences are and what types of education (publications, workshops, mailings) would serve them best and what venues would serve them best (email, mail, website, meetings).
- b) Develop methodology for conducting a trial program
- c) Communications Committee - Conduct trial program; evaluate results and the move to larger scale program

## SOURCE WATER PROTECTION PROGRAM MEETING MINUTES

Re: Drinking Water Quality Management Plan

A Source Water Protection Meeting for the establishment of a Drinking Water Quality Management Plan was held at the Groton Utilities Operations Complex Julio H. Leandri Administration Building Conference Room on November 8, 2006 at 10:00am.

- Present were:
  - Lori Mathieu DPH
  - Laurie Giannotti DPH
  - Eric Thomas DEP – Watershed Management and Coordination
  - Jeff Butensky US EPA New England
  - Al Dion Groton Utilities
  - Rick Stevens Groton Utilities
  - Karl Acimovic Consultant, Groton Utilities
  - Ron Bata Groton Utilities
  - Michael Schaefer City of Norwich
  - Marcia Vlaun Town of Montville
  - Brian Palaia Town of Ledyard
  - Deborah Jones Town of Groton
  - Mike Murphy Town of Groton
  - Matt Davis Town of Groton
  - Tom Wagner Town of Waterford
  - Sidney Van Zandt Groton Resident
  - Steve Mansfield Ledge Light Health District
  - Barbara Goodrich City of Groton

Items of discussion:

Al Dion Comments:

- Opened the meeting by welcoming and thanking everyone for attending.
- Introduced Barbara Goodrich, City of Groton Planner.

Rick Stevens Comments:

- Thanked all the Groton Utilities Water Treatment Plant and Watershed Tour attendees.
- There will be more tours to follow this Spring.

Deb Jones Comments:

- Gave a brief description of the Water Protection Overlay.
  - Began in 1987.
  - Amended to include Haley's Brook in 1988.

- Over the years the Water Resource Protection District (WRPD) has been amended several times.
- The Water Resource Protection District (WRPD) regulations can be found in Section 6.12 of the Town of Groton Zoning Regulations.
- The regulations will be assessed by the Land Information Committee for transferability to the entire public water supply watershed.

Al Dion Comments:

- Super Wal Mart:
  - Groton Utilities Project Management Team is working to ensure that Best Management Practices are maintained both during and after construction.
  - In addition, we will be investigating the possibility of adding a Performance Bond for future maintenance.
- There will be no meeting in December to allow time for the Subcommittees to hold meetings.
- Description of the upcoming ATCAVE Technical Conference and Vendor Exposition sponsored by the AWWA Connecticut Section to be held in February 2007. A presentation will be given by Al Dion and Lori Mathieu.
- Description of an upcoming presentation which will be presented by Al Dion, Groton Utilities and Lori Mathieu, Department of Public Health at a Source Water Protection Symposium in Savannah, Georgia. This event will be sponsored by the American Water Works Association, as well as by the US Environmental Protection Agency.

Lori Mathieu Comments:

- Mentioned Aquarion and East Lyme being interested in our Drinking Water Quality Management Plan processes.
- The Committee has acquired a commitment with CADMUS and Dr. Chi Ho Sham for an additional set of three workshops funded by the grant from EPA.
- Contacted by OPM, working with them for funding and processes for Consultant selection.
  - Currently still no commitment for level of funding.
- Mentioned the importance and need for Consultant project goals and Committee processes.
- Described the Source Water Stakeholders Group.
  - Currently 44 Stakeholders on the list.
  - Would like this listing to be narrowed down to ten to work with the Committee on goals 5 and 6 of the Drinking Water Quality Management Plan goals.

Laurie Giannotti Comments:

- Discussed the suggested work items for a future Consultant.



- Introduced the Work Flow Chart.
  - Discussed how the Work Flow Chart evolved and its proposed use. She discussed the tasks for both the future consultant and DWQMP members and assured everyone that Subcommittees should not feel that they are overwhelmed with tasks.

Lori Mathieu Comments:

- Consultant will work indirectly with Subcommittees ensuring expertise.
- The flow for information to the Consultant will be:
  - Subcommittee  $\longleftrightarrow$  Oversight Committee  $\longleftrightarrow$  Consultant

Marcia Vlaun Comments:

- Seems as though all committee processes flows through the GIS Subcommittee.
  - Should there be a designated person for GIS mapping?

Lori Mathieu Comment:

- Named a new Committee member, Tyler Kleycamp, who is not present at this meeting. He is DPH GIS expert and will be working with Karl Acimovic on the GIS Committee.
- Added that the Consultant should have vast GIS technology knowledge as well.

Karl Acimovic Comment:

- Many GIS maps are already available for Subcommittee's use. Request the map they require to Karl and he will do research and return. Additional aid could be required if the mapping needed is outside the Groton Watershed. Karl is a co-chair of the GIS committee along with Bob Congdon. Karl is the "go-to" for this committee.

Laurie Giannotti Comments:

- Request that Karl put together a listing of the GIS mapping currently available.

Eric Thomas Comment:

- Possible that Connecticut Section AWWA could host our website that could be of use to the Committee.
  - Rick Stevens will look into the AWWA option.

Brian Palaia Comment:

- How will Consultant work with Subcommittee conflicts of interest?

Al Dion/Lori Mathieu Comment:

- Described that the Consultant will be a facilitator at the meetings and will have skills to handle conflicting resolution issues.
- All items flow through the Oversight Committee to the Consultant minimizing conflicting materials.

Laurie Giannotti Comments:

- She (i.e., Laurie Giannotti) will be acting as the Meeting Facilitator until a Consultant is selected and attending meetings.
- Described the Subcommittee Listing and job descriptions.
- Recruited for addition personnel in Subcommittees.

Lori Mathieu Comment:

- Any suggestions of other committees or groups who can have input on land use, conservation groups, etc?

Eric Thomas Comment:

- Questioned of Council of Governments (COG) input to Committee process.

Al Dion/Lori Mathieu Comment:

- Met previously with COG.
- Working with COG to further bring them onboard.

Tom Wagner Comment:

- Why is NEMO Committee not involved?

Lori Mathieu Comment:

- She is working with NEMO group and would like to bring them in. Looking for the correct program and subject matter to bring them in.

Mike Murphy Comment:

- Is the Drinking Water Quality Management Plan Timeline up to date?

Laurie Gionotti Comments:

- It has some updates to be entered. She will take care of them.
- Break into Subcommittee Groups for 15 minute discussion.

Lunch

Eric Thomas Comments:

- Gave description and updates on the Niantic River Watershed Protection Plan Project.

Al Dion Comments:

- Next meeting will be January 10, 2007 here at Groton Utilities from 10:00am – 12:30pm.
- After next meeting the meetings will begin moving around the communities again.

Meeting adjourned.