



Monthly Meeting #2

Coordinated Water System Plan Eastern Region

5 Connecticut Avenue; Norwich, Connecticut | July 13, 2016

Agenda



1. Welcome & Roll Call (5 minutes)
2. Approval of June Meeting Minutes (5 minutes)
3. Formal Correspondence (5 minutes)
4. Public Comment Period (10 minutes)
5. Discussion and Approval of Work Plan (30 minutes)
6. Water Supply Assessment Overview / Feedback (30 minutes)
7. Discussion of Current Issues, Needs, and Deficiencies (20 minutes)
8. Introduction to ESAs & Discussion (15 minutes)
9. Other Business (15 minutes)

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Discussion & Approval of Work Plan



Draft Work Plan



- Statute requires adoption of a work plan and schedule including rules for publication of meeting times and agendas, public comment, notice of comment period and documentation of responses to comment
- Regulation requires adoption of work plan, meeting schedule, and committee rules and procedures
- Draft Work Plan includes adopted Bylaws, Procedures, Meeting Schedule, Process Timeline, and Communications Plan
- Communications Plan references CWWA guidelines for protecting information deemed secure

Bylaws



- Adopted at June Meeting
- Amendable in accordance with the provision of the Bylaws – notice period extends through two meetings
- Includes rules for publication of meeting times, public comment, and sub-committees

Draft Procedures



- Includes procedures for meeting times, typical agenda, conduct, voting procedures, sustainability, public participation, and correspondence
- Could be amended to specifically require agenda be posted 14 days prior to meeting as implied by Bylaws but not specifically identified
- Amendable by majority vote per Draft Work Plan

Draft Schedule



Western	Central	Eastern
Convening: June 14, 2016	Convening: June 15, 2016	Convening: June 17, 2016
Typical date: Second Tuesday	Typical date: Third Wednesday	Typical date: Second Wednesday
July 12, 2016	July 20, 2016	July 13, 2016
August 9, 2016	August 17, 2016	August 10, 2016
September 13, 2016	September 21, 2016	September 14, 2016
October 11, 2016	October 19, 2016	October 12, 2016
November 8, 2016	November 16, 2016	November 9, 2016
December 13, 2016	December 21, 2016*	December 14, 2016
January 10, 2017	January 18, 2017	January 11, 2017
February 14, 2017	February 15, 2017	February 8, 2017
March 14, 2017	March 15, 2017	March 8, 2017
April 11, 2017	April 19, 2017	April 12, 2017
May 9, 2017	May 17, 2017	May 10, 2017
June 13, 2017	June 21, 2017*	June 14, 2017
July 11, 2017	July 19, 2017	July 12, 2017
August 8, 2017	August 16, 2017	August 9, 2017
September 12, 2017	September 20, 2017	September 13, 2017
October 10, 2017	October 18, 2017	October 11, 2017
November 14, 2017	November 15, 2017	November 8, 2017
December 12, 2017	December 20, 2017	December 13, 2017
January 9, 2018	January 17, 2018	January 10, 2018
February 13, 2018	February 21, 2018	February 14, 2018
March 13, 2018	March 21, 2018	March 14, 2018
April 10, 2018	April 18, 2018	April 11, 2018
May 8, 2018	May 16, 2018	May 9, 2018

Draft Process Timeline - WSA



Schedule for filing Final Water Supply Assessments:

Western Region: Due December 14, 2016 (Wednesday)

Central Region: Due December 15, 2016 (Thursday)

Eastern Region: Due December 17, 2016 (Saturday)

Action	Timeline
Discussion of Water Supply Issues, Needs, & Deficiencies	July 2016 Meeting
Draft Preliminary WSA to Members for Review & Comment	August 1, 2016
Member Comments/Discussion	August 2016 Meeting
Final Draft Preliminary WSA to WUCC Members	September 1, 2016
Preliminary WSA Adoption	September 2016 Meeting
30-Day Public Comment Period on Preliminary WSA	Mid-September to Mid October 2016
WUCC Review & Action on Public Comment	October 2016 Meeting
Draft Final WSA to WUCC Members	November 1, 2016
Member Comments/Discussion on Draft Final WSA	November 2016 Meeting
Final Draft of Final WSA to WUCC Members	December 1, 2016
Adoption of Final WSA	December 2016 Meeting
Submission of Final WSA	Mid-December 2016 (14, 15, 17)

Draft Process Timeline - ESAs



Schedule for filing Final Exclusive Service Areas:

- Western Region: Preliminary ESA due March 14, 2017 (Tuesday)
Final ESA due June 14, 2017 (Wednesday)
- Central Region: Preliminary ESA due March 15, 2017 (Wednesday)
Final ESA due June 15, 2017 (Thursday)
- Eastern Region: Preliminary due March 17, 2017 (Friday)
Final ESA due June 17, 2017 (Saturday)

