

**THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT
WATER POLLUTION CONTROL AUTHORITY REGULAR MEETING
ESSEX TOWN HALL
August 15, 2016 5:00PM**

The Essex Water Pollution Control Authority Regular Meeting was held on Monday, August 15, 2016. In attendance were Chair Susan Malan, Wendy Arnold, Al Wolfram, Randel Osborne, Leigh Rankin and Mark Reeves. Also in attendance Lisa Fasulo, Director of Health, Norm Needleman, First Selectman, Kelley Frazier, Secretary to the Board. Absent: Eric Mineker

CALL TO ORDER

The meeting was called to order by Chair Malan at 5:04pm.

APPROVAL OF THE AGENDA

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

APPROVAL OF PREVIOUS MEETING MINUTES

Upon a motion made by Mr. Reeves seconded by Mr. Wolfram the Water Pollution Control Authority unanimously **VOTED** to approve the June minutes as written.

PUBLIC COMMENT

None.

NEW BUSINESS:

No new business.

OLD BUSINESS

DISCUSS RFQ'S RECEIVED

Ms. Rankin stated that she ranked her choice for the RFQ as Woodard & Curran (W&C), Milone & MacBroom (M&M), and Weston & Sampson (WS). She highlighted points for each firm. Fuss & O'Neill (F&S) had a critical eye on affordability and has never been involved in litigation. She noted that W&C has dealt with small communities and they have growth goals. The town is satisfied with the work they have done on the bridge projects. They are also a smaller company which stress cost savings and alternative designs. They stress their ability to develop innovative solutions. M&M has large clients.

Mr. Wolfram is familiar with these types of studies. He feels that most of these companies are able to do bits and pieces of the work to be done. He looked at the firms which had previous experience with small towns with no sewers. W&C and F&O have this experience. He was on the WPCA when F&O completed the study of our villages. He noted that they do not have the initiative in house to do many different things. He feels that we need a firm that can adequately present their plan to the public. W&C has worked for two similar municipalities. M&M does not have experience with small towns and sewers.

Mr. Osborne would like criteria to make selecting a firm easier.

Mr. Reeves noted that several proposals had a description of the project team and one did not have the WPCA as part of the team. The WPCA should be included on the project team. He would also not vote for F&O due to the work they performed in Old Saybrook. W&S may have different alternatives. He also noted that he would work with W&C.

Further discussion among the members regarding selection criteria and rank order. The commission agreed they wanted to work with firms that had done similar projects in sewer avoidance towns or similar population. The commission also discussed the requirement in the RFP to have alternatives presented for onsite systems, off-site systems and public sewers.

Discussion ensued about the next step. The Authority agreed that they would like to invite 3 firms to give a 15 minute presentation with an additional 15 minutes for Questions and Answers at the next WPCA meeting. The RFQ would be completed post presentation.

Upon a motion made by Mr. Wolfgram and seconded by Ms. Rankin the Water Pollution Control Authority unanimously **VOTED** to invite Woodard & Curran, Weston & Sampson and Wengell, McDonnell & Costello to the September 19, 2016 Water Pollution Control Authority meeting.

The next WPCA meeting will be held on September 19, 2016 at 4:00pm.

Vacation Rentals – Letter to Zoning – DRAFT Review/Approval – Attorney Royston’s Comments Incorporated
Ms. Fasulo will incorporate Attorney Royston’s changes.

REPORT – LISA FASULO, HEALTH DIRECTOR

A letter is being sent to homeowners with cesspools.

The proposed Essex Glen project will have 26 housing units. Because the wastewater discharge to the site is greater than 5000gpd, the engineered septic system design must be reviewed and permitted by CT Dept of Energy & Environmental Protection (DEEP) and not the local health dept. The health dept. will contact the project engineer or DEEP to determine if the Essex WPCA needs to negotiate a formal septic agreement as per CGS Section 7-245.

The wastewater discharge at both the proposed Essex Place site and Essex Station site are under 5,000gpd and are therefore being reviewed by CT Dept of Public Health (DPH) and the Local Health Dept (LHD) – not DEEP. Ground Water testing/monitoring will continue at Essex Station post development.

REVIEW OPERATING STATEMENT AND INCOME STATEMENT

The Authority reviewed the financial reports.

ADJOURNMENT

On motion made by Mr. Reeves and seconded by Mr. Osborne, the Water Pollution Control Authority unanimously **VOTED** to adjourn at 5:38 pm.

Respectfully Submitted

Kelley S. Frazier, Water Pollution Control Authority Secretary