



## Town of Burlington

### WATER POLLUTION CONTROL AUTHORITY

Regular Meeting Minutes

October 25, 2023 – 7:00 p.m.

**Members Present:** Chairman Eric Eggleston; Commissioners: Gerald Bryant, Charles Lanfair, Barbara Locurto, Steven Perry; Mark Smaldone; Tax Collector Allison Breithaupt

**Others Present:** Doug Thompon, First Selectman

#### 1. Call to order

The meeting was called to order at 7:00 PM

#### 2. WPCA Budget Discussion

Commission discussed budget accounts with First Selectman to understand history and rationale for nomenclature. The question was raised regarding combining various accounts to more clearly understand which accounts were paying and receiving funds, related to the three Sewer Districts and Commission overhead budgets. A question was raised regarding the negative balance in the WPCA Sewer Assessment fund; this was better understood due to three payments to Farmington in 2020-2022 before the assessments were levied on users.

Motion (Perry/Bryant): To create a new Agenda Item 3 regarding Requests for Proposals for Sewer Connection Oversight.

Motion carried unanimously.

#### 3. Requests for Proposals for Sewer Connection Oversight

Discussion of need for a third-party administrator for permitting and inspecting new connections. Discussion regarding potentially requiring all residents in the sewer districts to connect, causing additional requirements for permits and inspection that Building Department and Department of Public Works are unable to fulfill. In discussions with those departments, they are also wishing to move away from permitting and inspecting altogether, even for occasional single-home hookups. The decision of the Commission was to contact the Town's legal counsel to describe the issue and plan out a potential RFP process, and also to start planning out the process for these connections involving the town, Bristol-Burlington Health District, and the new permitter/inspector to streamline the process moving forward. A second potential source would be the Town of Farmington to support permitting/inspecting; this will also be discussed with Town Counsel.



## Town of Burlington

#### 4. Public Comment

None

#### 5. Approval of Minutes from the August 23, 2023 Regular Meeting

Motion (Perry/Smaldone): To approve the minutes from the September 27, 2023 Regular Meeting.

Motion carried unanimously.

#### 6. Approval of Invoices

Farmington – Plant Upgrade 2023 Assessment Payment (\$45,088.58)

Motion (Bryant/Perry): To approve Town of Farmington Invoice in the amount of \$45,088.58

Motion carried unanimously.

F.R. Mahoney – Work related to Invoice OX43486 (\$3,478.43)

Motion (Perry/Lanfair): To approve F.R. Mahoney Invoice Number OX43486 in the amount of \$3,478.43

Motion carried unanimously.

#### 7. New Business

The Commission agreed to continue meeting the 4<sup>th</sup> Wednesday of each month and the schedule request was signed and turned in to Town Hall.

#### 8. Correspondence

None.

#### 9. Adjournment

Motion (Bryant/Perry): to adjourn

Motion carried unanimously (7:45 PM).

Respectfully submitted:

Eric Eggleston