

**BROOKFIELD WATER POLLUTION CONTROL AUTHORITY**

**Wednesday, February 27, 2019 7:00 p.m.**

**53A Commerce Road, Unit 1**

**MINUTES**

- 1. Convene Meeting:** Chair N. Malwitz convened the meeting at 7:00 p.m.

**WPCA:**

N. Malwitz, Chair  
L. Trojanowski-Marconi, Vice Chair  
J. Murray  
M. Delvalle  
T. E. Lopez  
M. Brown  
L. Donovan

**Others:**

D. Will, Inspector  
J. Sienkiewicz, Attorney  
C. Utschig, Langan Engineer  
J. Siclari, Director  
K. McPadden, Executive Administrator  
M. Ongaro, Collector  
A. Kennedy, Recording Secretary

- 2. Approval of Minutes-1/23/19-L. Trojanowski-Marconi made a motion to approve the minutes from 1/23/19. J. Murray seconded the motion and it carried unanimously.**

**3. Informal Discussion**

- a. 91 Laurel Hill Road-Nick Bartolameo was present on behalf of the application. N. Bartolameo said he purchased this property in December. He said there is a commercial building and a residential house on two properties side by side. He said the commercial building is connected to the sewer and the house has a septic system. N. Bartolameo said he is unsure of the age or the condition of the septic system. He explained his plans for the property and is requesting to connect the house to the sewer and remove the septic. He said it will stay two properties and continue to be a residence. J. Sienkiewicz asked if he has spoken to the Health Department about the septic system and whether or not he would be able to upgrade the system. N. Bartolameo said he has not spoken with the Health Department. J. Sienkiewicz asked if there has been a levy of a benefit assessment on that property and K. McPadden said there has not. J. Sienkiewicz asked if there is an existing or threatening pollution problem there, and N. Bartolameo said if the septic goes, it could be because of the small size of the lot (1/3 of an acre). J. Sienkiewicz read from the WPCA regulations (Section 1.2) regarding this topic, citing conditions of a failing system that cannot be repaired, etc. He explained that the applicant would have to provide documentation stating that the septic system is failing, and it could not be replaced with a code compliant system.

**4. New Business**

- a. 401 Federal Road, Parcel B-Application for Sewer Use/Connection Permit-Steve Sullivan, CCA, LLC was present on behalf of the application. S. Sullivan said they are requesting to connect to the sewer for a medical office building and reviewed the plans with the Authority. He said they have already received approval from the Zoning Commission and the Inland Wetlands Commission. S. Sullivan noted they are only discussing Parcel B, as the property has been subdivided. D. Will estimated 32 hours for inspection, totaling \$2,400 and C. Utschig estimated \$1,000 for engineering fees. **L. Trojanowski-Marconi made a motion to submit the application for 401 Federal Road, Parcel B to Langan for review. J. Murray seconded the motion and it carried unanimously.**
- b. 77 Vale Road-Application for Sewer Use/Connection Permit- Steve Sullivan, CCA, LLC and T. D. & Sons representatives were present on behalf of the application. S. Sullivan said this

is an 8,000 square foot industrial building and he believes it was approved for a connection 10 years ago. He said T.D. & Sons bought the property about 2 years ago. S. Sullivan said this is the same plan that was originally approved, except originally, they had a septic system on the plan because the sewer was not available then. K. McPadden said there is a credit on file for \$1,330 from the previous owner. C. Utschig estimated an engineering fee of \$750 and D. Will estimated an inspection fee of \$2,625 for 35 hours. K. McPadden calculated that those fees, less the \$1,330 credit on file, equals \$2,045 owed by the applicant and is due before the next meeting. K. McPadden noted that when the building is built, they will get a supplemental benefit assessment. **Chair N. Malwitz made a motion to submit the application for 77 Vale Road to Langan for review, subject to the payment of inspection and engineering review fees. M. Brown seconded the motion and it carried unanimously.**

