

RECEIVED

By Michele Urch at 4:02 pm, May 19, 2026

Minutes of the Regular Monthly Meeting of the
Suffield Water Pollution Control Authority & Treatment Facility
May 12, 2026

MEMBERS PRESENT:

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

MEMBERS ABSENT:

ALSO, PRESENT:

Jamie Kreller, Superintendent
Anna Clark, Business Administrator
Patrick Compton: Woodard & Curran Representative
Attorney Andrew Lord: WPCA Legal Representative

1. CALL TO ORDER:

- Daniel Holmes called the Regular Monthly Meeting for May 12, 2026 to order at 7:05 pm.

2. CITIZEN INPUT: None

3. APPROVAL OF MINUTES:

- April 14, 2026 Regular Meeting Minutes, Review & Approval
 - John Murphy motioned to approve the April 14, 2026 Regular Meeting Minutes.
 - Todd Mervosh seconded the motion; Frank Bauchiero and Travis Watroba abstained due to absence; motion passed

4. CHANGES TO THE AGENDA: None

5. CHAIRMAN'S UPDATE: None

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

- Administration (O&M) Bills 2025/2026: \$106,125.30
- RCM Bills 2025/2026: \$25,324.67
- Administration fund distribution (April payroll): \$84,810.80
 - Frank Bauchiero motioned to approve the Treasurer's report.
 - John Murphy seconded the motion; motion passed unanimously.

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7. STAFF REPORTS:

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

- The WPCA is 91 dry tons below the yearly allotment of solids disposal in accordance with the MDC agreement.
- New agreement with MDC became effective May 1.
- Quarterly DEEP and EPA reporting was completed successfully with no issues reported.
- New VFD for pump 1 at PS 1(Thompsonville Road) was installed.
- WPCA operators completed repair work for the fence at PS 13 (Stony Brook Drive). Installed new concrete supports below frost line, reinstalled section of fence, and repaved area.
- WPCA operators set up rigging and winch at PS 1 (Thompsonville Road) dry well to improve emergency maintenance access for new pump.
- Jamie Kreller and Anna Clark attended the Board of Finance meeting to present the WPCA budget. The following were discussed by the Board of Finance:
 - 1) Potential future review of prison and commercial sewer rates.
 - 2) Discussion regarding Lake Congamond and sewer service boundaries.
- Connecticut Interlocal Risk Management Agency (CIRMA) is scheduled to review WPCA safety procedures.
- Assistant Business Administrator position interviews will be performed on May 13th and 14th.

b. Business Administrator's Report – Anna Clark reported the following:

- The budget variance report through the end of March for fiscal year 25/26 is 35% unexpended vs 25% unexpended.
- The WPCA collected \$4048.06 (26.02%) of the major delinquent list in April.
- The overall delinquent amount, through the end of April, is \$167,470.67 with \$131,466.54 being the 2025 sewer usage bill.
- The current April 2026 collection rate is 93.91%. The 2025 April collection rate was 97.02%.

8. OLD BUSINESS:

a. Stony Brook Design - Patrick Compton reported the following:

- Woodard and Curran have developed a proposal for providing construction phase services for the Stony Brook Project. The commission has requested they evaluate opportunities to reduce the fee.
- Woodard and Curran will provide a bidding phase scope of services only to help maintain project schedule as they work on revising the construction phase services proposal.

9. NEW BUSINESS:

a. Brookhill Suffield LLC bond decrease request– Attorney Carl Landolina addressed the following:

- The developer is requesting the release of the easement that was granted to the WPCA in 2017 because that easement conflicts with the approved building layout and no sewer infrastructure currently exists within the area.
 - The Commission agreed to review original easement history to and have our engineer further evaluate the request prior to the next meeting.

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- The developer is also requesting a decrease in the performance bond value. Mr. Landolina explained that the developer has received contractor bids between \$160,000 and \$220,000, which will make it difficult for the developer to secure a \$750,000 bond.
 - The Commission expressed concern over the cost difference and agreed that additional review was necessary before bond modifications occur.

b. Set 2026/2027 Sewer Use Rates & Approve 2026/2027 Budget

- Frank Bauchiero motioned to approve the 2026/2027 budget and set the 2026/2027 sewer use rates.
- John Murphy seconded the motion; motion passed unanimously.

c. Revision of Lien Recording Policy

- Due to the changes in the Connecticut General Statutes § 7-258, the Commission asked Jamie and Anna to review our current Lien Recording policy. A revised Lien Recording Policy was presented to the commission.
 - John Murphy motioned to approve the revision of lien recording policy from 11 months to 3 months.
 - Frank Bauchiero seconded the motion; motion passed unanimously.

d. Sewer capacity renewal for 539 North Main Street

- Travis Watroba motioned to approve the sewer capacity renewal for 539 North Main Street.
- Nick Shute seconded the motion; motion passed unanimously.

e. Sewer capacity for one EDU for combined Map Block lots 74 H 4 56, 63 H 44 64 B, and 75 H 44 57

- Frank Bauchiero motioned to approve the sewer capacity for one EDU for combined Map Block lots 74 H 4 56, 63 H 44 64 B, and 75 H 44 57.
- John Murphy seconded the motion; motion passed unanimously.

ADJOURNMENT:

- Frank Bauchiero motioned to adjourn the Regular Monthly Meeting of May 12, 2026 at 8:22 pm.
- Travis Watroba seconded the motion; the motion passed unanimously.

Respectfully submitted,

Anna Clark

Business Administrator

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