

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT
WATER POLLUTION CONTROL AUTHORITY SPECIAL MEETING
ESSEX TOWN HALL 4:30PM**

The Essex Water Pollution Control Authority Special Meeting was held on Monday, December 16, 2013. In attendance were Chair Susan Malan, Mark Reeves, Ken Bombaci, Randel Osborne, and Al Wolfgram. Also in attendance was Kelley Frazier, Secretary to the Board and Lisa Fasulo, Health Director. Absent: Leigh Rankin and Robert VanHouten

CALL TO ORDER

The meeting was called to order by Chair Malan at 4:36pm.

APPROVAL OF THE AGENDA

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

APPROVAL OF PREVIOUS MEETING MINUTES

Upon a motion made by Mr. Bombaci and seconded by Mr. Reeves the Water Pollution Control Authority **VOTED** to approve the minutes from the November 18, 2013 meeting as written.

PUBLIC COMMENT

None

OLD BUSINESS

Facilities/Wastewater Management Plan – Lisa Fasulo

Ms. Malan discussed possible USDA loans available for a Facilities Management Plan.

REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR

Mr. Caroline was not present.

REPORT – LISA FASULO, HEALTH DIRECTOR

Ms. Fasulo received the bill for the water monitoring for nine sites. This will be reviewed before payment. This testing is for pollutants. This also includes two surface water tests done at the Transfer Station.

REVIEW OPERATING STATEMENT AND INCOME STATEMENT

The Authority reviewed the reports. Coding is still not accurate. Ms. Malan would like coding to be corrected by the end of the year.

NEW BUSINESS

Vacation Rental Properties

Ms. Malan discussed regulations on vacation properties. These properties are heavily used during the summer months and potentially by many more occupants than would be in a typical residential dwelling; and then not used as much at other times of the year. Ms. Malan feels we need to have something in place for these properties to monitor peak usage for possible septic issues/failures. Mr. Reeves and Mr. Bombaci feel that this should not be addressed at this time. Mr. Reeves noted that this is a zoning issue.

2014 MEETING SCHEDULE

Upon a motion made by Mr. Reeves and seconded by Mr. Wolfgram the Water Pollution Control Authority **VOTED** to approve the 2014 meeting schedule as amended for a start time of 5:00pm.

Ms. Malan asked members to email her with thoughts on the budget for next year. This will be discussed at the next meeting. We will also discuss ordinances at a future meeting.

ADJOURNMENT

On motion duly made and seconded, the Water Pollution Control Authority unanimously **VOTED** to adjourn at 4:54pm.

Respectfully Submitted

Kelley S. Frazier, Water Pollution Control Authority Clerk