

Water and Sewer Authority
Watertown, CT
Regular Meeting Agenda

Date: Wednesday, September 16, 2026

Time: 7:00 PM

Place: Watertown Town Hall

61 Echo Lake Rd.

Watertown, CT 06795

Planning and Zoning Conference Room

- 1. Call Meeting to Order**
- 2. Roll Call**
- 3. Public Participation**
- 4. Executive Session – Pending Claim / Demand Letters**
 - a. Discussion in executive session concerning strategy and negotiations with respect to pending claims, including proposed demand letters and potential claims involving the City of Waterbury and the Watertown Fire District.
- 5. Minutes**
 - a. Approval of Regular Meeting Minutes May 20, 2026
 - b. Approval of Regular Meeting Minutes June 17, 2026
 - c. Approval of Special Meeting Minutes July 15, 2026
 - d. Approval of Special Meeting Minutes July 29, 2026
 - e. Approval of Special Meeting Minutes August 19, 2026
 - f. Approval of Special Meeting Minutes August 26, 2026
 - g. Approval of Public Hearing Minutes August 26, 2026
- 6. Superintendents Report**
- 7. Correspondence/Information**
- 8. Old Business**
 - a. BAN/Bond Conversion 2026 – Risk Register (Standing Item)
Discussion and possible action regarding the 2026 BAN-to-bond conversion, including review and maintenance of the associated risk register as a standing agenda item to support ongoing monitoring, mitigation, and decision-making.
 - b. Monthly Review of Operational Budgets (Standing Item) – Fund 015 (Sewer) and Fund 017 (Water)
Review of monthly operating budget performance for the Sewer (Fund 015) and Water (Fund 017) enterprise funds.
- 9. New Business**
 - a. Discussion and possible action to authorize the Water & Sewer Authority to proceed with the proposed demand letters to the City of Waterbury and the Watertown Fire District, subject to final review by legal counsel, and to forward the matter to the Town Council for consideration and endorsement prior to transmission of the letters.
 - b. Election of Vice Chairman
- 10. Adjournment**



TOWN OF WATERTOWN

WATER AND SEWER AUTHORITY

747 French Street
Oakville, Connecticut 06779-1099
(860) 945-5299 Fax (860) 945-5298

TO: Water and Sewer Authority Members

FROM: WSA Staff

DATE: September 14, 2026

RE: Minutes

Attached is a copy of the Minutes Status sheet. This list shows the status of the minutes of each Water and Sewer Authority meeting. Reading from the left as follows:

1. First column is the date of the meeting.
2. Second column is the type of meeting.
 - R = Regular
 - RESCH = Rescheduled
 - S = Special
 - PH = Public Hearing
 - PIM = Public Informational
3. Third column is the date the minutes went to the Authority for review and approval or, in some cases, that the meeting was cancelled.
4. Fourth column indicates whether the minutes have been filed with the Town Clerk. An "X" in this column indicates they have been filed. A blank space indicates they have not been filed because they have not been approved by the Authority.

JM
Attachment

<u>Meeting Date</u>	<u>Type</u>		<u>Minutes to WSA</u>	<u>Minutes to Town Clerk</u>
			<u>2026</u>	
1/21/2026	R		2/18/2026	X
2/18/2026	R		3/18/2026	X
3/18/2026	R		5/20/2026	
5/20/2026	R		9/16/2026	
6/17/2026	R		9/16/2026	
7/15/2026	S		9/17/2026	
7/29/2026	S		9/18/2026	
8/19/2026	S		9/19/2026	
8/26/2026	S		9/20/2026	
8/26/2026	PH		9/21/2026	

WATERTOWN, CONNECTICUT
AND SEWER AUTHORITY
REGULAR MEETING
WEDNESDAY, MAY 20, 2026

1. Call Meeting to Order

Chairman James Sugden called the Regular Meeting to order at 7:00 PM.

2. Roll Call

Members present: Keith Franson, Joseph Masi, Thomas Claire, Raymond Primini, Adam Simonsen, James Sugden

Members excused: Marisa Mancini-Cavallo

Others present: Mark A. Raimo

3. Minutes – March 18, 2026

A motion was made by Joseph Masi to approve the minutes from the Regular Meeting March 18, 2026 as written. The motion was seconded by Keith Franson. Those in favor include James Sugden, Keith Franson, Joseph Masi, Raymond Primini. Those who abstain include Thomas Claire and Adam Simonsen. Motion passes.

Mr. Masi addresses the Chairman and requests to make a corrections and additions to the Agenda.

A motion was made by Joseph Masi to add to the Agenda under New Business, discussion and possible action regarding the emergency replacement of the Bunker Hill pump station secondary pump. The motion was seconded by Thomas Claire. All in favor. Motion passes.

A motion was made by Joseph Masi to move Item E under New Business to a position before Public Participation on the Agenda. The motion was seconded by Keith Franson. All in favor. Motion passes.

A motion was made by Joseph Masi to move Item A under New Business to immediately follow Item E and prior to Public Participation. The motion was seconded by Keith Franson. All in favor. Motion passes.

Chairman Sugden states that the Agenda has been reorganized and the next item will be the discussion and possible action regarding the emergency replacement of the Bunker Hill pump station secondary pump.

