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REC'D BY: C. M. E.

Minutes of the Regular Monthly Meeting of the
Suffield Water Pollution Control Authority & Treatment Facility
March 10, 2026

MEMBERS PRESENT:

Daniel Holmes, Chairman
Travis Watroba, Vice
Chairman
Todd Mervosh, Treasurer
Frank Bauchiero
Michael Blanchette
Nick Shute

MEMBERS ABSENT:

John Murphy

ALSO, PRESENT:

Jamie Kreller, Superintendent
Julie Nigro, Business Administrator
Anna Clark, Assistant Business Administrator
Attorney Andrew Lord, WPCA Legal Representative
Frances Cameron: Woodard & Curran Representative
Sandra Dawson: Town Bond Council from Pullman &
Comley LLC

1. CALL TO ORDER:

- Daniel Holmes called the Regular Monthly Meeting for March 10, 2026 to order at 7:00 pm. Michael Blanchette arrived at 7:01 pm and Travis Watroba at 7:05 pm.

2. CITIZEN INPUT: None

3. APPROVAL OF MINUTES:

- February 13, 2026 Special Meeting Minutes, Review & Approval
 - Todd Mervosh motioned to approve the February 13, 2026 Special Meeting Minutes.
 - Nick Shute seconded the motion; Frank abstained due to absence; motion passed

4. CHANGES TO THE AGENDA:

- Daniel Holmes asked for an addition to New Business item 9f: 540 East Street North – Sewer Capacity
 - Frank Bauchiero motioned to approve the addition to New Business item 9f: 540 East Street North – Sewer Capacity
 - Nick Shute seconded the motion; motion passed unanimously.

5. CHAIRMAN'S UPDATE:

- Daniel Holmes announced that the Business Administrator Julie Nigro will be retiring with her last day being March 31, 2026 and expressing appreciation for her years of service and dedication to the WPCA.

6. TREASURER'S REPORT: – Todd Mervosh reported the following:

- Administration (O&M) Bills 2025/2026: \$163,190.08
- RCM Bills 2025/2026: \$0
- Administration fund distribution (February payroll): \$84,982.60

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- Frank Bauchiero motioned to accept the Treasurer's report.
- Travis Watroba seconded the motion; motion passed unanimously.

7. STAFF REPORTS:

a. Superintendent's Report – Jamie Kreller reviewed his report and highlighted the following:

- The WPCA is below the year-to-date allotment of solids disposal in accordance with the MDC agreement.
- A new contract with MDC is expected to be received in April, at which time updated costs will be reviewed. MDC rates have increased between 14% - 16% annually over the past several years.
- A sanitary overflow occurred at 357 Hickory Street. Investigation initially indicated a lateral issue; however, further inspection revealed a break in the main line.

b. Business Administrator's Report – Julie Nigro reported the following:

- The budget variance report through the end of January for fiscal year 25/26 is 56% unexpended vs 42% unexpended.
- The WPCA collected \$336.26 (2.13%) of the major delinquent list in February.
- The overall delinquent amount, through the end of February, is \$196,153.98 with \$153,070.31 being the 2025 sewer usage bill.
- The current February 2026 collection rate is 92.60%. The February 2025 collection rate was 96.61%.

8. OLD BUSINESS:

a. Stony Brook Design

Frances Cameron stated the following:

- Surveying work has been subcontracted to WSP to prepare easement acquisition plans.
- A draft easement plan is expected to be completed within the next week for review. Once approved, the remaining easement plans will be prepared.
- Survey crews will also perform field work related to easement locations. One property, 849 Branch Road, requires additional evaluation because the proposed easement does not align with property lines.
- Remaining items required for the Clean Water Fund (SRF) loan application include: Easement acquisition and Borrower authorization. Once these items are completed, the Town can finalize the submission package to the Connecticut Department of Energy and Environmental Protection.
- Legal counsel will provide certification confirming all easements have been obtained as part of the loan package.

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9. NEW BUSINESS:

Julie Nigro read the following statement:

- a. The discussion and approval to adopt the resolution entitled, “RESOLUTION OF THE WATER POLLUTION CONTROL AUTHORITY OF THE TOWN OF SUFFIELD REGARDING FINANCING OF THE [STONY BROOK INTERCEPTOR PROJECT].”