## 5. Old Business

- a. 291 Federal Road-Application to Connect Assisted Living Facility- C. Utschig said the plans have been reviewed and a letter has been submitted to the board. Chair N. Malwitz read the letter aloud for the Authority. J. Sienkiewicz said he didn't think there were any legal issues. J. Sienkiewicz noted that R. Prinz had previously discussed requiring an easement along the frontage. C. Utschig, J. Siclari and J. Sienkiewicz discussed the issues relating to an easement at this property. K. McPadden said the inspection and engineering fees have been paid. **Chair N. Malwitz made a motion to accept the recommendation of the Engineer to approve the application for 291 Federal Road, subject to the conditions of approval in the Langan letter dated 2/26/19. L. Trojanowski-Marconi seconded the motion and it carried unanimously.**
- b. 857 Federal Road-Easement & Request for Permit Extension- J. Sienkiewicz wrote a letter to the applicant and is waiting for a response. **M. Brown made a motion to table 857 Federal Road to the next meeting. J. Murray seconded the motion and it carried unanimously.**

## 6. Accountant Report

- a. Monthly Financials-Chair N. Malwitz told M. Allred he did not need to attend tonight's meeting because everything has been running according to budget. Chair N. Malwitz reviewed information regarding analysis of restricted balances for each sewer district. This revised report will be in the monthly financial packet going forward.

## 7. Engineer Comments/Project Update

- a. Dean/Pocono Road-*Pio Lombardo, Lombardo & Associates was present. Courtney Morehouse, Housatonic Valley Association was present.* C. Morehouse explained the work of the Housatonic Valley Association. She said the Still River has been their focus for the past five years and explained their collaborative efforts since 2014. She said they are operating under a 399 grant with CT DEEP for funding. She said the main purpose of their plan is to reduce the e-coli in the Still River. She said they have put together an 'existing conditions report' on the Still River which is about 40 pages long. She said they are in the process of writing an implementation plan and discussed the possibility of writing the Dean/Pocono Road project into this plan. Chair N. Malwitz discussed how collaborative efforts with the Housatonic Valley Association could benefit the Dean/Pocono Road project. P. Lombardo gave the Authority a brief history on the types of projects Lombardo & Associates has been involved with over the years and discussed the focus of their "319" grant proposal for this project. Their proposal would focus on developing a plan to produce decentralized waste water management options for the study area. He said they have looked

at the data and from his experience non-sewering options for that area would make a lot of sense. He said the three issues to be looked at would be bacterial contamination, nitrogen and phosphorus removal. P. Lombardo said the next step would be to collect information on the functioning of the systems on those properties. Chair N. Malwitz said the grant application is due to CT DEEP by April 3, 2019. P. Lombardo explained what some non-sewering options might be. J. Sienkiewicz asked some questions about the management of decentralized systems. Chair N. Malwitz noted that the WPCA would contribute approximately \$40,000 to the study as a matching contribution for a proposed \$60,000 grant. J. Sienkiewicz noted that one problem this project has in this community is that there doesn't seem to be uniform support to spend money on improving the systems. J. Sienkiewicz said if they do move forward with this and start to fund these projects that the WPCA should create a separate account so that the expenditures can be tracked. P. Lombardo explained that if the WPCA contributes the local share, it will increase their points for the grant increasing the likelihood of success in obtaining the grant. **Chair N. Malwitz made a motion to approve the \$4,300 fee for Lombardo & Associates to develop the scope of study and prepare the 319 Grant Application for Dean/Pocono Road. J. Murray seconded the motion and it carried unanimously.**

