

**BROOKFIELD WATER POLLUTION CONTROL AUTHORITY**  
Wednesday, March 24, 2021 7:00 p.m.  
**MINUTES**

**Zoom Call-In Info:**

<https://us02web.zoom.us/j/82208504181?pwd=WFpRKzJhbzRhMTJlYXFHNVZhd1dKdz09>  
Meeting ID: 822 0850 4181                      Passcode: 032421

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

<b>WPCA:</b> Chair N. Malwitz L. Trojanowski-Marconi L. Donovan M. DelValle J. Murray G. Giacobone	<b>Others:</b> R. Prinz, Maintenance Manager M. Allred, Accountant J. Sienkiewicz, Attorney J. Siclari, Director E. Kingsbury, Langan Engineer K. McPadden, Executive Administrator M. Ongaro, Collector A. Kennedy, Recording Secretary
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2. **Approval of Minutes** – 2/24/21 - **L. Donovan made a motion to approve the minutes from 2/24/21. L. Trojanowski-Marconi seconded the motion and it carried unanimously.**
3. **Correspondence**
  - a. Email response from S. Polizzi to N. Malwitz Re: Brookfield sewer project for the Candlewood Lake Drainage Area, dated 3/11/21 - Chairman N. Malwitz summarized the correspondence received and explained the response to S. Polizzi's concerns. Chairman N. Malwitz said S. Polizzi was satisfied with the analysis provided.
  - b. Email from Art DePoi, 93 Candlewood Lake Road dated 3/17/21, Re: Water issues - *A. DePoi was present*. A. DePoi explained his email is concerning the construction across the street from his property and the effect it could have on his property. R. Prinz said he was asked to go out a visit the site regarding a complaint of water on the property. R. Prinz said Mr. DePoi stated that back in 1989 when the sewer line was put in for Huckleberry Hill School, he started having water coming out in one corner of his property, and since then it has gotten worse. R. Prinz said he looked at the building connection across the front of the house and he did not see any evidence of water coming up there and Mr. DePoi did not say anything about water coming up in the basement. Chair N. Malwitz said the Town is on alert about this situation and will be aware of the situation when they are doing their work. He said as a Board, the WPCA would need more facts and perhaps an engineering report to know what the problem is exactly. Chairman N. Malwitz said Mr. DePoi would need to hire an engineer in order to prove his speculations regarding the source of the problem.
4. **Accountant Report**
  - a. Monthly Financials - M. Allred discussed the monthly financial report.
  - b. Budget Update - Chair N. Malwitz discussed the budget and proposed rate changes. **G. Giacobone made a motion to submit the budget to the Board of Selectmen. L. Donovan seconded the motion and it carried unanimously.**
5. **Old Business**
  - a. 731 Federal Road – Application to Connect - *M. Micoli, Artel Engineering, was present on behalf of the Applicant*. M. Micoli said E. Kingsbury has reviewed the plans and they have responded to his comments. She said based on his comments they have relocated the septic tank and the grease trap for both structures closer to the buildings and re-routed the force main up to Federal Road. She said they moved the receiving manhole for the force main to the property line, so it is not in

the right of way. E. Kingsbury said he quickly reviewed what they sent over and have requested the landscape plans for the facility to make sure all of the approved sewer improvements have the five feet from shrubs and trees. He said they will need the MEP drawings to make sure that each use in the building has the means of being able to connect to the grease trap.

- b. 984 Federal Road/2 Production Drive - Application to Connect - E. Kingsbury said he spoke with S. Sullivan in the beginning of the week and he was not aware of any modifications being made, and said he would reach out to the owner and call K. McPadden. K. McPadden said she has not heard from S. Sullivan and as of today nothing new has been submitted.

**6. New Business**

- a. 14 W. Whisconier Road – Application to Connect - *G. Meade was present on behalf of the Applicant. K. Garren, Applicant, was present.* K. McPadden said this property is on West Whisconier Road, which would be part of the three-condo district. She said the property is labeled on the map as a sewer avoidance property. G. Meade said the property was located in a low-lying wetlands type area and he located three gravel trenches in the lawn area and immediately found the first two totally full of liquid up to the surface. He said he opened up all three distribution boxes and found the top two totally full and the last box, closest to the wetlands, just about full. G. Meade said the property owner said she purchased the house in 1990 and in 1993 put in a new septic system with a company out of New Milford. He tried to get information on the septic system from the Health Department, but all they had was a proposed plan but no approval on the system. He said he went out to the property with P. Avery and did some testing. They found that the leach fields were built on top of wetlands type soil and filled up like ponds. He said they deemed the property unsuitable for a septic system. K. McPadden said they received the letter from P. Avery, the Town Sanitarian and a letter from engineer R. Posthauer, CCA, LLC, both stating the property is better served with sewer. G. Meade said they cannot get a code compliant system in. K. McPadden explained the steps needed in order to have a connection in this area. E. Kingsbury and R. Prinz discussed the work needed to complete the connection and R. Prinz said he does not think it would require the Applicant to hire an engineer for the plans. **L. Trojanowski-Marconi made a motion to designate the property, 14 W. Whisconier Road, on the sewer map as failure only because it meets the criteria for sewer connection necessitated by sewer failure on a properly pre-existing septic system and because the engineer and the sanitarian have documented the failure and the inability to get a code compliant system. J. Murray seconded the motion and it carried unanimously. L. Donovan made a motion to approve 14 W. Whisconier Road – Application to Connect as presented subject to inspection and compliance with WPCA requirements as set forth in our technical standards and requiring the Property Owner to submit an additional application fee of \$300 to cover inspections as per the WPCA requirements. G. Giacobone seconded the motion and it carried unanimously.**

