

Minutes not yet approved. Approval and  
any edits to be made in succeeding minutes.

**BROOKFIELD WATER POLLUTION CONTROL AUTHORITY**  
**Wednesday, May 25, 2022, 7:00 p.m.**  
**HYBRID MEETING**  
**MINUTES**

**1. Convene Meeting**

Chairman N. Malwitz convened the meeting at 7:00 p.m.

**WPCA:**

N. Malwitz  
L. Trojanowski-Marconi  
L. Donovan  
M. Brown  
J. Murray  
M. DelValle

**Others:**

J. Siclari, Director  
K. McPadden, Executive Administrator  
M. Allred, Accountant  
T. Strid, Inspector  
C. Utschig, Langan Engineering  
J. Sienkiewicz, Attorney  
M. Rajcula Ongaro, Collector  
A. Kennedy, Recording Secretary

**2. Approval of Minutes**

**4/27/22 - L. Trojanowski-Marconi made a motion to approve the minutes from 4/27/22. M. DelValle seconded the motion and it carried unanimously.**

**3. Correspondence**

**4. Accountant Report**

- a. Monthly Financials - M. Allred discussed the monthly financial report. Chairman N. Malwitz noted a billing is going out June 1<sup>st</sup>, which includes the credits that were applied to the Three Condo properties. That will mean the receivables will be down for the Three Condo District. K. McPadden said she will work with M. Allred to be sure page 7 of the financials is correct.
- b. Budget Status - K. McPadden said there will be a couple of changes to the budget since the last meeting, specifically employee benefit numbers. Chairman N. Malwitz said the Town did not come back with any comments on the budget. K. McPadden asked if M. Allred received her email regarding the procurement policy as requested by the auditors. M. Allred said he is reading through it and will get back to her when they do the budget update.

**5. New Business**

- a. 1030 Federal Road - Application to Connect 4 new buildings, Application for Grease Trap Permit, Application to Connect Swimming Pool (Backwash), Community Sewer System Application - *Dainius Virbickas, Artel Engineering, was present on behalf of the Applicant.* D. Virbickas said this is the site of the former Days Inn and last occupied by the Newbury Inn, with 46 residential hotel/motel units. He said they are proposing to split in half the number of units in the upstairs/downstairs portion of the front building, going from 28 units to 14 units and the rear building will go from 10 units to 5 units. He said in the back portion of the front building there are an additional 9 units, of which some will be eliminated, and others will be converted to a laundry area and a small common area. D. Virbickas said they are proposing 4 new structures, of which 3 structures would have 4 residential units each and one single story structure with 3 units. He said they have submitted applications for the new buildings and an application for pool water discharge for a future possible pool. He said they have also submitted an application for a proposed grease trap for the community room. He said with these applications, they also submitted estimated sanitary sewer flows, and

explained how they made these calculations. He also discussed the details of the plans relating to connection and design. Chairman N. Malwitz requested that the developer use Water Sense fixtures, noting they are not required, but encouraged the Applicant to consider by visiting [www.epa.gov/watersense](http://www.epa.gov/watersense). Attorney J. Sienkiewicz asked the Applicant to review the WPCA Regulations pertaining to Community Sewer Systems and asked him to provide the WPCA with the Community Sewer System details. C. Utschig said that will be part of the review and they will also discuss the engineering issues. **M. Brown made a motion to accept the application for 1030 Federal Road [and forward to the engineer for review] - Application to Connect 4 new buildings, Application for Grease Trap Permit, Application to Connect Swimming Pool (Backwash), Community Sewer System Application upon receipt of estimated engineering fees of \$1,500 and inspection fees of approximately \$3,500. J. Murray seconded the motion and it carried unanimously.**

#### **6. Old Business**

- a. 30 Sandy Lane - Application to Connect to Sewer - *P. DiScala, Applicant, was present.* C. Utschig discussed Langan's review of the application and their recommended conditions of approval, which recommends that if the use of the storage space changes, that the owner/applicant is required to return to the WPCA for an amended permit requiring the installation of a grease trap. P. DiScala asked for more information on the 2% Capital Cost Recovery Connection Charge. Attorney J. Sienkiewicz explained how the charge is calculated and applied. **M. Brown made a motion to approve 30 Sandy Lane - Application to Connect to Sewer subject to the conditions outlined in the [5/19/22] letter from Langan Engineering. L. Trojanowski-Marconi seconded the motion and it carried unanimously.**

#### **7. Project Updates**

- a. Route 133 Station Project Phases I & II - C. Utschig said he will draft a proposal for the Board to consider next month.
- b. Caldor Valve Bypass Project - C. Utschig said they have done a sketch and are working with T. Strid and R. Prinz. He said T. Strid will be providing them with measurements on Friday, and then they will continue with the construction drawings.
- c. Danbury Plant & Brookfield Allocation - Chair N. Malwitz discussed the recent meeting with representatives from Danbury and the details of the current capacity, cost and allocation issues.
- d. Brookfield Market Area - Chairman N. Malwitz said they will have to go back to the Board of Finance with another request for ARPA funding.
- e. Dean Road/Candlewood Lake Area Project - Chairman N. Malwitz said this project is underway and the geo-tech work is wrapping up.
- f. Other Engineering Matters - J. Siclari asked C. Utschig if there were any outstanding design issues with the Brookfield Market Area. C. Utschig said there are some loose ends, and he is in the process of figuring out what those are and taking care of them.

8. **Employee Activity Reports** - J. Siclari, T. Strid, K. McPadden, M. Ongaro and A. Kennedy discussed the highlights from the employee activity reports submitted to the Board for review.

#### **9. Legal Matters**

- a. Collections - No discussion.
- b. Other Legal Matters

#### **10. Other WPCA Matters**

- a. Online Payment Help Video - Chairman N. Malwitz said this is still being finalized.

- b. Other WPCA Matters - M. Brown asked if they were still planning to attend the golf outing on June 17<sup>th</sup>, and J. Siclari confirmed.

**11. Vouchers**

**L. Trojanowski-Marconi made a motion to approve the vouchers as submitted. L. Donovan seconded the motion and it carried unanimously.**

**Chair N. Malwitz made a motion to go into Executive Session. M. Brown seconded the motion and it carried unanimously.**

**12. Executive Session - Staffing and Salaries - M. Brown made a motion at 9:17 p.m. to come out of Executive Session. L. Donovan seconded the motion and it carried unanimously. No motions were made during or following the Executive Session.**

**13. Adjournment - L. Trojanowski-Marconi made a motion to adjourn at 9:18 p.m. M. DelValle seconded the motion and it carried unanimously.**

\*\*\* Next meeting June 22, 2022 \*\*\*