- b. Candlewood Lake Area Sewer Study-Grant Status-Chair N. Malwitz said P. Lombardo prepared the grant application for the Candlewood Lake Area Sewer Study. It was submitted to the State early January. A response is expected in March. P. Lombardo said the approach for this study is very similar to the Dean/Pocono Road study. It is a much bigger area with 1,200 to 1,500 parcels. One of the key things they will focus on for this study is phosphorus.
- c. Water Pollution Facilities Plan-Grant Status- Chair N. Malwitz said J. Laliberte from CDM Smith prepared the grant application for the Water Pollution Facilities Plan and it has now been submitted to the State.
- d. GIS Collector as Asset Management Database-C. Utschig said the creation of the asset management database is just about complete and will be done within the month. That information will be used by CDM Smith for the Facilities Plan.
- e. Commerce Road Force Main Discharge Manhole-J. Siclari said they have the plans and R. Prinz is looking to start that work in the spring.
- f. Federal Road Projects-
  - Infill at 316 Federal Road-Chair N. Malwitz discussed an issue at this property related to the pump station at 133. C. Utschig said they were looking at this issue and have a possible design solution to alleviate the problem.
  - Lower Federal Road-Chair N. Malwitz said they have a problem here where the velocity is so high the manhole is not performing the way it should.
  - Caldor Force Main Repair Project-Chair N. Malwitz said they are thinking of value engineering or breaking the project up into smaller parts because the whole project was too expensive.
- g. Flow Meters Cedarbrook & Stony Hill Stations-Chair N. Malwitz said C. Utschig will review this issue to come up with a design drawing and construction budget.
- h. Generator at Route 133 Station-Chair N. Malwitz said this generator is diesel powered and was put together in the 1990's. He also noted the parts for this generator are now obsolete. He said they will need a new generator for that station. Chair N. Malwitz said another issue at this station is that it is drawing twice the power of the main Caldor station and they do not know why. C. Utschig will look into this as well.
- i. Other Engineering Matters-None

**8. Employee Activity Reports (John, Dave, Mary, Kristi)**

**John:** J. Siclari said the TCD will be starting up construction this spring. He said they are working on the budget for 2020 and have had a few meetings already. J. Siclari said they have met with a couple of IT providers to determine what their needs are regarding either replacing the current server or going to a cloud-based system. He said this decision also depends on whether they get a back up generator. J. Siclari said the garage offices are finished. He said they have decided to go with remote access for the building, which will be tied in to the phone system. They will have a test run with the police department for the panic buttons tomorrow.

**Dave:** D. Will distributed his Inspector Activity Report for the Authority to review.

**Mary:** M. Ongaro said she has been working with Carol and Jeff on collections.

**Kristi:** K. McPadden said she has been working on the budget. She also said she has been working on applications and getting a lot of inquiries. She is also working with IT on some issues.

**9. Legal Matters**

- a. Permanent Maintenance Agreement Updates-J. Sienkiewicz said he has two permanent maintenance agreement amendments drafted. He said he will work with K. McPadden regarding contacting the condo associations.
- b. GIS Data Legal Agreement-No report.
- c. Other Legal Matters-J. Sienkiewicz discussed the project at Berkshire North, noting he made a proposal regarding the easement and is waiting for a response. **L. Trojanowski-Marconi made a motion to set a public hearing for 3/27/19 at 7:00 p.m. at Town Hall for the supplemental benefit assessment for the Federal Road North District. M. Brown seconded the motion and it carried unanimously.**

**10. Other WPCA Business**

- a. Dean/Pocono Road Project Update-Under Engineering Reports.
- b. Danbury WWTP Upgrade Update-Chair N. Malwitz said he received a notice from Danbury regarding a review meeting but no meeting date has been set.
- c. FY19-20 Budget Update-Chair N. Malwitz said this will be discussed further next month. K. McPadden noted they are waiting to hear back from the Town regarding several of the budget numbers.
- d. Other WPCA Matters-Chair N. Malwitz noted Chad will be leaving the WPCA as of March 15<sup>th</sup>. M. Brown discussed an issue with a pizza shop in town, noting the business owner was caught dumping grease in a storm drain in Wilton, at another shop he owns. The business owner was arrested, and subsequently found evidence that he was pumping his septic directly into the Norwalk river. He paid a fine to avoid jail. M. Brown reached out to D. Will to alert him to the history of this business owner. D. Will said the business owner is required to have a contract with a pumper and is not permitted to pump the grease trap himself.

**11. Vouchers-Chair N. Malwitz made a motion to accept the vouchers as presented. T. E. Lopez seconded the motion and it carried unanimously.****12. Adjournment**

**L. Trojanowski-Marconi made a motion to adjourn at 9:16 p.m. M. Brown seconded the motion and it carried unanimously.**