

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

The Essex Water Pollution Control Authority was held on Monday, December 17, 2012. In attendance were Mark Reeves, Robert VanHouten, Chairman Susan Malan, Ken Bombaci and Leigh Rankin. Also in attendance were Kelley Frazier, Secretary to the Board, Lisa Fasulo, Health Director and David Caroline Director of Public Works. Absent: Al Wolfgram and Randel Osborne.

CALL TO ORDER

The meeting was called to order by Chairman Malan at 4:40pm.

APPROVAL OF THE AGENDA

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

APPROVAL OF PREVIOUS MEETING MINUTES

Upon a motion made by Ms. Rankin and seconded by Mr. Reeves, the Water Pollution Control Authority **VOTED** to approve the minutes from the November 2012 meeting as written.

PUBLIC COMMENT

No Comment

OLD BUSINESS

Facilities/Wastewater Management Plan – Lisa Fasulo

Ms. Fasulo and Ms. Malan are meeting with John Guskowski to discuss the proposed new Waste Water Management Plan. WPCA has made presentations to the Zoning Commission, Planning Commission, Economic Development Commission and a conceptual presentation to the Board of Selectmen; all were in favor of proceeding.

Pump Out Notices - Carmody

Ms. Fasulo is educating our residents and working toward full compliance. Ms. Fasulo and Ms. Malan will meet with the Town Attorney to amend the ordinance for pump outs.

Cesspool – 2018 Deadline

No Update

Staffing

No Report

REPORT – DAVID CAROLINE, PUBLIC WORKS DIRECTOR

Mr. Caroline reported that water testing for the industrial permit is complete.

REPORT – LISA FASULO, HEALTH DIRECTOR

Ms. Fasulo reported that postcards have been sent to homeowners who were due for a pump out in 2006. Personal letters will be sent as a final notice to homeowners telling them that action will be taken if they do not pump out their septic systems. Mr. Bombaci feels it should be sent as a registered letter. There are approximately 20 people who are severely overdue. The cost is considerable to send by registered mail. Mr. Reeves feel that a letter with the First Selectman's signature on it may be more effective. It was suggested that the Water Pollution Control Authority also be copied on the letters

REVIEW OPERATING STATEMENT AND INCOME STATEMENT

Ms. Malan noted that there are bills for the water testing. Ms. Fasulo verified which department should be charged.

NEW BUSINESS

Election of Authority Officers

Upon a motion by Mr. Reeves and seconded by Ms. Rankin the Water Pollution and Control unanimously **VOTED** to nominate Susan Malan as the Chairman of the Water Pollution Control Authority for 2013. The motioned passed.

2013 Meeting Schedule

Ms. Malan noted that the January 21, 2013 meeting is changed due to the Martin Luther King holiday.

Upon a motion made by Mr. Reeves and seconded by Ms. Rankin the Water Pollution Control Authority unanimously **VOTED** to approve the 2013 meeting schedule.

FYE 2013-14 Initial Budget Discussion

An initial draft is due the first week of January 2013. Legal fees for the RFQ will be budgeted. Ms. Rankin suggested including the budget dollars for the Water Management Plan. The WPCA would like to have an engineering group review the whole town and to devise a plan which is cost effective for the town.

Upon a motion made by Mr. Reeves and seconded by Ms. Rankin the Water Pollution Control Authority unanimously **VOTED** to include in the 2013 Budget Request the amount of for a new Waste Water Management Plan including all related expenses.

ADJOURNMENT

On motion duly made and seconded, the Water Pollution Control Authority unanimously **VOTED** to adjourn at 5:15pm.

Respectfully Submitted

Kelley S. Frazier, Water Pollution Control Authority Clerk