

**THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT  
WATER POLLUTION CONTROL AUTHORITY REGULAR MEETING  
ESSEX TOWN HALL  
March 21, 2016 5:00PM**

The Essex Water Pollution Control Authority Regular Meeting was held on Monday, March 21, 2016. In attendance were Chair Susan Malan, Randel Osborne, and Leigh Rankin. Also in attendance Lisa Fasulo, Health Director, Norman Needleman, First Selectmen, Kelley Frazier, Secretary to the Board. Absent: Al Wolfgram, Mark Reeves

**CALL TO ORDER**

The meeting was called to order by Chair Malan at 5:08 pm.

**APPROVAL OF THE AGENDA**

Upon a motion made by Mr. Osborne and seconded by Ms. Rankin the Water Pollution Control authority **VOTED** to approve the agenda as presented.

**APPROVAL OF PREVIOUS MEETING MINUTES**

Upon a motion made by Mr. Osborne and seconded by Ms. Malan the Water Pollution Control Authority unanimously **VOTED** to approve the minutes as written.

**PUBLIC COMMENT**

None

**NEW BUSINESS: REVIEW RFQ – PRESENTATION BY LEIGH RANKIN**

Ms. Rankin discussed the RFQ and made revisions based on comments from the Authority, First Selectmen and Planning. Funding for this plan will come from the Town and the Clean Water Fund. The Reimbursement from the Clean Water Fund is 55%. This plan will meet the requirements of DEEP. The last update to the existing Waste Water Management Study was done in 1998. The Board of Selectmen and Planning will be able to comment on the revisions this before it goes out for bid. John Guskowski will give guidance to make sure things are accurate. The target is to have the plan completed by December 31, 2107. Three firms will be selected based on their timelines and expertise. Mr. Needleman thanked the Authority for their hard work.

**OLD BUSINESS**

**Facilities/Wastewater Management Plan – RFQ**

No additional comment.

**Vacation Rentals – Letter to Zoning – DRAFT Review/Approval**

The letter is being worked on.

**REPORT – LISA FASULO, HEALTH DIRECTOR**

No additional report.

**REVIEW OPERATING STATEMENT AND INCOME STATEMENT**

Upon a motion duly made and seconded, the Water Pollution Control Authority unanimously **VOTED** to approve the Operating Statement as presented.

**ADJOURNMENT**

On motion made by Leigh Rankin and seconded by Randel Osborne, the Water Pollution Control Authority unanimously **VOTED** to adjourn at 5:43 pm.

Respectfully Submitted

Kelley S. Frazier, Water Pollution Control Authority Secretary