



## TOWN OF BROOKLYN

P.O. Box 356 - Route 6 and 169  
BROOKLYN, CONNECTICUT 06234

OFFICE OF SELECTMEN  
(860) 779-3411 Option 2

TOWN CLERK  
(860) 779-3411 Option 4

TAX COLLECTOR  
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ASSESSOR  
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### Brooklyn Water Pollution Control Authority

#### Special Meeting

Monday, July 3, 2023

7:00 pm via Zoom & the Community Center  
Upper Level 31 Tiffany Street, Brooklyn, CT

#### Join Zoom Meeting

<https://us06web.zoom.us/j/89278089768?pwd=cjdZeEFwRzFJOVFnSkNqSUyL284QT09>

Meeting ID: 892 7808 9768

Passcode: 264897

One tap mobile

+13017158592,,89278089768# US (Washington DC)

+13052241968,,89278089768# US

### MINUTES

1. **Call to Order:** Chair, Derek Lindia called the meeting to order at 7:18 p.m.
2. **Attendance:** Derek Lindia; Dann Stuyniski; Charles Sczorski (via telephone).

**Also Present:** Austin Tanner, First Selectman; Joe Couture, Killingly Plant Superintendent; Shelley Cates, Brooklyn Finance Director; Lisa Lindia; J.S. Perreault, Recording Secretary.  
Al Carpenter, Civil Engineer and Consultant to the Brooklyn WPCA, was absent with notice.

3. **Public Comment** – None.
4. **Approve Minutes**
  - a. **Regular Meeting of April 26, 2023**

Motion was made by C. Sczorski to accept the Minutes of the Regular Meeting of April 26, 2023, as presented.  
Second by D. Stuyniski. No discussion.  
Motion carried unanimously by voice vote (3-0-0).

5. **Update from Killingly**

Joe Couture reported that he did not have anything new.

- a. **Status regarding a credit card with Lowes or a Grainger account.**

There was discussion with Shelley Cates. Ms. Cates explained that she had set up for a \$5,000 limit. She will forward the information to Mr. Couture later in the week and he will set up an online account. She explained that, with a quote, Mr. Couture would be able purchase up to \$5,000 and she explained that there will be an open PO for up to \$1,000. She will re-assess every month.

There was discussion regarding Lowes. Ms. Cates will set up a Lowes card also. She will confirm the credit limits which, she expects, will be similar. There was discussion regarding emergency purchases.

6. **Update from Al Carpenter** – Mr. Carpenter was not present – No update.
  - a. **USDA possibility** – No discussion.

## 7. Old Business

### a. Discussion regarding re-connection fees/Town Ordinance.

S. Cates explained that this had been discussed and decided upon at a previous meeting.

L. Linda explained that they cannot use Permit Link and that Mr. Couture personally brings the information to her office.

### b. Update on Sewer back-up at Hank's

A. Tanner read aloud an e-mail (dated June 27, 2023) from WalMart headquarters which explained that he had been in contact with the wrong person up to this point. They will forward the correct contact to Mr. Tanner. It is expected that action will be taken soon.

There was discussion with Ms. Cates regarding the bills and deductibles for this incident. Mr. Tanner will review the information and get back to Ms. Cates.

## 8. New Business

### a. Approve Bills

Ms. Cates explained that, although the WPCA Members had reviewed the vouchers that would have been presented for approval at their two meetings that had been cancelled (May 31, 2023 and June 28, 2023), they need to officially vote on them.

Motion was made by D. Stuyanski to approve Voucher #1585 - \$12,789.21 and Voucher #1584 - \$1,326.12 which would have been presented for approval at the May 31, 2023 meeting which had been cancelled.

Second by C. Sczorski. No discussion.

Motion carried unanimously by voice vote (3-0-0).

Ms. Cates noted that there had been a correction to the June vouchers.

Motion was made by C. Sczorski to approve Voucher #1608 - \$2,545.85, Voucher #1609 - \$1,322.14 and Voucher #1630 - \$15,000.00 which would have been presented for approval at the June 28, 2023 meeting which had been cancelled.

Second by D. Stuyanski.

There was discussion regarding an increase in electrical at Tatnic Pump Station and about recurrent pest problems.

Motion carried unanimously by voice vote (3-0-0).

### b. Draft of Budget

Regarding the concern for how we got to the financial state that we are in, Ms. Cates explained that it had not been noticed. It had not been red-flagged to look at closer.

Ms. Cates provided the following documents for review/discussion:

- Audit for this past FY 2021/2022 and for FY 2020/2021, including the following:
  - Statement of Activities for Years Ended June 30, 2022 and June 30, 2021
  - Statement of Fund Net Position, Proprietary Funds, June 30, 2022 and June 30, 2021
  - Statement of Revenues, Expenses, and Changes in Fund Net Position, Proprietary Funds, For the Years Ended June 30, 2022 and June 30, 2021
  - Statement of Cash Flows, Proprietary Funds, For Years Ended June 30, 2022 and 2021Ms. Cates explained that, per the above documents, you can see that we have been in a negative cash position for a couple of years,
- Ms. Cates also provided (and displayed) a document showing the information that she compiled, since she was unable to find an outlined Budget from FY 2020/2021. It also shows FY 2021/2022, and 2022/2023.

