

**THESE MINUTES ARE SUBJECT TO BOARD APPROVAL AT THE NEXT  
WATER POLLUTION CONTROL AUTHORITY  
ESSEX TOWN HALL**

The Essex Water Pollution Control Authority was held on Monday, July 09, 2012. In attendance were Chairman Susan Malan, Mark Reeves, Randel Osborne and Al Wolfgram. Also in attendance were 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 Chairman Malan at 4:35pm.

Ms. Malan discussed moving the Water Pollution and Control Authority to the third Monday of the month at 4:00pm.

Upon a motion made by Mark Reeves and seconded by Al Wolfgram, the Water Pollution Control Authority unanimously **VOTED** to move the monthly meeting to the third Monday of the month at 4:00PM.

Ms. Malan will contact the Town Clerk with the change.

**APPROVAL OF THE AGENDA**

Upon a motion made by Randel Osborne and seconded by Al Wolfgram the Water Pollution Control Authority unanimously approved the agenda.

**APPROVAL OF PREVIOUS MEETING MINUTES**

Upon a motion made by Randel Osborne and seconded by Mark Reeves the Water Pollution Control Authority approved the minutes from the June 11, 2012 meeting as amended. Ayes: Randel Osborne, Mark Reeves and Susan Malan. Abstentions: Al Wolfgram

**PUBLIC COMMENT**

None

To accommodate meeting attendees the Health Department update was moved up in the agenda.

**Facilities/Wastewater Management Plan**

No Update

**Pump Out Notices**

Ms. Fasulo noted that the pump out notices were sent to homes in the tax bills. She has been receiving many phone calls regarding the public's responsibility of notifying the town when a pump out occurs. Ms. Fasulo feels that reeducation of the public is necessary. It was suggested that this information be included in the First Selectmen's newsletter. A notice could also be placed in the "Valley News" which would update the public immediately. It was noted that they have received over 100 pump out updates. Ms. Fasulo's office has sent out more postcards to residents who were due from April to the end of June. She noted that the pumping companies are not updating online. Ms. Malan has written a letter to the companies specifying what needs to be done as well as giving the ordinance information. This letter was discussed by the Authority and will be finalized by Ms. Malan and Ms. Fasulo. Ms. Fasulo suggested a general form for the pump out companies for updating which could be filled out in the field and then scanned. The Authority felt that this would be confusing and that the online system (Carmody) should be encouraged to be updated.

**Cesspool**

No Update

**Staffing**

First Selectman Needleman does not want to change staffing until the benefit package has been finalized. Ms. Fasulo will have Kerry Berardinelli work 3-4 hours a week to update the Carmody system. This is a temporary hourly modification. Further staffing plans pending

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

No Report

**REVIEW OPERATING STATEMENT AND INCOME STATEMENT**

Final numbers are not yet available.

**NEW BUSINESS**

None

**ADJOURNMENT**

On motion duly made and seconded, the Sanitary Waste Commission unanimously **VOTED** to adjourn at 4:58pm.

Respectfully Submitted

Kelley S. Frazier, Water Pollution Control Authority Clerk