

**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, September 16, 2013 following the Water Pollution Control Authority meeting. In attendance were Chair Susan Malan, Randel Osborne, Robert VanHouten and Mark Reeves. Also in attendance were Kelley Frazier, Secretary to the Board and Lisa Fasulo, Health Director. Absent: Al Wolfgram, Leigh Rankin and Ken Bombaci

CALL TO ORDER

The meeting was called to order by Chair Malan at 4:51pm.

APPROVAL OF THE AGENDA

Upon a motion made by Mr. Osborne and seconded by Mr. VanHouten 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. VanHouten the Sanitary Waste Commission unanimously **VOTED** to approve the minutes from the August 19, 2013 Sanitary Waste Commission to include the fee schedule as discussed during the meeting.

PUBLIC COMMENT Vistors/Guests

None

OLD BUSINESS

None

SWC Fee Schedule and BOS

Ms. Malan noted that the proposed fee schedule will be discussed at a Public Hearing. This will be scheduled soon. The public will be able to voice their opinions at the public hearing. An article is in the Annual Report and the Essex Newsletter discussing the new fee schedule.

REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR

Mr. Caroline had no additional report. Things are going well.

REPORT – LISA FASULO, HEALTH DIRECTOR

Ms. Fasulo noted that the brochure will be updated after the public hearing.

REVIEW OPERATING AND INCOME STATEMENT

The Commission discussed the report. Last month the income was questioned and it looks more in line this month. Mr. Reeves questioned the Building Maintenance and Repair account. Mr. Caroline clarified this account. Coding has not been done properly. This will be addressed. The Maintenance and Repairs account will be verified.

NEW BUSINESS

None

ADJOURNMENT

On a motion duly made and seconded the Sanitary Waste Commission unanimously **VOTED** to adjourn at 5:30p.m.

Respectfully Submitted

Kelley S. Frazier, Sanitary Waste Commission Clerk