

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

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Regular Meeting  
South Conference Room  
Wednesday, January 23, 2019  
Minutes

1. Call to Order

The Regular Meeting of the Westbrook Water Pollution Control Commission (WPCC) was called to order by Chairman McNamar on Wednesday January 23, 2019, at 7:08 PM in the South Conference Room of the Mulvey Municipal Center.

Members Present: Lee McNamar (Chairman) Tom Maynard, Raymond Fontana, Nathaniel Wentworth, Sid Holbrook and Scott Brainard.

Members Absent: Lee Archer

Also Present: Shirley Mickens, R.S. Environmental Health Technician and Sonia Marino, R.S., M.P.H., D.O.H.

2. Correspondence

Mr. Brainard and Mr. Holbrook will be reappointed to a 3 year term at the January 24, 2019 Board of Selectmen's Meeting.

WPCC's FY2019/2020 Budget is scheduled for hearing at the Board of Selectmen's Meeting on February 12, 2019.

3. Minutes Special Meeting 10/25/2018

*Mr. Wentworth **moved** to approve the minutes from the December 12, 2018 Regular Meeting. Mr. Maynard seconded the motion. Mr. McNamar, Mr. Maynard, Mr. Wentworth, Mr. Holbrook, Mr. Brainard and Mr. Fontana were in favor. The motion **carried**.*

4. Ordinance Update

An email was sent to Attorney Wells this morning to request legal review for specific questions regarding the addition of a Scope to the ordinance. Ms. Marino explained why the scope was added and its importance; it excludes Advanced and/or AT system, but allows for tracking of community system pump outs, presence during soil testing and final inspections and the courtesy to review engineered plans that use the public health code. Mr. McNamar would like to have the ordinance voted on this year. After Attorney Wells reviews the ordinance and any necessary changes are made it will be sent to Ms. Clark at the Department of Public Health (DPH) Environmental Engineering Program (EEP) for her review.

5. Pilot Study Update

Mr. McNamar, Ms. Marino, Ms. Mickens, Mr. Pawlik, PE, DPH, EEP; and Mr. Curtis, PE, of Nathan Jacobson & Associates, met on January 10, 2019 to discuss design criteria for the Pilot Study. Ms. Marino explained what was discussed and a few items that need to be looked into such as the plumbing at the Riggio Building, the type of leaching, placement of system at the Beach and confirming the location of gas and water lines behind the concession stand. Discussed cost saving measures for the install and that purchasing supplies would need to follow the bid ordinance. Mr. Curtis should have a draft design by the February 27, 2019 WPCC Meeting.

6. Map Geo

The group discussed adding the Wastewater Study Area layer to Map Geo. Ms. Marino suggested having it a non-public layer for the Environmental Health Technician and Director of Health only since it is a Draft plan and the study areas may be refined further.

*Mr. Maynard moved to approve the \$500.00 expenditure to add the wastewater study area layer to Map Geo and keep it for the Environmental Health Technician and Director of Health's use only. Mr. Wentworth seconded the motion. All were in favor.*

7. Invoices

The following invoices were submitted by Ms. Mickens:

- Connecticut Environmental Health Association Membership Renewal in the amount of \$40.00.
- Connecticut Sanitarian's License Renewal in the amount of \$40.00.
- App Geo data layer set up in the amount of \$500.00.

8. Director of Health Comments

Ms. Marino said she discussed the pilot study and doesn't have anything else to add.

9. Environmental Health Technician Report

- Survey of *Panicum amarum* and Mr. Snarski's resume was sent to the DEEP for the NDDDB application on January 17, 2019.
- Updated the Public Health web page by adding Water Treatment Wastewater information.
- Filed septic information in street files
- Reworked the Town's fillable PDF Final Inspection Report for Septic Systems due to changes to the DPH form in the Technical Standards.
- Assembled a binder with all the information compiled for the Pilot Study.
- On-going field inspections relating to septic systems and soil testing as well as inputting the information into the computer.
- Reviewed engineered plans as needed.

10. New Business / Old Business

Mr. Holbrook asked about new DEEP requirements for Discharge Monitoring Reports.

11. Adjournment

*Mr. Wentworth moved to adjourn the meeting. Mr. Maynard seconded the motion. All were in favor. The motion passed.*

The meeting was adjourned at 8:15 PM. The next meeting of the Water Pollution Control Commission will be held on February 27, 2019.

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

Respectfully Submitted,  
Shirley Mickens