

**BLRWPCA MEETING MINUTES
WEDNESDAY, OCTOBER 30, 2024, AT 7:00 PM
IN-PERSON AT BOLTON TOWN HALL AND VIA ZOOM**

The BLRWPCA Board held its regular meeting on Wednesday, October 30, 2024, at 7:00 P.M. with Robert Morra presiding. Also in attendance were Jessica Webb, Richard Hayes, Dan Champagne, Jim Rupert, and Cheryl Udin Via Zoom. Additionally, present were Richard Barger (Town Attorney), Terry Hjarne (Vernon Tax Collector), and Robert Grasis (Vernon).

1. Call to Order.

The meeting was called to order at 7:00 PM by R. Morra.

2. Public Comment.

No public comment was made.

Robert Morra appointed Jim Rupert to fill the vacancy at the meeting, so could become a voting member.

3. Approval of Minutes:

Motion: Dan Champagne made a motion to accept all three sets of the minutes as presented in the packet.

1st – Dan Champagne
Yes: 5

2nd – R. Morra
Absent: 2

4. Consider and Act on waiving the interest fees accrued from June 2023 to October 2024 for Sarah Callahan, located at 30 Hillcrest, Bolton, CT.

Motion: The board made a motion to accept waive the interest fees from June 2023 to October 2024 for Sarah Callahan, 30 Hillcrest, Bolton, CT.

1st R. Morra
Yes: 5

2nd – Dan Champagne
Absent: 2

5. New Business: (Vernon Tax Collector)

a. Consider and Act on Collection Enforcement through Tax Sale.

Terry Hjarne's recommendation is to begin collection enforcement for properties owning assessment fees from October 2019 or older, as well as properties that own delinquent use fees from 2018. Letters have been sent out to the owners of the property as a formality. The properties are 5 Laurel Road, Bolton CT, 1075 Boston Turnpike, Bolton CT, and 10 Sunset Lane, Bolton CT.

Motion: R. Morra made a motion to approve the collection enforcement as recommended by the Tax Collector from Vernon.

1st: R. Morra
Yes: 5 Absent:2

2nd: R. Hayes

Motion: The Board made a motion to add user fees for an additional 14 units, effective as of the date the CO were issued for the seven units on the basement floor of the building located at 890 Boston Turnpike, Bolton, CT.

1st. R. Hayes
Yes: 5

2nd – D. Champagne
Absent:2

**7. Additional Matters & Other Business:
a. Consider and Act on 2025 Meeting Dates**

Wednesday, January 29, 2025
Wednesday, February 26, 2025 (Public Hearing)
Wednesday, April 30, 2025
Wednesday, July 30, 2025
Wednesday, October 29, 2025

Motion: The Board made a motion to approve the 2025 Meeting Dates as presented.

1st: R. Morra
Yes: 5

2nd: D. Champagne
Absent:2

8. Executive Session to discuss contract negotiations with Coventry regarding a sewer extension into Coventry.

Motion: The board moved to enter Executive Session at 7:32 PM

1st. R. Hayes
Yes: 5

2nd – D. Champagne
Absent:2

9. Adjournment.

Motion: The meeting was adjourned by D. Champagne at 8 PM.

1st. D. Champagne
Yes: 5

2nd - R. Hayes
Absent:2

Respectfully Submitted,
Suellen Kamara

Please see the minutes of subsequent meetings for corrections to these Minutes and any corrections hereto.



**Bolton Lakes Regional Water Pollution Control Authority
Collector of Revenue**

8 PARK PLACE, VERNON, CT 06066

Tel: (860) 870-3660

Fax: (860) 870-3585

TO: Bolton Lakes Regional Water Pollution Control Authority Board

FROM: Terry Hjarne, Collector of Revenue Bolton Lakes Regional WPCA, Vernon Connecticut

DATE: January 16, 2025

SUBJECT: Tax Sale to Collect on Delinquent Bolton Lakes Regional Water Pollution Control Authority Assessments and Sewer Use

CC: Jill Collins, Chief Financial Officer, Bolton Connecticut
John Kleinhans, Town Administrator, Vernon Connecticut

Demand notices were sent in September 2024 to two property owners with delinquent assessments as well as the owner with delinquent use dating back to bills owed in 2018. The delinquent use property owner has also received a notice warning of collection through tax sale.