Mr. Raimo states that the secondary pump at the Bunker Hill pump station sprung a leak and needs to be fixed. The repair will only last 1-5 years, as the current pump was installed in 1954. The recommendation by WSA staff is to replace the pump

completely with a new vertical pump. The installation of this new pump would also allow a large reduction in electricity consumption.

A motion was made by Joseph Masi to approve the purchase of the new secondary pump at the Bunker Hill pump station. The motion was seconded by Keith Franson. All in favor. Motion passes.

Under the revised Agenda, New Business Agenda Item E has been moved to a position before Public Participation, followed by New Business Agenda Item A.

New Business

E. Discussion and Possible Action regarding Berkshire Drive Water and Sewer Service Billing Structure, Including Waterbury Bulk Meter Billing to the Watertown Water & Sewer Authority and Subsequent Billing Arrangement Between the Authority and Lovley Development.

Town Attorney Paul Jessell explained that Mr. Lovley, the developer of the Berkshire Drive 55+ community, is proposing a project that the Town of Watertown cannot directly serve with water and sewer infrastructure. To address this, the agreed solution is for the City of Waterbury to install and operate a bulk water meter and then bill Watertown based on the development's actual water usage. Watertown will then bill the condominium association based on the same usage.

A motion was made by Joseph Masi to accept the proposed metering arrangement. The motion was seconded by Keith Franson. All in favor. Motion passes.

A. Discussion and Possible Action regarding an Updated Town of Watertown Water and Sewer Rate Study Draft Report, prepared by NewGen Strategies & Solutions, including review of proposed water and sewer rate structures, financial projections, operational impacts, debt service considerations, and related recommendations for the Watertown Water & Sewer Authority.

Members of NewGen Strategies & Solutions presented their Water and Sewer Rate Study Draft report. The presentation was informational only.

4. Superintendent's Report – February 2026

- a. Software Update
- b. Additional Updates

Mr. Raimo presented there is no significant operational issues reported during the month of February. The only notable event was an emergency pump repair

that required attention. Staff is still working on installing Edmunds Software for billing.

5. Public Participation (Read Statement)

Chairman Sugden reads the Public Participation Statement.

Richard Rozanski, 33 Reynolds St., questioned whether the rate study considered the approximately \$3.1 million in bond proceeds that exceeded the amount needed to satisfy the Waterbury judgement. He also asked whether the WSA would maintain adequate reserves after making an anticipated BAN payment in October. He commented on the proposed rate increase.

Katherine Camara, 31 Cottage Pl., expressed concerns about audio quality and proper microphone usage for residents watching remotely. She voiced frustration that the town did not raise sewer I&I concerns during the Waterbury litigation. She questioned ongoing expenditures related to legal services and studies.

Amy Quinnan, 159 Fern Hill Rd., questioned whether Watertown's current water and sewer rate structure is comparable to those of other municipalities in the NextGen study's analysis. She suggested the WSA explore whether alternative rate structures could distribute costs differently amongst customer classes. She also stated that she would like to see additional analysis in the rate study regarding alternative billing structures and how Watertown compares to other municipalities.

Members of NewGen Strategies responded to Ms. Quinnan and answered her questions.

Mr. Raimo and members of the Authority discuss the BAN/BOND. He states that unused bond proceeds and accrued interest will be used to reduce the bond amount. He noted potential funding from the Watertown Fire District remains uncertain, so they are planning based on worst case scenario pending further review and discussion by the WSA and Town Council in a joint meeting.

6. Correspondence/ Information

- a. Memo dated April 8, 2026, from Town Manager Re: Project Prioritization

Mr. Raimo reviewed the project prioritization document developed from prior WSA feedback and reported that a \$750,000 state grant application had been submitted to help fund infrastructure improvements, including lead service line replacement. Additional infrastructure needs related to the booster station were identified for inclusion in the project list.

b. Memo dated April 8, 2026, from Town Manager Re: Budget Adjustments

Mr. Raimo reviewed budget adjustments made due to scheduling and quorum issues, including a temporary stipend for administrative duties, increased audit costs, and revised water rent revenue projections to reflect anticipated rate adjustments. He noted that budget revenues remain dependent on future rate increases.

c. Memo dated May 1, 2026, from Town Manager Re: Transfer of Funds

Mr. Raimo reported that \$30,000 was transferred from a special fund to sewer operations to address operational cash flow needs and noted a request for an additional \$970,000 to support operations. The transfer was described as consistent with financial planning previously discussed by the WSA.

d. Memo dated May 9, 2026, from the Town Manager Re: Overview and Explanation of Municipal Enterprise Funds and Pooled Cash Management

The Town Manager presented an overview of enterprise fund accounting and pooled cash management practices to clarify the handling of WSA funds and address misconceptions regarding fund balances. He emphasized that all funds are accounted for through the Town's audited financial records and that the memo was intended to provide a common understanding of the financial structure.

A motion was made by Joseph Masi to approve the action taken by the Town Manager for the \$30, 000 as mentioned in the enclosed memorandum. The motion was seconded by Keith Franson. All in favor. Motion passes.

