

Brooklyn Water Pollution Control Authority

Regular Meeting

Wednesday, January 31, 2024 6:30 p.m. – 7:30 p.m.
via Zoom & at the Clifford B. Green Meeting Center
69 South Main Street, Brooklyn, CT

To join this meeting, follow the below instructions:

Join Zoom Meeting

<https://us06web.zoom.us/j/89922133004?pwd=J8welGPWl0K6VnLIhiME47RsA5n2rg.1>

Meeting ID: 899 2213 3004

Passcode: 569499

One tap mobile

+16465588656,,89922133004# US (New York)

+16469313860,,89922133004# US

MINUTES

1. **Call to Order** – Derek Lindia, Chairman, called the Regular Meeting to order at 6:32 p.m.

2. **Attendance:** Derek Lindia; R. Dave Lee; Dann Stuykowski, Charles Sczorski.

Also Present: Austin Tanner, First Selectman; Joe Couture, Killingly WPCF Assistant Superintendent; Lisa Lindia; J.S. Perreault, Recording Secretary.

Public Present via Zoom: Shelley Cates, Finance Director; iPad.

3. **Public Comment** – None.

4. **Approve Minutes**

a. **Regular Meeting of December 27, 2023**

Motion was made by C. Sczorski to approve the Minutes of the Regular Meeting of December 27, 2023, as presented.

Second by D. Stuykowski.

Discussion:

Mr. Lee noted a correction to page 1, Item 6.c, first sentence: Change “fir” to “for.”

Motion, with correction, carried unanimously by voice vote (4-0-0).

5. **Update from Killingly**

a. **Report from Joe Couture**

- He provided the monthly Report for December to Authority Members.
- sent a report on 98 Proulx Street last month.
- There was an issue at Tatnic – an impellor on a pump. The impellor was replaced. It was found that the other one was cracked, so that one was

replaced also. They also ordered two news ones to have in stock when needed.

- He started putting a “wish list” budget together for next year (at this point, \$400,000 for a maintenance budget). He will cut some out because money is need to do some repairs. He will provide information to the Authority Members for next month.
- The fee for Killingly is going to be more because Brooklyn’s flows are out of the projected range, past the reserve. Probably due to rain. There was discussion regarding the possibility of applying for a grant. Ms. Cates stated that the bill that was recently received from Killingly is for the calendar year 2022. There was discussion. Ms. Cates will provide copies of the contract to Authority Members. Mr. Couture will add the monthly and accumulated yearly flow to his report. Ms. Cates noted that this would help with budgeting.

- b. Report from Brooklyn WPCA Liaison, Dann Stuyanski on Killingly WPCA’s Meeting of January 17, 2024.** – No report, Killingly did not meet.

6. Old Business

- c. Update on WPCA customer wavier form.**

Mr. Lee provided an updated version of the waiver form. There was discussion regarding policy and possibly using standards set by the State regarding financial hardship. Mr. Couture noted that, in Killingly, the water needs to be off. Mr. Lindia stated that he spoke with someone in Killingly and they do not have a policy.

Mr. Lee asked if everyone was okay with the form. There was no opposition stated. Mr. Lee suggested that the discussion on the policy be tabled to another meeting.

Motion was made by R.D. Lee to accept the WPCA Customer Waiver Form and to table the discussion on policy to a future meeting.

Second by D. Stuyanski. No discussion.

Motion carried unanimously by voice vote (4-0-0).

- d. Status update 98 Proulx Street.**

Mr. Lindia explained that he has spoken with the owner of the condo who is asking for something in writing regarding the dye test and the results. Mr. Couture will check with Killingly. Mr. Lindia would like to send that with the registered letter.

- e. Grant Funding Options that may be available for the Valve Replacement Project (Need updated report).**

Ms. Cates explained that a plan is needed and quotes need to be obtained before applying for a grant. There was discussion regarding whether it is needed to hire an engineering firm to inspect and determine the scope of the work or if it can be done without hiring someone. Mr. Couture suggested putting something together

and go out for an RFQ and get feedback from engineering firms on what it would cost to hire them to look at it.

Mr. Lee feels the best way is to hire an engineer to tell you what you need (that's your specifications), then go out to bid. This would need to be figured into the budget process for next year. Mr. Couture thinks the cost could be \$30,000 to \$40,000. Mr. Lee stated that a USDA loan could help fund the engineering cost. Mr. Sczorski offered to work with Mr. Lindia to start the process. Ms. Cates will forward contact information for USDA to them.

7. New Business

a. Discussion to raise hook-up rates.

Mr. Lindia stated that Mr. Stuyniski had suggested that Brooklyn mirror Killingly's hook-up rates which have been increased to \$3,000 for residential and \$3,500 for commercial. Mr. Sczorski stated agreement.

Motion was made by D. Stuyniski to raise the hook-up rates to \$3,000 for residential and \$3,500 for commercial.

There was discussion that, per the Ordinance, changes would need to go to a Town meeting. Mr. Tanner suggested a subcommittee to go over the Ordinance to determine if there are other things the Authority may want to change at the same time.

There was no second to the motion.

Motion failed.

Motion was made by D. Lindia to table discussion regarding raising the hook-up rates to next month.

Second by C. Sczorski. No discussion.

Motion carried unanimously by voice vote (4-0-0).

b. Budget

Ms. Cates did not have anything to present.

Mr. Lee noted that the following will be need to be included: legal counsel; paid staff secretary; maintenance. He explained that he doesn't want to back into a budget based on what we think we need to pay Killingly. We need to build a budget based on what we think our expenditures are going to be and then, how to fund that. There was discussion.

Mr. Lee offered to work with Ms. Cates on the budget.

c. Review Financials

Ms. Cates explained that the financial reports are from the previous month (December 31st).

d. Approve Bills

Motion was made by R.D. Lee to authorize the payment of the following:

Voucher #1398 - \$2,442.89.

Second by C. Sczorski. No discussion.

Motion carried unanimously by voice vote (4-0-0).

Motion was made by R.D. Lee to **authorize the payment of the following:**

Voucher #1399 - \$4,273.20

Second by C. Sczorski. No discussion.

Motion carried unanimously by voice vote (4-0-0).

8. Additions to the Agenda - None.

9. Correspondence - None.

10. Public Comment – None.

11. Adjournment (next meeting February 28, 2024)

Motion was made by R.D. Lee to adjourn at 7:18 p.m.

Second by D. Stuykowski. No discussion.

Motion carried unanimously by voice vote (4-0-0).

Respectfully submitted,

J.S. Perreault

Recording Secretary

Attachments: WPCA Customer Waiver Form

Revenue Report 12/31/2023

Expenditure Report 12/31/2023

Voucher #1398

Voucher #1399