On November 7th payments were received for 5 Laurel Road which paid the delinquent Use in full, and made significant payments to Assessment paying the 2018, 2019, and all but \$20.00 of the 2020 bills. Criteria having been set at those who owed from 2018 bills or older, this property is no longer in the tax sale.

November 25th was the last day for Assessment payments on the 2024 bills, since delinquent interest is a consideration in the collection process delinquent balances were printed with December interest and sent to Attorney Cohen for collection on December 2nd. Attorney Cohen sent Demands on December 2nd to property owners of 1075 Boston Turnpike, and 10 Sunset Lane.

Having given sufficient time for a reponse and or payments, none being received, the Tax Sale process has begun for the two remaining properties. This sale is scheduled to be held on April 1st in the Vernon Town Hall, Third Floor Council Chambers at 1PM.

EXPENDITURES

Operation and Maintenance Costs	Unaudited					
	FY2025 as 1/20/25	FY2024	FY2023	FY2022	FY2021	FY2020
Sewer Use Charges (Manchester)	\$ 47,642.00	\$ 60,575.00	\$ 55,597.00	\$ 54,508.00	\$ 61,516.00	\$ 69,751.00
Maintenance/Repair	\$ 21,160.00	\$ 37,418.00	\$ 34,617.00	\$ 27,503.00	\$ 28,706.00	\$ 16,358.00
Odor Control Monitoring/Chemicals	\$ 600.00	\$ 1,200.00	\$ 1,100.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00
Odor Control Chemicals/Supplies	\$ 12,503.00	\$ 18,005.00	\$ 18,993.00	\$ 23,058.00	\$ 30,442.00	\$ 23,011.00
Septic Pumping	\$ -	\$ 3,883.00	\$ 465.00	\$ 1,165.00	\$ 1,207.00	\$ 1,895.00
Miscellaneous	\$ -	\$ 2,921.00	\$ 2,440.00	\$ 10,610.00	\$ 5,114.00	\$ -
Equipment	\$ -	\$ 12,963.00	\$ 18,846.00	\$ 23,411.00	\$ 11,495.00	\$ 8,138.00
Operation and Maintenance Costs Total	\$ 81,905.00	\$ 136,965.00	\$ 132,058.00	\$ 141,455.00	\$ 139,680.00	\$ 120,353.00
Administrative Costs						
Engineering	\$ 7,222.00	\$ 17,254.00	\$ 26,320.00	\$ 36,671.00	\$ 36,848.00	\$ 4,785.00
Miscellaneous	\$ 6,172.00	\$ 11,233.00	\$ 18,232.00	\$ 11,633.00	\$ 6,659.00	\$ 2,915.00
Administrative Costs Total	\$ 13,394.00	\$ 28,487.00	\$ 44,552.00	\$ 48,304.00	\$ 43,507.00	\$ 7,700.00
Total	\$ 95,299.00	\$ 165,452.00	\$ 176,610.00	\$ 189,759.00	\$ 183,187.00	\$ 128,053.00

Only 2 payments have been made to the Town of Manchester

Rupert, Jim

From: Mike Ruef <mruef@coventry-ct.gov>
Sent: Tuesday, January 14, 2025 9:00 AM
To: Rupert, Jim
Cc: Robert Morra; William Watkins; James Drumm
Subject: RE: (EXTERNAL MESSAGE)sewer connection
Attachments: BLRWPCA Budget Summary FY2020 - FY 2023 with Coventry Fee%.xlsx

External (mruef@coventry-ct.gov)

[Report This Email](#) [View My Quarantine](#) [Protection by Novus Insight](#)

Hi Jim, we had a miscommunication and thought we sent this to you a month ago, I apologize.

