

**TOWN OF WESTBROOK
866 BOSTON POST ROAD
WATER POLLUTION CONTROL COMMISSION**

Regular Meeting
South Conference Room
Wednesday, October 26, 2016
Amended Minutes

Changes to the minutes are highlighted in yellow.

1. Call to Order

The regular meeting of the Westbrook Water Pollution Control Commission was called to order by Chairman McNamar on Wednesday, October 26, 2016, at 7:07 PM in the South Conference Room of the Mulvey Municipal Center.

Members Present: Lee McNamar (Chairman), Lee Archer, and Sidney Holbrook

Members Absent: Tom Maynard, Mary Bon, and Nathaniel Wentworth

Also Present: Carol Lord, Technical Consultant; Sonia Marino R.S., MPH, DOH, and Shirley Mickens, Environmental Health Technician.

There was no quorum therefore an **administrative** session was held.

2. Correspondence

Mr. McNamar mentioned CAWPCA is having their 2016 Fall Workshop on November 4th, 2016. Anyone wishing to attend should contact Ms. Mickens to sign up. Mr. McNamar is planning to attend.

3. Environmental Health Technician Report

Ms. Marino said she had to leave early and requested the commission cover the Ordinance Discussion first. Mr. McNamar agreed to move the Environmental Health Technician Report to follow the Ordinance Discussion.

4. Health Director Comments

Ms. Marino discussed safety lids on septic tanks. She referenced a Circular Letter from the Department of Public Health and changes to the code in January of 2015 that now requires secondary safety devices or septic tank lids to remain on tanks when plastic riser assemblies are utilized. Ms. Marino suggested the WPCC send a letter to installers and septic tank cleaners alerting them to the new regulation. The Commission agreed and also suggested adding a field to Carmody asking about the safety lids. The WPCC will submit an article to the Harbor News explaining the new regulation.

Ms. Marino would like to discuss Alternative Treatment systems at the next meeting and handed out information for discussion.

5. Overview of Community Systems

Mr. McNamar opened the discussion of the WPCCC establishing a policy for Community systems. Mr. Archer read the Town of Guilford's ordinance escrow agreement for common systems. The group was in favor of Ms. Lord adding language to the ordinance similar to what the Town of Guilford has and having Ms. Mickens write up procedural policy for discussion at the next meeting.

6. Ordinance Discussion

- Discussion of Section 18-40 through Section 18-47.
Ms. Lord discussed the final sections of the ordinance and pointed out that the majority of the ordinance refers to health department requirements, but the final sections are WPCCC related. The group discussed enforcement procedures for the 5 year pump out requirement, filing reports on Carmody, and registering septic service companies.
- Overall review of ordinance.
Ms. Lord reviewed changes made at the last meeting and pointed out what was significantly different from the public health code (PHC). The group discussed changes to the New Construction section, Building Addition section and Teardown Rebuild section. Tear down rebuilds were discussed further and Mr. Holbrook mentioned casualty loss in a catastrophic event that reconstruction cannot be prohibited. It was discussed to use square footage in the tear down rebuild section.

Environmental Health Technician Report

An Article was submitted to Westbrook Events regarding the 5 year pump out requirement to advise residents that notices will be mailed out soon. A similar article will be sent to the Harbor News. Ms. Mickens showed the commission the post card notice and discussed the cost of printing. The group decided that notices should be sent out to residents in the study areas first.

Ms. Mickens is looking into having the study areas added as a layer to the GIS map.

7. Invoices/Budget

Ms. Lord submitted an invoice in the amount of \$1700 for services rendered from 9/30/16 to 10/27/16. Mr. McNamar approved the invoice.

8. Minutes – 9/28/16.

The minutes were tabled until the next regular meeting.

9. Adjournment

The meeting was adjourned at 8:50 PM.

The next regular meeting of the Water Pollution Control Commission will be December 14, 2016.

**These minutes are subject to approval at the next Water Pollution Control Commission Meeting.*

Respectfully Submitted,

Shirley Mickens