Ms. Cates explained about the pattern (over the three years) of under-budgeting and spending more than what was collected. She said that we need to look into how it happened and how to fix it.

- An e-mail from Al Carpenter (dated June 30, 2023) was provided to Authority Members, in which he suggests different scenarios for increasing rates.

Discussion ensued. Topics of discussion:

- Killingly contract. Mr. Tanner provided a copy to Ms. Cates and she will forward copies to Authority Members. Mr. Lindia spoke about a 55 percent increase. Mr. Lindia will forward the e-mail to Ms. Cates and she will look into it.
- Killingly Use Fee and Upgrade. Projected vs. Actual.
- Ms. Cates explained that he did not feel comfortable with putting in projects such as the Air Release Valves. She spoke of different scenarios that she had come up with for increases, which would provide for a \$22,000 Capital Improvement Fund (or it could be called something else), which could be built upon or go toward pumps, etc. There are potential other funding opportunities such as USDA or LOSOP. She referred to the information that Mr. Carpenter had provided. However, Ms. Cates explained that she estimated that a 100 percent increase (across the board) is needed to have a balanced budget of 1.053. To get ahead, it would need to be more.
- Uncollectable Rates had not been taken into account in the past. The WPCA has an average non-collection rate of 17% over the past three years. This percentage may increase with a large rate increase.

### c. Discussion of bill rate

D. Stuyviski suggested increasing the rate for the jail to more than 100 percent. Mr. Lindia expressed disagreement as you can't pick and choose arbitrarily. Ms. Cates expressed agreement. Mr. Stuyviski suggested increasing all commercial to 125 percent. Ms. Cates explained that an increase to all commercial had been done in the past. Discussion ensued. C. Sczorski explained his position that he feels that the increase should be 100 percent across the board. Mr. Tanner explained that he does not think there would be a problem justifying increasing all commercial to 125 percent and that he does not like the 100 percent increase, but there is a responsibility to try to balance the budget. There was discussion regarding commercial actuals vs. commercial fixed rates. Mr. Tanner suggested that someone look into nursing homes in other towns (are Brooklyn's numbers still accurate?).

Mr. Lindia suggested looking at a three-year increase: first year - 100 percent; second year - 30 percent increase; third year - another 30 percent increase.

Mr. Stuyviski explained his suggestion to raise commercial and metered by 125 percent because he feels that it is guaranteed money and would help to offset those who aren't going to pay. Mr. Sczorski expressed concern that there would be an increase in the number of users that don't pay. Mr. Lindia expressed disagreement. There was discussion regarding placing liens on those who don't pay and how the State changed the Lien Regulations. Discussion continued.

There was discussion regarding how much additional money would be provided by increasing commercial rates by 125 percent (not increasing the School). Ms. Cates quickly figured the new amounts and displayed and discussed this information. Mr. Stuyviski and Mr. Lindia continued to express disagreement with one another.

There was discussion regarding the usage of commercial users. Ms. Cates displayed information.

Motion was made by C. Sczorski to increase rates to 100 percent across the board, subject to public hearing.  
Second by D. Lindia. No discussion.  
Motion carried by voice vote (2-1-0). D. Stuyinski was opposed.

The Public Hearing could not be scheduled as it was not included on the Agenda for this Special Meeting. It was decided that a special Zoom meeting will be held to schedule the Public Hearing.

**d. Louise Berry Drive/Pollock. Extension.**

Mr. Carpenter was not present to give an update. L. Lindia stated that it has to go back before the IWWC. Mr. Couture commented that he needs full-size drawings.

**e. Motion needed to move the WPCA meetings to the Community Center.**

Motion was made by C. Sczorski to move the remainder of the WPCA meetings scheduled for 2023, to the Community Center, 31 Tiffany Street, Brooklyn, CT.  
Second by D. Stuyinski. No discussion.  
Motion carried unanimously by voice vote (3-0-0).

**9. Correspondence – None.**

**10. Public Comment**

- J.S. Perreault commented about the need for businesses in Town and didn't feel it would be good to charge them more.  
L. Lindia expressed agreement.

**11. Adjournment (next meeting July 26, 2023) – Mr. Tanner gave a reminder that a Special Meeting would be needed sooner to schedule the date for the Public Hearing.**

**D. Lindia adjourned the meeting at 8:41 p.m.**

Respectfully submitted,  
J.S. Perreault  
Recording Secretary

**Attachments:**

- Voucher #'s 1584, 1585, 1608, 1609 and 1630.
- Three-Year Budget-to-Actual Comparison
- Statement of Activities for FYE 6-30-2021 and FYE 6-30-2022
- WPCA Audit Statements for FYE 6-30-2021 and 6-30-2022.
- Cash Flow (6-27-2023)
- Rate Increases Proposed.
- E-mail from Al Carpenter (dated June 30, 2023).
- Draft Proposed Budget #1