**7. Engineer Comments/Project Update**

- a. Route 133 Station Improvements Project - E. Kingsbury said they have received one round of submittals from TD & Sons. He said they have approved a couple of them and some are to be revised and resubmitted. E. Kingsbury said he has been asking them to get the revised submittals to them as soon as they can. He said it has been a little over a month that they have been working on these submittals.
- b. Brookfield Market Area - E. Kingsbury said he has spoken with S. Sullivan and he needs a signed proposal from the WPCA, and once he has that he has them penciled in for the week of April 5<sup>th</sup> to survey and perform the inspections on the septic tank. E. Kingsbury said S. Sullivan did not indicate that he needed easements.
- c. Other Engineering Matters - No discussion.

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

**John:** J. Sclari said COVID rules are still in place in the office. He said they had an exposure in the office last week, and everyone has tested negative. He said there are no changes on the FEMA claims. He said there is no change on the time and attendance program. He said they are addressing some of

the pump station electrical deficiencies. He said they received an application for disconnection for J. Ramen Noodle House. J. Siclari gave an update on the water and gas line extension projects, and the Candlewood Lake School project. He said he and M. Ongaro have put together a process for getting temp help to assist with the upcoming lien releases. J. Siclari said they have found a new maintenance technician for the Mission System and are working on setting up a meeting with him. He said they are looking into selling the Toyota pickup truck and need a clean title to move forward. He said the Candlewood and Dean Road project interviews will be tomorrow.

**Roger:** R. Prinz discussed the 133 Pump Station and the Capital Maintenance Budget. He noted the issue with Mr. DePoi's property, already discussed. R. Prinz discussed the facilities plan and also discussed the hold harmless agreements. He said the annual Call Before You Dig renewal is complete. He discussed a new grocery store at 14 Candlewood Lake Road and installing a grease trap.

**Kristi:** K. McPadden said she is continuing to work with QDS to clean up the deferred assessment accounts. She said the Paychex issue was fixed last month. She said she is working on the Brookfield Spotlight update. She said they received some inquiries this week, including 128 Federal Road, 640 Federal Road and 465 Federal Road. K. McPadden said she sat in on a Development Services team meeting this week regarding 101-103-105 Laurel Hill Road.

**9. Legal Matters**

- a. Collections & Pending Legislation Regarding Foreclosures - Attorney J. Sienkiewicz said there is just the one tax sale, which is in the redemption period. Chairman N. Malwitz discussed pending legislation that would prohibit WPCAs from foreclosing on a property unless a sewer bill exceeded \$10,000.
- b. Public Hearings: Assessments, Rate Changes - Attorney J. Sienkiewicz said he had drafted a notice for this month's meeting, but they couldn't get it published in time, so this will have to be scheduled for next month's meeting. **G. Giacobone made a motion to set a public hearing for a benefit assessment on two properties and a rate hearing on April 28, 2021. M. Delvalle seconded the motion and it carried unanimously.**
- c. Other Legal Matters

**10. Other WPCA Matters**

- a. Updates
  1. Dean Road/Candlewood Lake Area RFQ Update - Chairman N. Malwitz said interviews will be held tomorrow.
  2. Danbury Plant - Chairman N. Malwitz said he still hasn't been able to get in touch with Danbury.
- b. Other WPCA Matters

**11. Vouchers - L. Trojanowski-Marconi made a motion to accept the vouchers as presented. G. Giacobone seconded the motion and it carried unanimously.**

**12. Executive Session -**

- a. Funding Protocol - **L. Trojanowski-Marconi made a motion to go into Executive Session at 8:38 p.m. J. Murray seconded the motion and it carried unanimously.** No motions were made during Executive Session.  
**L. Donovan made a motion to end Executive Session at 8:57 p.m. L. Trojanowski-Marconi seconded the motion and it carried unanimously.**

**13. Adjournment - L. Donovan made a motion to adjourn at 8:58 p.m. G. Giacobone seconded the motion and it carried unanimously.**