

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
SANITARY WASTE COMMISSION MEETING
ESSEX TOWN HALL IMMEDIATELY FOLLOWING WPCA MEETING**

The Essex Sanitary Waste Commission Meeting was held on Monday, October 21, 2013 following the Water Pollution Control Authority meeting. In attendance were Chair Susan Malan, Al Wolfgram, Randel Osborne(5:17pm arrival), Robert VanHouten and Mark Reeves. Also in attendance: Kelley Frazier, Secretary to the Board and Lisa Fasulo, Health Director. Absent: Leigh Rankin and Ken Bombaci

CALL TO ORDER

The meeting was called to order by Chair Malan at 4:53 pm.

APPROVAL OF THE AGENDA

Upon a motion made by Mr. VanHouten and seconded by Mr. Reeves the Sanitary Waste Commission unanimously **VOTED** to approve the agenda.

APPROVAL OF PREVIOUS MEETING MINUTES

Upon a motion made by Mr. Reeves and seconded by Mr. VanHouten the Sanitary Waste Commission **VOTED** to approve the minutes from the September 16, 2013 Sanitary Waste Commission meeting as written. Ayes: Mr. VanHouten, Mr. Reeves and Ms. Malan Abstentions: Al Wolfgram

PUBLIC COMMENT Vistors/Guests

None

OLD BUSINESS

None

SWC Fee Schedule and BOS

The public hearing to discuss the fee schedule is set for December 8, 2013. After discussions with the Town Clerk, Ms. Malan will make sure it is clear that only the transfer station will no longer take cash, but cash transactions will still be taken by the Town Clerk. Ms. Malan will be meeting with Ms. Sterner to coordinate purchasing the card swipe and stickers which will begin being used on January 1, 2014. Ms. Fasulo will have a draft brochure to be reviewed by the Commission at the monthly meeting in November.

REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR

Mr. Caroline was not present.

REPORT – LISA FASULO, HEALTH DIRECTOR

Mr. Reeves asked if there were any regulations about how many people are legally allowed to live in a single family home. Ms. Fasulo said that there are no regulations unless there are problems with the septic system. There was a specific property that Mr. Reeves referenced, Ms Fasulo said she is aware of the situation and stated DCF and other State agencies are involved.

Mr. Wolfgram discussed the regulations for retail eat in versus a take out business. Ms. Fasulo said that she will monitor any business she feels are not abiding by these regulations.

REVIEW OPERATING AND INCOME STATEMENT

Ms. Malan discussed the financial statement. Water testing is still not being placed in the correct expense accounts.

NEW BUSINESS

Ms. Malan has contacted all members for reappointment to the Authority and all members are interested in being reappointed for another term.

Mr. Wolfram asked if the town still needs a Sanitary Waste Commission. He noted that much of the authority has been taken from this group and transferred to Public Works and the First Selectmen's office. He feels that we do not need this Commission. He noted that we are more an advisory commission. He asked if it was necessary for members to be part of both the Sanitary Waste Commission and the Water Pollution Control Authority? Ms. Fasulo noted that if the commission does disband, a subcommittee could be formed in the future if the need arises. Mr. Reeves would like this added to the agenda for next month's meeting to be discussed further.

Upon a motion made by Mr. Reeves and seconded by Mr. VanHouten, the Sanitary Waste Commission unanimously **VOTED** to have an item added to the November Sanitary Waste Commission meeting to discuss the viability of the Sanitary Waste Commission. The motion passed.

Ms. Malan discussed a request by Ms. Rankin that the meetings begin at 5:00 pm beginning January 1, 2014.

Upon a motion duly made and seconded, the Sanitary Waste Commission unanimously **VOTED** to have meetings start at 5:00 pm beginning January 1, 2014. The motion passed.

Mr. Randel asked if we could have any documents describing the authority of the Sanitary Waste Commission. Ms. Malan will send SWC ordinances to each commission member electronically before the next meeting.

ADJOURNMENT

On a motion duly made and seconded the Sanitary Waste Commission unanimously **VOTED** to adjourn at 5:40 p.m.

Respectfully Submitted

Kelley S. Frazier, Sanitary Waste Commission Clerk