

BROOKFIELD WATER POLLUTION CONTROL AUTHORITY

Tuesday, July 28, 2015 Room 133 10:00 a.m.

SPECIAL MEETING APPROVED MINUTES

1. **Convene Meeting/Introductions** – Meeting convened at 10:00 am, with the following people in attendance: Irv Agard, Tulio Lopez, Kristi McPadden, Phil Kurtz, Nelson Malwitz, Roger Prinz, Paul Malmrose, Lesley Eckert
2. **Review and discussion of Tighe & Bond Study** - On July 28, 2015, a meeting was held at the Brookfield Town Hall to discuss the Sewer Rate Structure Study. The following are discussion items from this meeting.
 1. Results of the data analysis were discussed.
 - a. Statistics on sewer customers with connections to Aquarion Water Company and on wells were presented.
 - b. Statistics on quarterly water consumption were presented.
 - c. The number of sewer connections at Rollingwood Condos, Sandy Lane Village, and Silvermine Manor were discussed. Tighe & Bond will revise their analysis to include the appropriate number of sewer connections based on data provided by the WPCA.
 2. Water usage by sewer customers was discussed.
 - a. Tighe & Bond will provide an analysis of water usage by sewer customers with connections to Aquarion Water Company.
 - i. Typical usage for one, two, and three bedroom residential customers will be determined.
 - ii. Typical usage for commercial customers will be used to determine if current unit assignment is equitable.
 3. The four rate alternatives were discussed. Alternatives evaluated included:
 - a. Alternative No. 1
 - i. Only Commercial accounts charged based on water use.
 - ii. Commercial accounts without water usage charged according to existing billing system.
 - iii. Residential usage based on number of bedroom.
 - b. Alternative No. 2
 - i. All customers with metered water accounts charged based on water use and a flat fee.
 1. The flat fee is based on meter size.
 - ii. Residential and Commercial customers without metered water accounts charged according to existing billing system.
 - c. Alternative No. 3
 - i. All customers with metered water accounts charged based only on water use.
 - ii. Residential and Commercial customers without metered water accounts charged according to existing billing system.
 - d. Alternative No. 4
 - i. Similar to existing system except residential usage based on number of bedrooms.
 - ii. Commercial accounts charged according to existing billing system.

4. Tighe & Bond presented the Excel Rate Models of the current billing structure and the four alternative rate structures.
 - a. The WPCA expressed that they thought number of bedrooms was an accurate measure of water usage for residential customers.
 - b. The WPCA noted that the split between fixed and consumption based charges for Alternative No. 2 makes sense.
5. Revisions to the rate alternatives were discussed.
 - a. FYE 2016 financial data from the WPCA Operating, Restricted, and Capital Budgets for the Year Ended June 30, 2016 will be added to the rate model.
 - b. A 3% rate of increase for expenses other than Danbury Fees will be used.
 - c. The number of sewer customers will be increased by 10% for FYE 2016.
 - d. The number of bedrooms for 5 Nabby Rd and other developments will be revised based on data provided by the WPCA.
 - e. The number of sewer and water connections at Rollingwood Condos, Sandy Lane Village, and Silvermine Manor will be revised based on data provided by the WPCA.
6. Tighe & Bond presented a comparison of Brookfield sewer charges to neighboring communities.
 - a. The point was made that it is difficult to make a direct comparison because some municipalities include debt service in their annual sewer charge.
7. Revenue from residential versus commercial customers was discussed. Tighe & Bond will use the water usage data to evaluate if charges to commercial customers and residential customers are equitable.
8. The next Sewer Rate Structure Study meeting was scheduled for August 25, 2015 at 10:00 AM at the Brookfield Town Hall.
 - a. Tighe & Bond will present the revised data analysis reflecting the appropriate number of sewer connections for Rollingwood Condos, Sandy Lane Village, and Silvermine Manor.
 - b. Tighe & Bond will present typical usage for one, two, and bedroom residential customers and typical usage for commercial customers. Tighe & Bond will discuss the equitability of unit assignment based on water usage for customers that are connected to Aquarion.
 - c. The revised rate structure alternative models will be presented.

3. Adjournment

*** Next meeting scheduled for July 29, 2015 ***