A copy of the resolution has been provided to you as an Exhibit to the Agenda. Before taking action, I propose waiving the reading of the entire resolution. However, the entire resolution will be incorporated into the minutes.

Is there a motion to waive reading?

- Travis Watroba motioned to waive reading

Is there a second?

- Frank Bauchiero seconded the motion
- Motion to waive passed unanimously

Is there any discussion regarding the resolution?

- No discussion

Is there a motion to approve and adopt the resolution?

- Frank Bauchiero motioned to approve and adopt the resolution

Is there a second?

- Travis Watroba seconded the motion
- Motion to approve and adopt passed unanimously

b. Sewer connection at 539 North Main Street

- Jamie Kreller discussed the responsibility related to a sewer lateral connection cost of approximately 40ft from lateral cap to 539 North Main Street property line with additional cost of pump and basin that was written in a letter dated September 4, 1990.
- Commission members discussed this at length with a consensus that the WPCA should honor the letter from the lateral cap to property line with paying for the pump and basin. However, the required manhole is at property owner’s expense as well as any maintenance to the manhole and lateral line.

c. Business Administrator Retirement and Position

Jamie Kreller requested the following:

- Posting the 40 hour per week Business Administrator position on Wednesday March 11, 2026, with proposed salary range of \$80,000 - \$99,900. Final salary determination delegated to the Superintendent and Chairman.

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- Frank Bauchiero motioned to approve the posting of the Business Administrator and the delegation of salary.
- Travis Watroba seconded the motion; motion passed unanimously

- Also requested the possibility of posting for the Assistant Business Administrator position after the Business Administrator position is filled. With pay being \$27-\$34 per hour and anticipated 20-25 hours per week. Final salary determination delegated to the Superintendent and Chairman.
 - Frank Bauchiero motioned to approve the above posting if there will be a need.
 - Nick Shute seconded the motion; motion passed unanimously

d. Sewer Connection and Repair Permit Bond

Jamie Kreller discussed the following:

- The current bond amount for sewer connections and repair permits is set at \$2,500
- Increase bond amount to \$5000 to protect WPCA in cases where contractor work damages infrastructure.

e. Draft 2026/2027 budget

Julie Nigro highlighted the following:

- Sewer Use fee to increase from \$400 to \$410
- Kent Farm Use fee to increase from \$460 to \$470
- Commercial rate to increase from \$9.57 to \$9.85

f. 540 East Street North - Sewer Capacity

- Frank Bauchiero motioned to approve the sewer capacity for 540 East Street North
- Travis Watroba seconded the motion; motion passed unanimously

ADJOURNMENT:

- Frank Bauchiero motioned to adjourn the Regular Monthly Meeting of March 10, 2026 at 8:40 pm.
- Todd Mervosh seconded the motion; the motion passed unanimously.

Respectfully submitted,

Anna Clark

Assistant Business Administrator

**For paper or electronic copy of the entire meeting packet
please contact the WPCA**

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EXHIBIT A

RESOLUTION OF THE WATER POLLUTION CONTROL AUTHORITY OF
THE TOWN OF SUFFIELD REGARDING FINANCING OF THE STONY
BROOK INTERCEPTOR REHABILITATION PROJECT

WHEREAS, the Town of Suffield, Connecticut (the "Town") has made application to the State of Connecticut for project funding in an amount not to exceed \$4,602,000 for the planning, design and construction of the Stony Brook Interceptor Rehabilitation Project (the "Stony Brook Interceptor Rehabilitation Project").

NOW THEREFORE BE IT RESOLVED:

Section 1. That it is in the best interests of the Town of Suffield, Water Pollution Control Authority to obligate funds in an amount not to exceed \$4,602,000 for the planning, design and construction of the Stony Brook Interceptor Rehabilitation Project.

Section 2. That it is in the best interests of the Town of Suffield, Water Pollution Control Authority to file applications and enter into agreements with the State of Connecticut Department of Energy and Environmental Protection for the planning, design and construction of the Stony Brook Interceptor Rehabilitation Project. In furtherance of this resolution, the First Selectman of the Town of Suffield, or the First Selectman's designee, is duly authorized to enter into and sign said agreements on behalf of the Town of Suffield, Water Pollution Control Authority. The First Selectman for the Town of Suffield, or the First Selectman's designee, is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said agreements and to execute any amendments, rescissions, and revisions thereto.