

**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, February 24, 2014** following the Water Pollution Control Authority meeting. In attendance were Chair Susan Malan, Randel Osborne, Leigh Rankin and Robert VanHouten. Also in attendance were Kelley Frazier, Secretary to the Board and Lisa Fasulo, Health Director. Absent: Mark Reeves, Al Wolfgram and Ken Bombaci

CALL TO ORDER

The meeting was called to order by Chair Malan at 5:11pm.

APPROVAL OF THE AGENDA

Upon a motion made by Mr. Osborne and seconded by Ms. Rankin the Sanitary Waste Commission unanimously **VOTED** to approve the agenda.

APPROVAL OF PREVIOUS MEETING MINUTES

Upon a motion made by Mr. Osborne and seconded by Ms. Rankin the Sanitary Waste Commission unanimously **VOTED** to approve the minutes from the January 27, 2014 Sanitary Waste Commission meeting as written.

PUBLIC COMMENT Visitors/Guests

None

OLD BUSINESS

SWC Fee Schedule and BOS Update

The fee schedule brochure is being finalized. The Commission discussed a possible punch card for payment at the dump. Personnel at the facility believe this does not seem feasible. Stickers will be obtained from the Town Clerk.

Upon a motion made by Ms. Rankin to abandon the new fee schedule as presented and continue with the current fee of \$3.00 a bag. Opposed: Mr. Osborne, Ms. Malan and Mr. VanHouten. The motion did not pass.

Discussion continued regarding moving the shed and the Pearson shed so that dump employees can monitor dump usage. Residents should show a driver's license or mail to show proof of residency.

Upon a motion duly made the Sanitary Waste Commission unanimously **VOTED** to table this item until Executive Session.

Upon a motion made by Ms. Rankin and seconded by Mr. Osborne, the Sanitary Waste Commission unanimously **VOTED** to add an Executive Session at the end of the agenda.

REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR

Mr. Caroline was not present.

REPORT – LISA FASULO, HEALTH DIRECTOR

Ms. Fasulo discussed the Sanitary Waste revenue entries are not reflected accurately. Ms. Fasulo asked what the Commission would like to see on the financial sheets. Ms. Fasulo will work on reconciling the revenue numbers for the last year. The Commission would like to be able to compare the previous year numbers and to validate the expenses.

REVIEW OPERATING AND INCOME STATEMENT

The statement was reviewed.

NEW BUSINESS

None

ADJOURNMENT

Executive Session – Personnel Matter

On a motion duly made and seconded the Board unanimously **VOTED** to move into Executive Session at 5:32p.m. Ms. Fasulo was invited into Executive Session.

The Board Moved out of Executive Session at :_5:45 pm.

On a motion duly made and seconded the Sanitary Waste Commission unanimously **VOTED** to adjourn at 5:47p.m.

Respectfully Submitted

Kelley S. Frazier, Sanitary Waste Commission Clerk