7. Old Business

a. **BAN/Bond Conversion 2026 – Risk Register (Standing Item)**

Discussion and possible action regarding the 2026 BAN-to-bond conversion, including review and maintenance of the associated risk register as a standing agenda item to support ongoing monitoring, mitigation, and decision-making.

Mr. Raimo states that they have covered the Risk Register effectively through other Agenda items.

b. **Monthly Review of Operational Budgets (Standing Item) – Fund 015 (Sewer) and Fund 017 (Water)**

Review of monthly operating budget performance for the Sewer (Fund 015)

and Water (Fund 017) enterprise funds to monitor compliance with the operational budget freeze implemented in January 2026, identify variances, and confirm adherence to spending controls.

Mr. Raimo reviewed the monthly water and sewer financial report and noted that staff developed additional cash tracking tools to provide a clearer picture of enterprise fund cash balances and reserves. An updated report is expected to be presented at a future meeting.

c. **Update on Ratepayer Communication and Messaging**

Discussion and update on messaging strategies to keep ratepayers informed regarding potential future rate adjustments, including timing, scope, and coordination of internal and external communications.

The Town Manager reported that a letter to ratepayers is being distributed and that the WSA website has been updated with technical information, FAQs, and plain-language materials. He also noted that future newsletters will be issued as significant new information becomes available.

d. **Rate-Setting Discussion for 2026 (Standing Item)**

Ongoing discussion regarding the establishment of 2026 rates. This item will remain on the agenda as standing old business while the Authority continues to develop, review, and refine the information necessary to evaluate and, if appropriate, implement a rate increase.

Mr. Raimo reported that the rate-setting process remains under review and will continue as a standing agenda item. Upcoming steps include receiving recommendations from the bond advisor, obtaining Town Council feedback, conducting additional public outreach, and scheduling public hearings and special meetings, with a target timeframe of July–August for advancing the rate proposal.

e. **Discussion on possible action for** ranking Connecticut Department of Public Health Drinking Water State Revolving Fund (CT DPH DWSRF) Projects and their eligibility ranking.

Mr. Raimo advised that the project prioritization document had previously been approved and stated that requested revisions would be incorporated without further action by the Authority.

f. **Discussion and possible action on** the review of the Water & Sewer Authority Policy Manual and the establishment of a process for its periodic review and update. **(Standing Item)**

Mr. Raimo suggested developing a formal reserve policy to establish target reserve levels and provide guidance for future financial planning. He noted that reserve requirements would have a direct impact on future rate-setting decisions.

8. New Business

- a. **Discussion and Possible Action** regarding an Updated Town of Watertown Water and Sewer Rate Study Draft Report, prepared by NewGen Strategies & Solutions, including review of proposed water and sewer rate structures, financial projections, operational impacts, debt service considerations, and related recommendations for the Watertown Water & Sewer Authority.
- b. **Discussion and possible action on FY 2026/2027 Budget Adjustments – Administrative Reimbursement, Audit Services, and Water Costs**

A motion was made by Adam Simonsen to approve the FY2026/2027 Budget Adjustments. The motion was seconded by Keith Franson. All in favor. Motion passes.

- c. **Discussion and possible action** consider appropriating up to \$970,000 from the Special Fund to cover Water & Sewer costs exceeding the originally budgeted amount to ensure all obligations can be paid. The appropriation will be split as needed to support operational line items for Sewage Disposal - 015.50344.074.0000.9015 and Utilities Water - 017.50324.075.0000.9017.

A motion was made by Joseph Masi to approve appropriating up to \$970,000 from the Special Fund to cover Water & Sewer costs exceeding the originally budgeted amount to ensure all obligations can be paid. The motion was seconded by Raymond Primini. All in favor. Motion passes.

- d. **Discussion and Possible Action** regarding the results of Assistant Superintendent candidate interviews and consideration of the organizational and operational model for the Superintendent position within the Watertown Water & Sewer Authority, including review of leadership structure, operational oversight responsibilities, administrative functions, and potential organizational adjustments.

Mr. Raimo reported that none of the applicants interviewed for the Superintendent position were recommended for selection. Discussion included continuing the recruitment process and considering whether modifications to the position structure, including a potential business manager model, could help attract a broader pool of qualified candidates.

The Authority discusses amongst each other the different options for the Assistant Superintendent position.

- e. **Discussion and Possible Action** regarding Berkshire Drive Water and Sewer Service Billing Structure, Including Waterbury Bulk Meter Billing to the Watertown Water & Sewer Authority and Subsequent Billing Arrangement Between the Authority and Lovley Development.

9. Adjournment

A motion was made by Joseph Masi to adjourn the meeting at 8:37 PM. The motion was seconded by Keith Franson. All in favor. Motion passes.

Respectfully Submitted,
Keith Franson, Secretary
Water and Sewer Authority

Approve by: _____

WATERTOWN, CONNECTICUT
WATER AND SEWER AUTHORITY
REGULAR MEETING
WEDNESDAY, JUNE 17, 2026

1. Call Meeting to Order

Chairman James Sugden called the Regular Meeting to order at 7:00PM.

