

TOWN OF WESTBROOK
866 BOSTON POST ROAD
WATER POLLUTION CONTROL AUTHORITY

Regular Meeting
Wednesday March 23, 2022
7:00 p.m.
South Conference Room
Regular Meeting Minutes

1. Call to Order

The Regular Meeting of the Westbrook Water Pollution Control Authority (WPCA) was called to order by Chairman Sid Holbrook on Wednesday, March 23, 2022, at 7:05 p.m.

Members Present: Sid Holbrook, Chairman; Ray Fontana, Vice Chairman; Scott Brainard, Tom Maynard, and Shirley Mickens

Also Present: Lee Archer, Registered Sanitarian and Zach Faiella, Director of Health

Also in attendance: Athena Uzzo

2. Correspondence

S. Holbrook received a conceptual layout of the septic systems at the Town Green. He wanted to be sure this would be kept with the WPCA documents. He asked that the WPCA nominate a Secretary who will maintain all of the WPCA documents.

S. Brainard made a motion to nominate S. Mickens for WPCA Secretary. The motion was seconded by T. Maynard and was approved unanimously.

S. Holbrook received a letter stating that Scott Brainard will be a member of the WPCA from 2022 – 2025. He also received a letter from First Selectman John Hall officially accepting Lee McNamar's resignation from the WPCA.

3. Vote on Meeting Minutes

T. Maynard made a motion to approve the February 23, 2022 WPCA Meeting Minutes as submitted. The motion was seconded by S. Brainard and was approved unanimously.

4. Invoices

S. Holbrook received the following invoices:

Invoice from Nathan L. Jacobson and Associates for \$1,068.00 for the Riggio Building.

Invoice from State DOT for the Town Green for \$796.00.

The invoices were given to Z. Faiella who said he would create a pay request. S. Holbrook gave him permission to sign off on these invoices.

5. Town's Sewer Ordinance Status

S. Mickens said a Town Meeting is needed to approve the Town's Sewer Ordinance. S. Holbrook will review the language of the ordinance with L. Archer and Z. Faiella. S. Holbrook will submit a copy to the Board of Selectmen

for their review, and then a Town Meeting can be scheduled. When the Ordinance was initially written a few years ago, it was reviewed by many groups, and it was ready for Town Meeting.

T. Maynard made a motion to send the Town's Sewer Ordinance to the Board of Selectmen to schedule for Public Hearing and Town Meeting. The motion was seconded by S. Mickens and was approved unanimously.

6. Job Posting for an Environmental Health Technician

The WPCA budget has not been approved yet, but the previous budgets have supported the Environmental Health Technician position. Z. Faiella made some revisions to the job description. He does know of someone who is interested. The job position can be posted right away.

7. Budget Status

S. Holbrook said the WPCA budget has not been approved yet.

8. Reports on Meeting of Chairs of WPCA, Town Center Revitalization Committee, Economic Development Commission, Director of Health, Sanitarian, Town Planner and First Selectman

S. Holbrook reported that the joint meeting was productive. There seems to be a better understanding of goals from all parties. Z. Faiella read from the report in which Town Planner Peter Gillespie summarized the meeting. He said the soil testing was conducted in Wren Park. Brian Curtis, P.E., reported on the Town Green in terms of septic capacity and existing septic systems. Also discussed was the Ted Lane Field and how that has a capacity of 19,500 gallons per day as per the study done by Brian Curtis, P.E., There was discussion with the Board of Selectmen about a policy that the Town Parcels could be available for use by individual properties at their owners' expense. S. Holbrook said systems have been approved for the Town Center as it exists now, and these systems meet code. The WPCA has the authority to establish a sewer system, and they can designate where it will be located. S. Holbrook said there is land in the downtown area for septic, so lack of septic should not hinder new businesses from moving into the downtown. There was discussion about easements, bonds, and who would own the community septic system. Money would be held in escrow for repairs. An ordinance for escrow would need to be established for CT DEEP systems. There will be another joint meeting to continue the discussion.

9. Report on Riggio System

Z. Faiella said another test was done at the Riggio Building. They are waiting on the data. There will be one more test before the end of the fiscal year. If this system works, and the State approves, this type of system may be able to be used in areas of special concern with high nitrogen counts.

10. Wren Park Study

S. Holbrook said at the joint meeting, Wren Park was discussed. He discovered that Brian Curtis, P.E., was commissioned to do testing by the Town Center Revitalization Committee. Z. Faiella should be notified when the testing is done.

11. WPCA Vacancy

There are two vacancies on the WPCA.

12. DEEP Letter of 2004

S. Holbrook had a letter from CT DEEP from 2004 which outlines what the Town of Westbrook has to do to come into compliance. Westbrook is already complying with much of what the CT DEEP has outlined to be done including a mandatory pumping program. Westbrook still needs to write a Facilities Plan and get an engineer on board through the QBS (Qualification Based Selection) Process to put together a Facilities Plan. The WPCA would agree to the consent order from the CT DEEP. S. Holbrook would like to do some core sampling for nitrogen. S. Mickens explained that the next step would be to start working on the QBS Process and hire an engineer to

write a Facilities Plan. The engineer would have a base of information to start from, but everything would need to be updated. There should be clear, attainable goals for the engineer to achieve. There is State money available for the cost of writing the Facilities Plan. S. Mickens has a lot of the information, and although she has limited time available, she will help with this process.

13. New Business - There was no New Business.

14. Adjournment

The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Kathleen King

Kathleen King, Recording Clerk