

**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, November 18, 2013 following the Water Pollution Control Authority meeting. In attendance were Chair Susan Malan, Al Wolfgram, Randel Osborne, Robert VanHouten, Leigh Rankin and Ken Bombaci. Also in attendance was Kelley Frazier, Secretary to the Board and Lisa Fasulo, Health Director. Absent: Mark Reeves

CALL TO ORDER

The meeting was called to order by Chair Malan at 4:46pm.

APPROVAL OF THE AGENDA

Upon a motion made by Mr. VanHouten and seconded by Mr. Osborne 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 Mr. Wolfgram the Sanitary Waste Commission unanimously **VOTED** to approve the minutes from the October 21, 2013 Sanitary Waste Commission meeting minutes as amended.

PUBLIC COMMENT Vistors/Guests

None

OLD BUSINESS

SWC Fee Schedule and BOS

The fee schedule is going to public hearing on December 4, 2013. The brochure will be updated with the new information. Ms. Malan will send the proposed fees to Ms. Fasulo. The brochure should say check and credit card only. The printing costs should come from the Transfer Station budget. It was noted that there will be no cash at the Transfer Station but residents can use cash at the Town Clerk's office. Stickers will be sold at the Town Clerk's office. The Authority will decide how to handle households with multiple vehicles. Mr. Wolfgram suggested asking Mr. Caroline how difficult it would be to move the shed. There was a brief discussion regarding the timing of the town's financial calendar year.. We may have to implement in July so that it is on the same accounting cycle as the town. Mr. Osborne noted that it is unusual for a sticker to start in July. Mr. Osborne said that a sticker should adhere to a vehicle and he suggested allowing residents to purchase additional stickers at a reduced fee. Mr. Bombaci disagreed.

REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR

Mr. Caroline was not present.

REPORT – LISA FASULO, HEALTH DIRECTOR

No water sample was taken from the Transfer Station this past month due to the low water table levels.

REVIEW OPERATING AND INCOME STATEMENT

Ms. Malan discussed the financial statement. Our revenue looks better this year compared to last year

NEW BUSINESS

SWC ordinance discussion – authority, power, dual appointment to WPCA, etc

Ms. Malan is asked for a synopsis from Attorney Royston regarding the powers and authority of the SWC ordinances. It was noted that our authority has not changed, but Mr. Wolfgram stated that in previous years the Commission had been given additional authority, but this has changed in the past few years. Ms. Rankin would like clarification on what the Board of Selectmen want from this committee. Mr. Wolfgram noted that the philosophy has changed, and now we are more of an advisory group to the Board of Selectmen. It was decided that it may be hard to find two separate groups of volunteers to be on these two committees. Mr. Bombaci feels that we should keep things the same. Ms. Malan will send the information from Mr. Royston to the commission once it is received..

ADJOURNMENT

On a motion duly made and seconded the Sanitary Waste Commission unanimously **VOTED** to adjourn at 5:25p.m.

Respectfully Submitted

Kelley S. Frazier, Sanitary Waste Commission Clerk