2. Roll Call

Members present: James Sugden, Keith Franson, Marisa Mancini-Cavallo, Thomas Claire, Joseph Masi, Raymond Primini

Members excused: Adam Simonsen

Others present: Jerry Lukowski, Paul Jessell, Town Attorney

3. Minutes - None

4. Superintendent's Report – May 2026

- a. The Town of Watertown has been awarded a State Grant-in-Aid in the amount of **\$750,000** to support Lead Service Line Compliance efforts. This funding will assist the Town in meeting state and federal requirements while continuing to protect public health and improve water infrastructure. Thank you to Town staff for their hard work in preparing and supporting this grant application, and a special thank you to Representative Joe Polletta for his advocacy and assistance in securing this important funding for our community.
- b. Additional Updates

Mr. Lukowski reported the following:

- Reported that the Town was awarded a **\$750,000 State Grant-in-Aid** to support the Lead Service Line Compliance Program and thanked Town staff and Representative Joe Polletta for their assistance in securing the funding.
- Provided an update on improvements at the Bunker Hill Pump Station, including installation of a new pump, electrical upgrades, and SCADA improvements.
- Reported that the annual water system flushing program is substantially complete.
- Updated the Authority on recent maintenance activities at the Straits Turnpike and Fern Hill sewer pump stations.
- Reported that quarterly water quality sampling has been completed and that work is underway on the annual Consumer Confidence Report, Risk and Resilience Assessment, and Emergency Response Plan update.

- Provided a staffing update, noting that the Assistant Water Superintendent position has been reposted and an administrative staff member has returned from medical leave.
- Reported that the utility payment mailbox will be relocated inside the building to improve security and protect customer payments.

5. Public Participation – (Read Statement)

Chairman Sugden reads the Public Participation Statement.

Katherine Camara, 31 Cottage Pl, commented on the Assistant Water Superintendent position and suggested consideration be given to separating the Superintendent of Public Works and Water Superintendent roles. Additional comments were made regarding the pending litigation with the City of Waterbury/Watertown Fire District, the Town Attorney RFP process, transparency related to utility finances and bond proceeds, and the importance of providing additional information to ratepayers.

6. Correspondence/ Information

- a. Letter from the Town Manager: Town Council Action on BAN/Bond Conversion and Updated Rate Study Request, Old Business Item a. Dated June 10, 2026
- b. Letter from the Town Manager: FY 2025-2026 Financial Projection Summary, Old Business Item c. Dated June 10, 2026
- c. Follow Us Scan The QR Code: Old Business Item d.
- d. Letter from Lauren Dayton, Administrative Assistant, Town Manager’s Office: New Town of Watertown Website Now Live

The Authority received the correspondence and informational items included in the meeting packet. The Superintendent noted that the Town Council approved proceeding with Option 1 for the 2026 BAN-to-bond conversion using a level principal repayment structure. The financial projection summary was acknowledged, and members were informed of the Town's updated website and expanded communication platforms, including the use of a QR code linking to Water and Sewer information on the Town's website and social media.

7. Old Business

- a. **Discussion and Possible Action** regarding an Updated Town of Watertown Water and Sewer Rate Study Draft Report, prepared by NewGen Strategies & Solutions, including review of proposed water and sewer rate structures, financial projections, operational impacts, debt service considerations, and related recommendations for the Watertown Water & Sewer Authority. The Authority discussed the updated Water and Sewer rate study draft prepared by NewGen Strategies & Solutions. The review included proposed rate structures, financial projections, and operational and service-related impacts. NewGen participated in the discussion to review the report and respond to questions from the Authority.

- b. **BAN/Bond Conversion 2026 – Risk Register (Standing Item)**
Discussion and possible action regarding the 2026 BAN-to-bond conversion, including review and maintenance of the associated risk register as a standing agenda item to support ongoing monitoring, mitigation, and decision-making.

The Authority reviewed the 2026 BAN-to-bond conversion risk register as a standing item. The discussion focused on ongoing monitoring and maintenance of identified risks to support mitigation efforts and informed decision-making related to the conversion process.

- c. **Monthly Review of Operational Budgets (Standing Item) – Fund 015 (Sewer) and Fund 017 (Water)**
Review of monthly operating budget performance for the Sewer (Fund 015) and Water (Fund 017) enterprise funds to monitor compliance with the operational budget freeze implemented in January 2026, identify variances, and confirm adherence to spending controls.

The Authority reviewed the monthly operational budget reports for the Sewer (Fund 015) and Water (Fund 017) enterprise funds as a standing agenda item. The reports included updated financial information as of June 11, covering a 12-month period, and were presented for ongoing monitoring of budget performance.

- d. **Update on Ratepayer Communication and Messaging**
Discussion and update on messaging strategies to keep ratepayers informed regarding potential future rate adjustments, including timing, scope, and coordination of internal and external communications.

The Authority discussed ongoing ratepayer communication efforts, including the use of QR codes to direct users to the Town’s website and social media platforms for Water and Sewer information. The item was noted as part of continuing standing agenda topics.

e. **Rate-Setting Discussion for 2026 (Standing Item)**

Ongoing discussion regarding the establishment of 2026 rates. This item will remain on the agenda as standing old business while the Authority continues to develop, review, and refine the information necessary to evaluate and, if appropriate, implement a rate increase.