Hello BLRWPCA Members and staff, thank you for your patience and the opportunity to propose rates and fees for the connection into and use of your sewer system.

We re-ran the flow calculations compiled by Fuss & O'Neill years ago and believe they were much too high. Actual flow from Coventry will be closer to 3,000 gallons per day. We apologize for any confusion this has caused.

We estimate that upon connection Coventry will be 9% of total flow to Manchester (3,000 of 33,000 gpd).

Connection Fee: \$375,000

Flow-based connection fee is difficult because neither Town is anywhere near its max allotted capacity. Coventry will pay a one-time connection fee of \$375,000.

Quarterly Use Fees:

- Use fees shall be based on flow meter readings. Coventry will install and own a flow meter at the Bolton / Coventry Town Line. The meter will be calibrated annually at Coventry's expense and calibration reports will be sent to the BLRWPCA.
- Coventry will pay a flow – proportioned amount of shared expenses in the BLRWPCA budget (9% of Manchester Use Charges & Odor Control) , and a parcel-proportioned percent of Administrative Costs (6.5%). See attached spreadsheet.

Capital Repairs to Shared Infrastructure: Based on % Flow

Future repairs / capital expenses for shared infrastructure (shared pipes and bioxide station) will be based on actual flow % on date bids/ quotes are received. Due to fluctuation in flows; meter readings from the previous 4 quarters shall be averaged.

Please let me know if you have any comments or questions. Thanks!

- Mike

From: Rupert, Jim <jrupert@boltonct.gov>
Sent: Monday, January 13, 2025 3:12 PM
To: James Drumm <jdrumm@coventry-ct.gov>; Mike Ruef <mruef@coventry-ct.gov>

Cc: Robert Morra <rmorra@boltonct.gov>

Subject: (EXTERNAL MESSAGE)sewer connection

Gentlemen,

A while back we met in Vernon to discuss the proposed extension of the sewer into Coventry. Our team was of the impression that you were going to meet with your team and come back to us. BLRWCA will have a meeting on the 29th and I would like to be able to give them an update. To that end I am hopeful that you will be able to get back to me with some information or perhaps a timetable for the next discussion.

Thank you so very much for your time and attention to this issue.

Regards,

Jim Rupert
BLRWCA Administrator

BLRWPCA EXPENDITURES from 1/31/2024 Meeting

Operation and Maintenance Costs	FY2023	FY2022	FY2021	3 year Average
Sewer Use Charges (Manchester)	\$55,597	\$54,508	\$61,516	\$57,207
Maintenance/Repair	\$34,617	\$27,503	\$28,706	\$30,275
Odor Control Monitoring/Chemicals	\$1,100	\$1,200	\$1,200	\$1,167
Odor Control Chemicals/Supplies	\$18,993	\$23,058	\$30,442	\$24,164
Septic Pumping	\$465	\$1,165	\$1,207	\$946
Miscellaneous	\$2,440	\$10,610	\$5,114	\$6,055
Equipment	\$18,846	\$23,411	\$11,495	\$17,917
Operation and Maintenance Costs Total	\$132,058	\$141,455	\$139,680	\$137,731
Administrative Costs				
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Engineering	\$26,320	\$36,671	\$36,848	\$33,280
Miscellaneous	\$18,232	\$11,633	\$6,659	\$12,175

Administrative Costs Total	\$44,552	\$48,304	\$43,507	\$45,454
Total Expenses	\$176,610	\$189,759	\$183,187	\$183,185

% Coventry should pay based on % flow (3,000 GPD/ 33,000) **Estimated Use Fees Coventry would pay annually**

9%	\$5,149
9%	\$105
9%	\$2,175

\$7,428

% Coventry should pay based on % of properties in system (21/321)

6.5%	\$2,163
6.5%	\$791

\$2,955

\$10,383

6% of the BLR Budget would be used by Coventry
94% of the BLR Budget does not benefit Coventry