Action	Timeline
Existing Service Areas/Charter Areas & ESA Process	September 2016 Meeting
Development Distribution of Claim Forms	October 2016 Meeting
Submission of Initial Claims/ Identification of Conflicts	November 2016 Meeting
Attempted Resolution of Conflicts	November 2016 – March 2017
Consultation with Agencies (if unresolved conflicts)	As Needed
Preliminary ESA Boundaries	Mid-March (14, 15, 17)
30-Day Public Comment Period on ESA Boundaries	Mid-March 2017 –Mid-April 2017
WUCC Review & Action on Public Comment	April Meeting
Adopt Final ESA Boundaries	Mid-June (14, 15, 17)

Process Timeline - CWSP



Schedule for filing Coordinated Water System Plan:

Western Region: Due June 14, 2018 (Thursday)

Central Region: Due June 15, 2018 (Friday)

Eastern Region: Due June 17, 2018 (Sunday)

Action	Timeline
Discussion of Integrated Report Topics	June 2017 to October 2017
Draft Integrated Report & Executive Summary	November 1, 2017
Member Comments/Discussion	November 2017 Meeting
Final Draft Coordinated Water System Plan to Members	December 1, 2017
Preliminary CWSP Adoption	December 2017 Meeting
60-Day Public Comment Period on CWSP	Mid-December to Mid-February 2018
WUCC Review & Action on Public Comment	February 2018 Meeting
Draft Final CWSP to WUCC Members	March 1, 2018
Member Comments/Discussion on Draft Final WSA	March 2018 Meeting
Final Draft of Final CWSP to WUCC Members	April 1, 2018
Adoption of Final CWSP	April 2018 Meeting
Submission of Final CWSP	Late April 2018

Schedule for filing Statewide Coordinated Water System Plan: by Mid-June, 2018

Draft Communications Plan



- Includes procedures for routine communications, database of interested parties, formal communications, and web page hosting
- Identifies November 2015 CWWA recommendations to Water Planning Council as the benchmark for information sharing

CWWA Recommendations



Plan Element	Recommendation
Individual Source and System Safe Yield	Only acceptable to release total, DPH verified safe yield for entire system. Individual source information should be withheld.
Individual Source and System Available Supply	Only acceptable to release entire system total available supply. Individual source information should be withheld.
Individual Source and System Production or Water Withdrawals	Only acceptable to release entire system production. Individual source production should be withheld, unless aggregated with other data (e.g., total basin withdrawals) that does not reveal source location.
Entire System Demand Current and Projections 5, 20, 50 years	Acceptable to release current and projected demands.
Entire System MOS Current and Projections 5, 20, 50 years	Acceptable to release current and projected Margin of Safety (MOS) without attributing specific location of wells, interconnections, and gallonage from each source of supply.
Area Served	Acceptable to release mapping showing area(s) served without showing distribution system infrastructure.
Area Projected to be Served 5, 20, 50 years	Acceptable to release mapping showing area(s) projected to be served.
Interconnection Information	Acceptable to release contractual amounts, if applicable, and actual transfers between systems. Actual locational information and data related to emergency interconnections should be withheld.

Source: November 3, 2015 letter from CWWA to WPC

CWWA Recommendations



Registered and/or Permitted Quantities	Recognized as already publically available via DEEP website.
System Water Loss	Acceptable to release system water loss data.
Map Depicting Source Locations	Acceptable to release locational information generically by basin. Site specific information should be withheld.
Water System Components	The location of pump stations, storage facilities, intakes, treatment facilities and other critical infrastructure should be withheld.
Emergency Contingency Plans	Information outlined in the emergency contingency plan, including critical system components, and emergency sources should be withheld.
Vulnerability Assessments	Information regarding system vulnerabilities should be withheld.
Emergency Supplies	The location of emergency supplies should be withheld.
Watershed Protection Plans	Information regarding source protection standard operating procedures, such as spill response, patrols, should be withheld.
Water Quality Data	Information may be disclosed.
Location of Chemicals	The location of chemicals stored in the facility should be withheld
Conservation Plan	Information may be disclosed.
Information Already Publicly Available	Information that is already widely available or easily accessible to the public, such as reservoir locations identified on USGS maps, road signs, etc. may not be redacted in accordance with FOIA.

Source: November 3, 2015 letter from CWWA to WPC

Adopt Work Plan

- Discussion
- Adoption by consensus is preferred; otherwise, a formal motion will be needed by any member



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Water Supply Assessment Overview & Data Collection Feedback



WSA Elements



- High level assessment – not location specific
- Existing public water systems assessment
 - Water quality
 - System reliability, service, and supply adequacy
 - Fire Fighting Capabilities
 - Major Facilities
- Future supply source assessment
- Existing service area assessment
- Population, land use, and projected growth
- Status of water system planning
- Issues, needs, and deficiencies in the region

Sample WSA Information



- How many systems in each community?
- Do systems have multiple sources of supply / backup power?
- What are current system demands, projections, and margins of safety?
- Which systems provide fire protection in each community?
- What types of facilities do large systems have (checklist)?
- Which systems are currently interconnected? Which are planned to be?
- Which systems are planning future source development? In what timeframes?