The Authority received an update on the 2026 rate-setting discussion following input from the consultant. It was noted that additional information is needed, and a special meeting will be scheduled to continue the review and consider next steps.

f. **Discussion and possible action on the review of the Water & Sewer Authority Policy Manual and the establishment of a process for its periodic review and update. (Standing Item)**

The Authority discussed the Water and Sewer Policy Manual and the establishment of a process for periodic review and updates. The Superintendent noted that related items are being addressed through ongoing priorities, including risk resilience and emergency action planning. The item remains under review as a standing agenda topic.

8. New Business

a. **Executive Session** – Discussion of strategy regarding pending claims in the dispute involving the City of Waterbury/Watertown Fire District. Members of the Water and Sewer Authority, the Superintendent of Public Works and the Town Attorney will be invited to participate in the discussion.

A motion was made by Joseph Masi to enter into Executive Session. Those entering into Executive Session include the WSA Board Members, Jerry Lukowski, and Paul Jessell, Town Attorney. The motion was seconded by Keith Franson. All in favor. Motion passes.

b. **Discussion and possible action** regarding funding strategies related to potential litigation involving the City of Waterbury/Watertown Fire District.

The Authority noted discussion regarding funding strategies related to potential litigation involving the City of Waterbury and the Watertown Fire District. No additional discussion or action was taken.

9. Adjournment

A motion was made by Joseph Masi to adjourn the meeting at 8:30 PM. The motion was seconded by Keith Franson. All in favor. Motion passes.

Respectfully Submitted,
Keith Franson, Secretary
Water and Sewer Authority

Approved by: _____

WATERTOWN, CONNECTICUT
WATER AND SEWER AUTHORITY
SPECIAL MEETING
WEDNESDAY, JULY 15, 2026

1. Call Meeting to Order

Chairman James Sugden called the Special Meeting to Order at 7:00 PM.

2. Roll Call

Members present: James Sugden, Keith Franson, Joseph Masi, Marisa Mancini-Cavallo, Raymond Primini, Adam Simonsen

Members excused: Thomas Claire

Others present: Jerry Lukowski

3. New Business

- a. Discussion and Possible Action Regarding Proposed Amendments to the Water and Sewer Quarterly Quantity Rates for Customers of the Connecticut Public Water System (CT1530021) Including the Proposed Fiscal Year 2027 Water and Sewer Rates, the Proposed Fiscal Year 2028-2031 Long-Range Financial Plan, the Annual Review Process, Adjustments to Applicable Special Customer Rate Classifications, and the Scheduling of a Public Hearing Pursuant to Connecticut General Statutes 7-239 and 7-255.

Chairman James Sugden opened discussion regarding the proposed water and sewer rate amendments. Members reviewed the rate study prepared by NewGen and discussed the need for rate adjustments to address operating expenses, debt service obligations, system maintenance, capital improvements, and future financial needs. Discussion included the proposed five-year rate schedule, annual review process, reserve requirements, infrastructure projects, and applicable customer rate classifications.

A motion was made by Joseph Masi to schedule a Public Hearing for August 26, 2026 at 7:00PM, at a location to be determined, regarding the proposed amendments to the water and sewer quarterly quantity rates for customers of Connecticut Public Water System (CT1530021), and to direct Town staff to publish the required public hearing notice pursuant to Connecticut General Statutes Sections 7-239 and 7-255. The motion was seconded by Keith Franson. All in favor. Motion passes.

A motion was made by Joseph Masi to establish the scope of the Public Hearing to include consideration of the proposed Fiscal Years 2027-2031 water and sewer rate schedule, the annual financial review process, adjustments to applicable special customer rate classifications, and related amendments to

the water and sewer rate structure as presented in the rate study. The motion was seconded by Keith Franson. All in favor. Motion passes.

4. Adjournment

A motion was made by Joseph Masi to adjourn the Special Meeting at 7:28 PM. The motion was seconded by Keith Franson. All in favor. Motion passes.

Respectfully submitted,
Keith Franson, Secretary
Water and Sewer Authority

Approved by: _____

WATERTOWN, CONNECTICUT
WATER AND SEWER AUTHORITY
SPECIAL MEETING
WEDNESDAY, JULY 29, 2026

1. Call Meeting to Order

Chairman Sugden calls the Special Meeting to order at 7:00 PM.

2. Roll Call

Members present: Keith Franson, Marisa Mancini-Cavallo, Joseph Masi, Raymond Primini, James Sugden

Members excused: Adam Simonsen, Thomas Claire

Others present: Mark Raimo, Town Manager

3. New Business

- a. Discussion and Possible Action Regarding Proposed Amendments to the Quarterly Fixed Service Charges and Water and Sewer Quantity Rates for Customers Served Under Connecticut Public Water System No. CT1530021, and to the Quarterly Fixed Service Charges and Sewer Quantity Rates for Customers Served Under Connecticut Public Water System No. CT1539031, Including the Proposed Fiscal Year 2027 Rates, the Fiscal Year 2028–2031 Long-Range Financial Plan, the Annual Review Process, Adjustments to Applicable Special Customer Rate Classifications, the Scheduling of a Public Hearing, and Direction to Town Staff to Publish the Required Public Hearing Notice Pursuant to Connecticut General Statutes §§ 7-239 and 7-255.

