**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT**

**WATER POLLUTION CONTROL AUTHORITY (WPCA) MEETING**

**ESSEX TOWN HALL 4:30PM**

The Essex Water Pollution Control Authority meeting was held on Monday, March 18, 2013. In attendance were Chair Susan Malan, Mark Reeves, Robert VanHouten, Ken Bombaci and Leigh Rankin. Also in attendance were Kelley Frazier, Secretary to the Board, Lisa Fasulo, Health Director and David Caroline, Public Works, Director. Absent: Randel Osborne and Al Wolfgram.

**CALL TO ORDER**

The meeting was called to order by Chair Malan at 4:32pm.

**APPROVAL OF THE AGENDA**

Upon a motion made by Mr. VanHouten and seconded by Mr. Reeves the Water Pollution Control Authority unanimously **VOTED** to approve the agenda.

**APPROVAL OF PREVIOUS MEETING MINUTES**

Upon a motion made by Mr. Reeves and seconded by Mr. Bombaci the Water Pollution Control Authority **VOTED** to approve the minutes from the February 2013 meeting as written.

**PUBLIC COMMENT**

Jennifer Rannestad , Executive Director and Jim Reynolds attended the meeting from Essex Meadows to discuss the onsite Septic Agreement between Essex Meadows and the Town of Essex for the 13 cottages at Essex Meadows. Both septic systems for the cottages and the apartments have recently been combined into a common DEEP permit and monitored by the State of Connecticut. The system for the cottages feed to the septic and then to a pump tank which pumps to second pump which pushes it across the road way and then feeds into a leaching system by the golf course. There are baffles and a settling tank before it reaches the leaching fields. This system is 5 years old. This system has been pumped out monthly since 2008. It was recommended that it be pumped out yearly, but Essex Meadows personnel feel that the monthly maintenance works better. The agreement states that there needs to be two funds held by the Town. These funds can be used for maintenance, inspections, testing. etc. The process is that the WPCA will oversee the funds and will approve a request by Essex Meadows to use the funds which are required to be paid back in 90 days. The original agreement required an initial funding of $52,000 and an additional $48,000 at the end of 5 years. The 5 year anniversary is in 2013 and Essex Meadows has requested the WPCA waived the additional funding requirement. Essex Meadows would like the Authority to consider the existing funds as sufficient. It was noted that Essex Meadows has a current reserve fund of approximately $2,000,000 for repairs or replacement.

Mr. Reeves feels that we do not need to ask for additional money from Essex Meadows. They have demonstrated that they have the funds in reserve to repair or replace the system. Mr. Bombaci agrees.

Ms. Malan would like to amend the agreement to cover both septic systems. We should have one agreement and one permit for the property. . It was questioned whether this would be difficult to do legally. She feels that the agreement should be amended to state that they maintain a level sufficient for reserves and replacement.. Mr. Reeves would like to sunset this any ongoing agreement Ms.. Fasulo said that she has received confirmation that the system has been pumped monthly since 2008. She feels that they are on top of this system.

Ms. Malan suggested they provide annually a financial statement showing they have sufficient money in reserves. She would like to have this in place until a new system is installed or a major repair takes place. She feels we no longer need the current agreement.

Ms. Rankin asked what the Town’s responsibility is to the DEEP. They do not have any responsibility because this is a private residence. She also asked if a new owner buys Essex Meadows what our responsibility to the residents is. This will be between the residents and the new landlord.

Ms. Fasulo would like to see the DEEP permit specifications.

Upon a motion made by Mr. Reeves and seconded by Mr. Bombaci the Authority unanimously **VOTED** to dissolve the current agreement with Essex Meadows in favor of another agreement which requires Essex Meadows’ management to provide to the WPCA a financial statement each year stating that they have $1,000,000 in reserve for Capital Improvement which will provide for repair and replacement of the system. After approval of this agreement, the Town will refund the money currently being held. The motion passed.

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Ms. Fasulo suggested that the WPCA look at DEEP permit before making this agreement.

Upon a motion made by Ms. Ranking and seconded by Mr. VanHouten, the Authority unanimously **VOTED** to table this item until further information can be researched.

**OLD BUSINESS**

**Facilities/Wastewater Management Plan – Lisa Fasulo**

It was noted that we may get $20,000 in the sinking fund. The costs for this plan may be less than anticipated.

**Pump Out Notices - Carmody**

After sending letters to the 15 most delinquent homes, Ms. Fasulo has been contacted or the owner has scheduled the pump out. The letter in tax bill and other information is working to inform residents. Carmody indicates that our town is having more pump outs than in the past. The Authority feels that we need to continue with the same tactics to get residents to comply. The Health Dept is trying to consolidate files. Ms. Fasulo asked if we can throw out paper documentation if the information is in Carmody. The Commission said that it could be scanned, but we need to keep it as Town documentation. It was noted that Carmody does have backup. The Authority would be agreeable to this if the backup is kept in Town Hall. Ms. Malan asked if the Town can receive a feed from Carmody or their offsite provider. Ms. Fasulo will research this option.

**Cesspool – 2018 Deadline**

No Update

**FYE 2013-14 Budget Discussion**

The $20,000 sinking fund will go into a capital sinking fund account

**Heating Oil Leak and DEEP Report**

The leak was reported on January 11, 2013 and has yet to be contained or corrected by DEEP . The original leaking tank was removed, but there was a pocket of oil released during excavation and the amount of soil originally thought to be contaminated was much, much larger. Ms. Malan has repeatedly asked DEEP: How is the oil getting into the storm drain? How do you know if other properties are affected? Is the river being contaminated? The DEEP stated on February 13, 2013 that the leak was hopefully 99% contained, however in a conversation with Ms. Malan on March 15, 2013 they said they had found is was not contained and had been continually leaking into the storm water pipes on Grand View Terrace, Grove Street and New City Road. Additionally the DEEP representative informed the Town and Ms. Malan that the booms they had installed in several catch basins to capture the oil before it could flow further through the storm water system, had twice been washed out in the heavy rains. The representative from DEEP informed Ms. Malan that a pipe would be sealed on either March 19 or 20th and that should stop the flow of oil into the storm water system. WPCA has asked for additional testing and monitoring as well as a full report from DEEP.. DEEP has been continually contacted by Ms. Malan as well as neighbors in the area repeated since the first report stating the odor was not reduced and there continued to be sheen on water in the storm water system on Grove Street and New City Road.

**REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR**

The road crews will be working on sweeping the streets and cleaning the catch basins as soon as there is no additional threat of snow.

**REPORT – LISA FASULO, HEALTH DIRECTOR**

No Additional Report.

**REVIEW OPERATING STATEMENT AND INCOME STATEMENT**

The Authority reviewed but no additional discussion occurred.

**NEW BUSINESS**

No Update

**ADJOURNMENT**

On motion duly made and seconded, the Water Pollution Control Authority unanimously **VOTED** to adjourn at 5:35pm.

Respectfully Submitted

Kelley S. Frazier, Water Pollution Control Authority Clerk