

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

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Regular Meeting  
South Conference Room  
Wednesday, August 24, 2016  
Minutes

1. Call to Order

The regular meeting of the Westbrook Water Pollution Control Commission was called to order on Wednesday, August 24, 2016, at 7:05 PM in the South Conference Room of the Mulvey Municipal Center.

Members Present: Lee McNamar (Chairman); Mary Bon; Tom Maynard; Nathaniel Wentworth.

Members Absent: Lee Archer, Sidney Holbrook

Also Present: Carol Lord, Technical Consultant; and Sonia Marino, Director of Health.

2. Correspondence

No Correspondence

3. Meg Parulis, Town Planner – Septic Easements

Meg Parulis was unable to attend.

4. Environmental Health Technician Report

Ms. Mickens was unable to attend due to illness.

Ms. Lord presented Ms. Mickens report. Ms. Mickens has been accompanying Ms. Marino on septic system inspections, test pits, conducting percolation tests and sending out permits to discharge. Ms. Mickens wrote the Westbrook Events article on the URI trip with photo taken by Ms. Bon. An update of the assessor's information was sent to Carmody along with a spreadsheet of multiple buildings on the same lot. We would like to see each septic system tracked on Carmody and not just the properties. Ms. Mickens also worked on the Health Department website which was sent to Enterprise Computer in August and should be up for public viewing in a few weeks. She is also identifying how many easements or septic systems cross the road on Old Mail Trail. The well water testing report was sent to homeowners in early August. She continues to work on the list of seasonal properties and is following up on missing property file documents for the Health Department.

5. Health Director Comments

Ms. Marino has been very busy with septic system inspections and complaints. Ms. Marino and Ms. Mickens will attend the Yankee Conference on Environmental Health in

September; they will both put together a presentation on the conference for the group at the next meeting.

6. Technical Consultant Report

Ms. Lord has been working on ordinance revision and the specific items for tonight are items Ms. Marino will need to enforce, which is the section covering Design, Construction, and Operation of Septic Systems. Ms. Mickens worked on registration of septic service companies and the maintenance section.

Negotiations continue with Veoci. Meanwhile, the building department has been investigating their current data management system further; all participated in a webinar to learn more about specific functions. Ms. Lord investigated the EPA's onsite and cluster wastewater treatment system data management tool named Twist; which is free to state and local governments. Mr. McNamar will investigate this further for the health department and the WPCC.

7. Ordinance Discussion – items 10-14

Ms. Marino handed out a power point presentation with her suggestions for changes to the ordinance. She has worked with the ordinance for some time now and has notice a few things that need revising. She explained that some of her suggestions were based on the town's adoption of a sewer avoidance plan and therefore the need for stricter regulations than what the Public Health Code requires. Ms. Marino explained she enforces the public health code and the town ordinance but the WPCC has the power to make the changes; these were only suggestions for the group to think about.

Discussion began with item 10; Design, Construction and Operation of Septic Systems; to clarify the last sentence.

Ms. Marino pointed out Under "New Construction" how the current ordinance read; "no building permit shall be issued until such plan has been approved by the DOH", she proposed adding the previous sentence to all building changes, B100a applications and plumbing or heating permits for seasonal homes. She discussed how the town is now requiring a plumbing permit to lower the water line, and that HVAC permits for seasonal homes are being checked to circumvent the conversion process.

B100a applications also cover lot line changes, in order to preserve enough area for sewage disposal; these applications need to be reviewed by the Health Department. A suggestion was made to put a sign in the town clerk's office stating lot line changes need a permit from the Health Department. Ms. Marino discussed concerns regarding storm water, zoning changes and condominiums.

Ms. Marino discussed changes to several items under the section "Building Conversions, Changes in Use; such as definitions, design flows and adding a new section for winterization for better clarity.

Current regulations for tear down rebuilds were explained and discussed at length. Ms. Marino proposed adding a separate section in the ordinance for this and using the building code definition.

Sewage Area preservation was discussed along with storm water regulations. Ms. Marino discussed the possibility of allowing the WPCCC to comment on zoning regulations? It was decided to discuss this further with Ms. Parulis.

The Maintenance section was discussed. Ms. Lord handed out the changes that Ms. Mickens proposed. The group will discuss these changes at the next meeting. Town registration of septic service companies was discussed and whether this section was necessary.

Ms. Marino explained different scenarios for septic system easements and made some recommendations. The group discussed the need for consistent rules for the town to follow.

8. Invoices/Budget

Ms. Bon **moved** to pay the invoice submitted by Carol Lord for professional services from July 1, 2016 to August 25, 2016 for 34 hours of work in the amount of \$1700. Mr. Wentworth seconded the motion. All were in favor. The motion **carried**.

Ms. Bon **moved** to pay the invoice submitted by Connecticut Water Company for the yearly water consumption report in the amount \$210.00. Mr. Wentworth seconded the motion. All were in favor. The motion **carried**.

9. Minutes – June 22, 2016 and June 29, 2016

Ms. Bon moved to table the approval of the June 22<sup>nd</sup> and June 29<sup>th</sup> minutes until the next regular meeting. Mr. Wentworth seconded the motion. All were in favor. The motion **carried**.

10. Adjournment

Mr. Wentworth **moved** to adjourn the meeting. Ms. Bon seconded the motion. All were in favor. The meeting was adjourned at 8:30 PM. The next regular meeting of the WPCCC is September 28, 2016.

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

Respectfully Submitted,

Shirley Mickens