Mr. Sugden explained that the purpose of the item was to amend and restate the motion that was adopted at the Special Meeting on July 15, 2026, to ensure all required provisions were included for proper documentation and public notice.

The Authority noted that they had previously received and reviewed the New Gen Strategies consultants rate study and that the proposed Public Hearing date of August 26, 2026 at 7:00PM would remain unchanged. The Authority confirmed the Public Hearing would be held at Watertown High School.

A motion was made by Joseph Masi to amend and restate in its entirety the Authority's motion adopted on July 15, 2026, regarding the August 26, 2026 public hearing. The motion authorized the Authority to hold the public hearing on August 26, 2026, at 7:00 p.m. at Watertown High School; directed Town staff to publish the required public hearing notice pursuant to Connecticut General Statutes §§ 7-239 and 7-255 and prepare the hearing materials; incorporated **Exhibit A** (proposed FY2027 rates and planned FY2028–FY2031 water and sewer

rate schedules) and **Exhibit B** (representative customer bill impacts); established the effective dates for the proposed rates; provided for annual review of future rates and charges; addressed adjustments to applicable special customer classifications; and superseded and replaced the motion adopted on July 15, 2026. The motion was seconded by Keith Franson. All in favor. Motion passes.

4. Adjournment

A motion was made by Keith Franson to adjourn the Special Meeting at 7:15 PM. The motion was seconded by Joseph Masi. All in favor. Motion passes.

Respectfully Submitted,
Keith Franson, Secretary
Water and Sewer Authority

Submitted by: _____

WATERTOWN, CONNECTICUT
WATER AND SEWER AUTHORITY
SPECIAL MEETING
WEDNESDAY, AUGUST 19, 2026

1. Call Meeting to Order

Chairman James Sugden called the Special Meeting to order at 7:00 PM.

2. Roll Call

Members present: Adam Simonsen, Keith Franson, Raymond Primini, Thomas Claire, Joseph Masi, Marisa Mancini-Cavallo, James Sugden

Others present: Mark Raimo, Town Manager

3. New Business

- a. Discussion and possible action regarding a recommendation to the Watertown Town Council to utilize a Level Principal Hybrid financing option for the issuance of bonds to permanently finance and pay the Bond Anticipation Notes (BANs) established in October 2025.

The Town Manager presented an overview of the Authority's current reserves, anticipated bond-related payments, and the proposed level principal hybrid financing structure for the permanent financing and retirement of the bond anticipation notes established in October 2025. Members discussed maintaining adequate reserves for operational needs, emergencies, infrastructure costs, and future financial obligations, as well as the anticipated bond premium and estimated additional financing cost.

A motion was made by Joseph Masi to recommend the Town Council to utilize a Level Principal Hybrid financing option for the issuance of bonds to permanently finance and pay the Bond Anticipation Notes (BANs) established in October 2025. The motion was seconded by Adam Simonsen. All favor. Motion passes.

4. Adjournment

A motion was made by Joseph Masi to adjourn the Special Meeting at 7:15 PM. The motion was seconded by Keith Franson. All in favor. Motion passes.

Respectfully Submitted,
Keith Franson, Secretary
Water and Sewer Authority

Submitted by: _____

WATERTOWN, CONNECTICUT
WATER AND SEWER AUTHORITY
SPECIAL MEETING
WEDNESDAY, AUGUST 26, 2026

1. Call Meeting to Order

Chairman James Sugden called the Special Meeting to order at 7:44 PM.

2. Roll Call

Members present: Joseph Masi, James Sugden, Adam Simonsen, Raymond Primini, Keith Franson, Thomas Claire, Marisa Mancini-Cavallo

Others present: Mark Raimo, Town Manager

3. New Business

- a. Discussion and Possible Action on Proposed 25.5% (\$1.17) Increase in Water User Rates for CT Public Water System – CT1530021 – WSA Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$4.59 to New Proposed Quantity Rate of \$5.76 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed 25.5% (\$1.17) Increase in Water User Rates for CT Public Water System – CT1530021 – WSA Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$4.59 to New Proposed Quantity Rate of \$5.76 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passed.

- b. Discussion and Possible Action on Proposed 25.5% Increase in Standard Water Quarterly Fixed Service Charges for CT Public Water System – CT1530021 – WSA Customers Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed 25.5% Increase in Standard Water Quarterly Fixed Service Charges for CT Public Water System – CT1530021 – WSA Customers Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

- c. Discussion and Possible Action on Proposed 31% (\$1.89) Increase in Sewer User Rates for WSA Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$6.09 to New Proposed Quantity Rate of \$7.98 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed 31% (\$1.89) Increase in Sewer User Rates for WSA Customers in Quantity Rate Per 1,000 Gallons from Current Quantity Rate of \$6.09 to New Proposed Quantity Rate of \$7.98 Per 1,000 Gallons Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

- d. Discussion and Possible Action on Proposed 31% Increase in Standard Sewer Quarterly Fixed Service Charges for WSA Customers Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed 31% Increase in Standard Sewer Quarterly Fixed Service Charges for WSA Customers Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Raymond Primini. All in favor. Motion passes.

