

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

BROOKFIELD WATER POLLUTION CONTROL AUTHORITY
53A Commerce Rd., Unit 1, Brookfield, CT 06804
March 13, 2024, 7:00 p.m.
WPCA SPECIAL MEETING MINUTES

Zoom Call-In Info

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

Meeting ID: 891 6369 1250

Passcode: 7757319

1. **Convene Meeting** – Chairman N. Malwitz called the meeting to order at 7:02 p.m.

WPCA:

N. Malwitz, Chair

L. Trojanowski-Marconi, Vice Chair (via Zoom)

J. Murray, Treasurer

M. Brown, Member

L. Donovan, Member

M. Wolk, Alternate

Others:

L. McMahon, Langan Engineering (via Zoom)

S. Harding, Commission Attorney

K. McPadden, Executive Administrator

A motion was made by L. Donovan to move to agenda items #5 and 6. The motion was seconded by J. Murray and passed unanimously.

A motion was made by L. Trojanowski-Marconi to move to agenda item #4. The motion was seconded by M. Brown and passed unanimously.

2. **Danbury Capacity Allocation to Brookfield** – Chairman Malwitz explained that according to the agreement that was signed, Brookfield will have 580,000 gallons per day (average). He stated that the Memorandum of Agreement (MOA) drafted by Attorney Harding and presented at the February WPCA meeting has not yet been submitted to Danbury and he will send it with a note to Antonio Iadarola, Director of Danbury Public Works later this week. L. Donovan asked that Chairman Malwitz reach out to the Town of Brookfield to let them know the status once he sends the MOA.
3. **Modification to WPCA Regulations Re: Existing Moratorium** – Chairman Malwitz noted that he had met with L. McMahon from Langan and Matt Brown to discuss the different scenarios regarding the possible moratorium changes. The average gallons per day (GPD) used in the study is 110 gpd, and K. McPadden mentioned that the Regulations at Section 7.1.3 use 125 gallons per day (GPD). M. Brown suggested that these numbers should match, and Attorney Harding agreed that they should all be consistent. Chairman Malwitz reviewed the spreadsheet showing different GPD allowances. Attorney Harding explained that the WPCA is the steward of the flows to Danbury, and we have an obligation to abide by the contract that is set forth with Danbury. The WPCA does have the right to make changes in the future if the capacity gets too close to 580,000. L. Donovan shared her concerns about the number of units per acre, and L. McMahon explained that Zoning has restrictions which would help curb the overbuilding in town. M. Brown shared his concerns regarding the large properties in town and suggested putting a cap on the maximum GPD. L. Donovan asked if the regulation amendment was contingent upon Danbury's final approval of the 580,000-gallon capacity, and Attorney Harding explained that tonight they are only moving it to a public hearing and deciding what the regulation amendment will be but will be contingent upon the execution of the pending MOA. Following discussion, **a motion was made by N. Malwitz to amend Section 1.2 of the Brookfield Sewer Rules & Regulations so that the maximum allowable flow per property is 2,000 gallons per day per acre, with a cap of 20,000 gallons per day per property. Said regulation change shall be contingent upon the execution of a Memorandum of Agreement with the Danbury Sewer Authority, which articulates Danbury Sewer Authority's position on our current gallon per day**

allocation of 580,000 gallons. The motion was seconded by M. Brown and passed unanimously.

Attorney Harding will draft up the amended regulation to allow for 2,000 gallons per acre, with a cap of 20,000.

A motion was made by N. Malwitz to set a Public Hearing for April 24, 2024 to amend Section 1.2 of the Brookfield Sewer Regulations as noted above. The motion was seconded by L. Donovan and passed unanimously.

- Schedule Public Hearing for 4/24/24

4. **Brookfield Market Area Sewer Extension** – Chairman Malwitz explained that a public hearing is required to notify the affected properties within the job scope of the project plans. Right now, the plan is to move forward with the full scope (private and public properties). Chairman Malwitz asked that Langan be prepared to present at the Public Hearing on 4/27/24. Chairman Malwitz asked that Attorney Harding and K. McPadden make sure the easements are articulated clearly. **A motion was made by J. Murray to schedule a Public Hearing for April 24, 2024 to receive comments pursuant to Section 7-247a of the General Statutes from affected property owners with respect to the construction of the proposed Brookfield Market Area Sewer Extension. The proposed sewer extension will serve properties known as 272 through 290 Whisconier Road and 1 through 14 Tucks Road. The Brookfield Water Pollution Control Authority proposes to acquire permanent and temporary easements or rights of access that will affect such properties. At said hearing affected property owners shall have the right to be heard. The motion was seconded by L. Donovan and passed unanimously.**

- Schedule Public Hearing for 4/24/24

5. **Grease Trap and Private Pump Station Inspections** – K. McPadden explained that the current grease trap and private pump station billing process is \$40 billed each in June and December, with reports sent once per year. The recommendation is that the grease trap and private pump station bills be mailed out once per year and the fee be increased to \$100 per year. Following discussion, **a motion was made by N. Malwitz to amend Section 7.5.1 of the Regulations to levy the grease trap and private pump station inspection fees on an annual basis and set the public hearing for April 24, 2024. The motion was seconded by J. Murray and passed unanimously.**

Following discussion regarding the annual inspection fees, **a motion was made by L. Trojanowski-Marconi to increase the annual fee to \$100 for grease trap and private pump station inspections with bills to be sent in December, and to set the public hearing for April 24, 2024. The motion was seconded by L. Donovan and passed unanimously.**

- Increase inspection cost to \$100 per year (currently \$80)
- Send bill once per year (currently billed twice per year)
- Schedule Public Hearing for 4/24/24

6. **Update Sewer Service Map** – K. McPadden explained that there are 2 properties on the sewer service map that need to be updated: 1 Sand Cut Road (now connected), and 29 Vale Road (incorrectly coded). Following discussion, **a motion was made by J. Murray to update the Brookfield Sewer Service Map and schedule a public hearing for April 24, 2024 to receive public comment on the proposed updates to the Brookfield Sewer Service Map, specifically 1 Sand Cut Road and 29 Vale Road. The motion was seconded by L. Trojanowski-Marconi and passed unanimously.**

- Two properties to be updated are 1 Sand Cut Road (currently Orange - Assessed But Not Connected; to be changed to Green - Connected to Sewer) and 29 Vale Road (currently white; to be changed to Orange - Assessed but not Connected)
- Schedule Public Hearing for 4/24/24

7. **Adjournment** – **A motion to adjourn at 8:20 p.m. was made by L. Trojanowski-Marconi, seconded by L. Donovan, and passed unanimously.**