

Town of Brookfield, Connecticut  
Ad Hoc Sewer Authority Committee  
Minutes of Meeting of 2 November 2012

Present: Dan Smolnik, Chairman; Betsy McIlvaine, Rolf Enger  
Guest: Bill Davidson, First Selectman

The meeting was called to order at 2:04 pm. Without objection, the committee proceeded immediately to new business.

First Selectman Bill Davidson was recognized and remarked at length on the organization and operations of the WPCA.

Mr. Davidson commented that the WPCA operational work is excellent. He made the following recommendations:

1. Management – WPCA consider a professional daily manager to supervise its 4 employees. The employees act without any oversight. The position might be financed by reduced legal and engineering fees, as currently the attorney is overly involved in WPCA actions.
2. Town oversight – recommends an annual review by the Board of Selectmen presented by the Controller. This would ensure that the WPCA is:
  - a. meetings its obligation to pay off bonds (WPCA doesn't issue own bonds, so the Town is liable if the WPCA doesn't comply)
  - b. operating as a viable business

These issues may impact the Town's ability to maintain its credit rating. They can also impact relations with the local business community.

3. Information gathering – recommends we look at similar operations in nearby towns of similar size to guidance – Bethel, Ridgefield, New Milford and Newtown

Mr. Davidson left the meeting at 2:40.

#### Old Business

Mr. Smolnik and Mr. Enger attended the WPCA regular meeting on 24 October 2012. They commented that the attorney seemed very involved in the group's activities.

#### New Business

The following actions to study issues will be undertaken by the committee:

1. Legal – Mr. Smolnik – how much can operational legal and financial areas be separated
2. Operational – is Board of Selectmen acting in oversight role a good idea – Mr. Enger
3. Compare other towns organizations – Ms. McIlvaine

Committee members will exchange information by email to prepare for the next meeting.

The next meeting is scheduled for Friday 7 December 2012, 2:00 PM.

Minutes for the September and October meetings were approved.

There being no further business to come before the committee, the meeting was adjourned at 3:45 pm.

Respectfully Submitted,

Betsy McIlvaine  
Secretary

DRAFT