- e. Discussion and Possible Action on Proposed Revisions to Applicable Quarterly Fixed Service Charges and Sewer Quantity Rates for Customers Served Under CT Public Water System – CT1539031 – Westgate, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed Revisions to Applicable Quarterly Fixed Service Charges and Sewer Quantity Rates for Customers Served Under CT Public Water System – CT1539031 – Westgate, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

- f. Discussion and Possible Action on Proposed Corresponding Adjustments to Special Customer Classifications, Unless Otherwise Required by an Applicable Agreement or Law, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed Corresponding Adjustments to Special Customer Classifications, Unless Otherwise Required by an Applicable Agreement or Law, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

- g. Discussion and Possible Action on Proposed Rate Schedule for Fiscal Years 2028 Through 2031, Including Planned Water Rate Adjustments of 25.5% in FY2028 and FY2029 and 3% in FY2030 and FY2031, and Planned Sewer Rate Adjustments of 31% in FY2028 and FY2029 and 3% in FY2030

and FY2031, Subject to Annual Review, Pursuant to Connecticut General Statutes §§7-239 and 7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed Rate Schedule for Fiscal Years 2028 Through 2031, Including Planned Water Rate Adjustments of 25.5% in FY2028 and FY2029 and 3% in FY2030 and FY2031, and Planned Sewer Rate Adjustments of 31% in FY2028 and FY2029 and 3% in FY2030 and FY2031, Subject to Annual Review, Pursuant to Connecticut General Statutes §§7-239 and 7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

- h.** Discussion and Possible Action on Proposed Annual Financial and Operation Review Process, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed Annual Financial and Operation Review Process, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

- i.** Discussion and Possible Action on Related Proposed Amendments to the Authority's Rate Structure as Presented in the Public Hearing Materials, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing.

A motion was made by Joseph Masi to approve the Proposed Amendments to the Authority's Rate Structure as Presented in the Public Hearing Materials, Pursuant to Connecticut General Statutes §§7-239 and §§7-255, and Public Hearing. The motion was seconded by Keith Franson. All in favor. Motion passes.

4. Adjournment

A motion was made by Joseph Masi to adjourn the Special Meeting at 7:52 PM. The motion was seconded by Keith Franson. All in favor. Motion passes.

Respectfully Submitted,
Keith Franson, Secretary
Water and Sewer Authority

Approved by:_____

**WATERTOWN, CONNECTICUT
WATER AND SEWER AUTHORITY
PUBLIC HEARING
WEDNESDAY, AUGUST 26, 2026**

A Public Hearing was held by the Watertown Water and Sewer Authority on Wednesday, August 26, 2026, at 7:00 PM.

Chairman James Sugden called the Public Hearing to order at 7:00 PM. He read the Notice of Public Hearing as written below.

**NOTICE OF PUBLIC HEARING
PROPOSED AMENDMENTS TO WATER AND SEWER RATES**

**Wednesday, August 26, 2026, at 7:00 p.m.
Watertown High School Auditorium
324 French Street, Watertown, Connecticut 06795**

Pursuant to Connecticut General Statutes §§ 7-239 and 7-255, the Watertown Water and Sewer Authority hereby gives notice of a Public Hearing to receive public comment concerning proposed amendments to water and sewer rates and charges.

Said Public Hearing will be held at 7:00PM on Wednesday, August 26, 2026, at Watertown High School Auditorium.

The proposed amendments include:

1. revisions to standard quarterly fixed service charges and water and sewer quantity rates for customers served under Connecticut Public Water System No. CT1530021;
2. revisions to applicable quarterly fixed service charges and sewer quantity rates for customers served under Connecticut Public Water System No. CT1539031;
3. corresponding adjustments to special customer classifications, unless otherwise required by an applicable agreement or law;
4. consideration of the planned rate schedule for Fiscal Years 2028 through 2031;
5. an annual financial and operational review process; and
6. related amendments to the Authority's rate structure presented in the hearing materials.

The proposed initial water adjustment would increase standard water quarterly fixed service charges and the water quantity rate by 25.5 percent. The proposed initial sewer adjustment would increase standard sewer quarterly fixed service charges and the sewer quantity rate by 31 percent. The resulting proposed charges, together with the planned rates for Fiscal Years 2028 through 2031, are set forth in the attached Proposed Rate Schedule.

If adopted following the public hearing, the initial rates would take effect upon adoption and would apply only to usage occurring after the effective date. Because customers are billed quarterly in arrears, usage periods occurring before the effective date would remain subject to the existing rates. If adopted at the end of August 2026, the earliest affected bills are anticipated to be the bills for September through November 2026 usage.

At the public hearing, users of the waterworks system, owners of property served or to be served, owners of property against which sewer charges would be levied, and other interested persons will have an opportunity to be heard concerning the proposed rates and charges.

Copies of this notice, the proposed rate schedule, and supporting hearing materials will be available for public inspection at least ten days before the hearing at the Watertown Town Clerk's Office, 61 Echo Lake Road, Watertown, Connecticut, and at the Water and Sewer Authority office, 747 French Street, Oakville,

Connecticut, during regular business hours. The materials will also be posted on the Town of Watertown website.

