

BROOKFIELD WATER POLLUTION CONTROL AUTHORITY
53A Commerce Rd., Unit 1, Brookfield, CT 06804
October 25, 2023, 7:00 pm
WPCA HYBRID MEETING AGENDA

Zoom Call-In Info

<https://us02web.zoom.us/j/89163691250?pwd=eXVvS2ZsMXA3anJvaU5oREhBbFA4dz09>

Meeting ID: 891 6369 1250

Passcode: 7757319

1. **Convene Meeting**
2. **Approval of Minutes 9/20/23**
3. **Correspondence/Public Comment/Informal Discussion**
 - a. **Correspondence: CTSD Letter received 10/23/23**
 - b. **Informal Discussion: Greg Carnick-Discussion regarding easement at 9A Vale Road**
4. **Accountant Report**
 - a. **Monthly Financials**
 - b. **New Truck Purchase Financing**

Current budget is \$60k total, with \$12,000 budgeted per year. Per bond counsel, our 2 options are to lease the truck for 4 or 5 years with a \$1 buyout fee, or pay for it in full. Option to acquire a loan thru SBD is not an acceptable option.
 - c. **Vouchers**
5. **Old Business**
 - a. **640 Federal Road - Change of Use Application**
 - b. **Danbury Plant & Brookfield Allocation-Discussion of Next Steps**

Review and discuss proposed Memorandum of Agreement from Danbury.

 - A. **Langan Sewer Capacity Analysis**
 - B. **RCAP-Brookfield I&I Study**
6. **New Business**
 - a. **14 Candlewood Lake Rd. - Sanitary Force Main Amendment**
 - b. **160 Whisconier Road - Grease Trap Waiver Application**
 - c. **160 Whisconier Road - Additional Connection Application**
7. **Study Updates**
 - a. **Candlewood Lake Area Study**
 - A. **Set Up and Logistics for scheduled Public Hearing on November 13th, 2023**

Discussion of how the HS auditorium should be set up, moderator, handouts to be provided, instructions to be read at beginning of PH, etc.
 - b. **Dean/Pocono Road Area Study**
8. **Project Updates**
 - a. **Brookfield Market Area Project**

Review and discuss the draft STEAP Grant contract issued by DEEP and revised by Attorney S. Harding. Motion needed to authorize forwarding the contract to the BOS for signature.
 - b. **Route 133 Station Project Phase II**
 - c. **Other Engineering Matters**
9. **Employee Activity Reports**

10. Legal Matters

- a. Collection Update**
- b. Other Legal Matters**

11. Other WPCA Matters

a. Non-Sewered Community Systems

It recently came to our attention that Lake Lillinonah Shores has a PMA in place from 1979. The condo complex is not sewered, but the WPCA is tasked with insuring a maintenance fund is in place, similar to other Community Sewer Systems in town. There are 2 other condo complexes in town: Woodcreek Village and Brookfield Hills, but I cannot find anything filed on the land records.

b. 2024 WPCA Meeting Calendar

Please review this proposed calendar and bring any conflicts to the meeting

c. Proposed Procurement Policy

Nelson's draft is attached

d. Proposed Cash Box Policy

e. Minutes Submittal Process

Discussion regarding handling of minutes review prior to submission to Town Clerk

12. Executive Session-Pending Litigation

13. Adjournment

*** Next Regular Meeting November 15, 2023 ***