WSA Schedule



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- COG representatives should reach out to constituents during August & September meetings; comments can be provided through member or via Public Comment period
- Multiple opportunities for member comment

Data Collection



- Sent WSP utilities database of information for review/update in late June
- Data is for use in CWSP but also to ensure DPH database is up to date
- Many utilities have not responded, will reissue request
- Critical information needed includes 2015 production and demands

Capacity Assessment Tool (Draft)



- Draft internal tool implemented by DPH to assess capacity of small Community Public Water Systems
- Considers Technical, Financial, and Managerial capacity
- Preliminary (Draft) Capacity Assessments sent to systems in June

Preliminary Capacity	Western	Central	Eastern	Total
Low	8	10	4	22
Moderate	42	65	62	169
High	53	54	41	148
Total	103	129	107	339

Capacity Assessment Tool (Draft)



- DPH completion of the Capacity Assessment Tools (CATs) should help small systems understand their responsibilities and the need to move forward with necessary planning and financial commitments as a public water system
- The CAT will help small CWSs understand the need to conduct an asset management plan and review full cost pricing

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Discussion of Current Issues, Needs, & Deficiencies



Key Issues from Previous WUCC WSAs



- Planning
 - Inconsistent data in the utility database
 - Data methodologies (e.g. population projections)
 - Competing uses of sources (e.g. public water supply vs. recreation)
 - System and source adequacy / reliability / availability
 - Role of regional planning / growth trends / land use changes
 - Future supply sources
 - Utilization of future water sources on public lands

- Regulatory
 - Regulatory burden (present & future)
 - Barriers to the use of existing / future supplies

Key Issues from Previous WUCC WSAs



- Communication
 - Lack of local ordinances for water supply protection
 - Lack of coordination between utilities and communities
 - Local perception of utility-owned lands
 - Lack of coordination between utilities
 - Conflict of service and franchise areas / competition

- Infrastructure Issues
 - Groundwater issues (contamination, water quality)
 - Aging and/or substandard infrastructure
 - Financing
 - System efficiency (storage, unaccounted for water)
 - High number of single source supplies
 - Discontinuity of service

Key Issues from Previous WUCC WSAs



- Small System Management
 - Need for technical and/or managerial support/information for small systems
 - Viability of small systems
 - Irresponsible management
 - Lack of adequate incentive to be a satellite system manager

Potential Regional Goals & Challenges



- Increasing supply where needed or in response to Streamflow Regulations
- Movement of water from areas of surplus to areas of need where interconnections are already present
- Creation of new interconnections
- Creating public water systems where desired in village centers due to high densities and challenging lots sizes coupled with a desire for nominal growth, or due to water quality concerns
- Potential acquisitions of viable water systems whose owners do not provide water as their principal business

Potential Regional Goals & Challenges



- Potential acquisitions of troubled water systems
- Consolidating small systems adjacent to larger utilities
- Reducing the number of small systems where options are limited
- Education and training for small systems
- Funding for water system expansions/redundancy where there is a clear plan or need for infrastructure but limited financial resources

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Introduction to ESAs & Discussion



Introduction to ESAs



- “Exclusive Service Area” is defined as “an area where public water is supplied by one system.”
- Must be defined based on the Final Water Supply Assessment
- Must be consensus by the WUCC on such boundaries, or a change to such boundaries, except:
 - Modification of existing ESA boundaries between two members can be made without a vote of the WUCC
- If no agreement, PURA makes a recommendation; if still no agreement, DPH makes final determination
- Per statute, existing service areas must be maintained, and existing ESAs must be considered

Introduction to ESAs



- Must not allow new service areas or main extensions which create duplication of services
- Any meeting where an ESA assignment is considered must be noticed with a map of the proposed boundary
- Determination of ESA Boundaries must consider the following:
 - Existing water service areas
 - Land use plans, zoning regulations, and growth trends
 - Physical limitations to water service
 - Political boundaries
 - Water company rights as established by statute, special act, or administrative decisions
 - System hydraulics
 - Ability of a water system to provide water into the future

ESA Process



- Existing ESAs for the most part should remain unchanged
- This committee or a subcommittee should prepare Preliminary Exclusive Service Area Declaration forms to claim a new ESA
- Worksheets will be prepared to help WUCC members evaluate ESA claims
- If consensus is not reached, PURA and/or DPH will be consulted to assist with determination
- ESA holders will sign Statements of Confirmation acknowledging the ESA boundary and responsibilities

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