Written comments may be delivered or mailed before 2:00 p.m. on the date of the hearing to: Watertown Water and Sewer Authority, Attn: Chairman, 747 French Street, Oakville, Connecticut 06779, or submitted by email to wsa-info@watertownct.org. Written comments received before the hearing will be made part of the public hearing record.

BY ORDER OF THE WATERTOWN WATER AND SEWER AUTHORITY

James Sugden, Chairman
Water and Sewer Authority

Date of Notice: August 12, 2026

Mr. Sugden conducted a roll call. Members present were Chairman James Sugden, Joseph Masi, Adam Simonsen, Raymond Primini, Keith Franson, Thomas Claire, and Marisa Mancini-Cavallo. Also present were Town Manager Mark Raimo, Mike Maker of NewGen Strategies, and Conor Dukas of NewGen Strategies.

Chairman Sugden turned the Public Hearing over to the representative of NewGen Strategies.

Mike Maker of NewGen Strategies and Solutions presented an overview of the proposed water and sewer rate adjustments. He reviewed the Authority's operating expenses, significant increases in wholesale water and wastewater treatment costs, anticipated capital projects and debt obligations, and the need to maintain adequate reserves. Mr. Maker explained that the financial projections indicate proposed water rate increases of approximately 25.5% for the first three years, followed by 3% increases, and sewer rate increases of approximately 31% for the first three years, followed by inflationary increases. He noted that the projections are based on current financial assumptions and may change in future years.

Conor Dukas, Senior Consultant with NewGen Strategies and Solutions, reviewed the current and projected water and sewer rate structures, sample customer bills, and comparisons with rates in other Connecticut municipalities. He explained that the proposed increases would result in an estimated 29% combined quarterly bill increase for a median residential customer using approximately 10,000 gallons per quarter, or approximately \$61 per quarter. Mr. Dukas noted that while the proposed rates would move Watertown toward the upper-middle range compared with other municipalities, they would remain competitive. He concluded by recommending adoption of the proposed increases,

continued investment in capital improvements, and annual review of rates and financial projections to reflect changes in operating costs, wholesale charges, capital needs, and debt service.

Chairman James Sugden opened the public comment portion of the hearing and explained the procedures for participation. Speakers were asked to sign in with their name and address and were initially limited to three minutes, with a second round of up to two minutes to be provided after all speakers had an opportunity to comment. Chairman Sugden requested that comments remain relevant to the proposed water and sewer rates and that all participants conduct themselves respectfully.

Chairman Sugden also entered into the public hearing record a written letter received from Nancy Drum of Watertown, Connecticut.

Katherine Camara, 31 Cottage Place, questioned whether the municipal rate comparisons presented reflected current or future rates and was advised that the latest published rates were used. Ms. Camara expressed concerns regarding the proposed increases, including the costs associated with infrastructure improvements and repayment of judgment-related debt.

Richard Rozanski, 35 Reynolds St., questioned the allocation of proposed rate revenues among Waterbury wholesale costs, Authority operations, capital improvements, reserves, and judgment-related debt. NewGen representatives and Authority members provided additional clarification regarding the projected cost allocations.

Katherine Camara, 31 Cottage Place, questioned legal costs related to Waterbury's sewer rates and requested that customer bills separately identify amounts attributable to judgment-related debt.

There being no further public comment, Chairman Sugden closed the Public Hearing at 7:38 PM.

Respectfully Submitted,
Keith Franson, Secretary
Water and Sewer Authority

Approved by: _____



**TOWN OF WATERTOWN
WATER AND SEWER AUTHORITY**
747 French Street
Oakville, Connecticut 06779-1099
Main Office (860) 945-5299

Date: September 14, 2026
To: Mark A. Raimo, Town Manager
Re: **Superintendent's Report – August 2026**

I. Operations Water and Sewer: August 2026

Call Before You Dig – 97	Non-Payments – Shut-Off – 0	Non-Payments – Turned On – 0
Backflow Device Inspections – 12	Fats, Oil, & Grease – 0	Water Leak Investigation – 3
Water Service Leaks – 3	Water Service Repairs – 3	Water Service Inspections – 3
Water Main Leaks – 0	Water Main Repairs – 0	Water Main Inspections – 1
Fire Hydrants Flushed – 6	Fire Hydrants Installations – 1	Fire Hydrants Repaired – 1
Water Service Taps – 4	Water Service Installations – 3	Water Main Installations – 1
Sewer Lateral Inspections – 2	Sewer Main Inspections – 0	Sewer CCTV Inspections – 0
Sewer Lateral Blockage – 0	Sewer Lateral Repairs – 0	Sewer Lateral Installations – 2
Sewer Main Blockages – 0	Sewer Main Repairs – 0	Sewer Main Installations – 0
Sewer Manhole Inspections – 50	Sewer Manhole Repairs – 10	I&I Inspections – 0

II. Business Administration:

Total Customer Transactions from August 1- August 31

- Broken down as: Cash - 6% Checks - 64% Electronic - 30% Total – \$445,820.12

Non-Payment / Collections Shut Offs: Shut offs were on hold due to flushing and other projects
Resuming September/October

- Notices Mailed: Outstanding Amount: Monies Collected: