

Monroe Water Pollution Control Authority (WPCA)  
Meeting Minutes  
February 5, 2013 6:30 PM  
Monroe Town Hall

RECEIVED  
13 FEB -7 PM 1:21  
MONROE TOWN CLERK

**I. Roll Call:**

Meeting call to order by Chair at 6:33 PM

Present:

Jack Dunne – WPCA

Kris Carpenter – WPCA

Mike Wellman - WPCA

**II. Review and Approval of Minutes from October 2, 2012 Meeting:**

The Minutes from the October 2, 2012 meeting was reviewed and accepted as final.

**Motion: Mike Wellman**

Accept minutes from October 2, 2012 meeting.

**Second: Jack Dunne**

**Vote: 3-0**

**III. Correspondence:**

None

**IV. Public Participation:**

None

**V. Community Septic Systems:**

**a. Agreement**

The cover letter is accepted as final with the elimination of the first sentence of the second paragraph on page 2.

**Motion: Mike Wellman**

Accept cover letter as final

**Second: Jack Dunne**

**Vote: 3-0**

**b. Finances**

Goal is to figure out how the WPCA determines the escrow amount for each Association. Jack will check for State Statutes on the WPCA's authority over the escrow accounts.

---

**c. Quarterly Reports**

The 3<sup>rd</sup> quarterly reports are in and Mike has compiled the summary sheet. A letter will be going out to each association informing them of the repairs that are needed. Discussion about what action should be taken when repairs are not done. When the

summary sheet shows a 2, indicating the failure has been in 3 reports without repair. The WPCA will notify the health department. Concerns are with Hidden Knowles and North Brook regarding continuous breakouts.

**d. Coordination of Enforcement**

Mike will crate an action plan for the WPCA to follow to resolve repeat failures

**VI. Options for Public sewers:**

Nothing new on Regional WPCA

**VII. Sewer Plan – Local and State POCD**

Nothing new

**VIII. New Business:**

A Document retention plan for WPCA documents, agreements, and quarterly report summaries.

**IX. Other (Misc.)**

**a. Annual Schedule of WPCA Meetings**

Look at July 2 meeting date.

**X. Adjournment:**

**Motion: Mike Wellman**

**Second: Jack Dunn**

**Vote: 3-0**

Meeting adjourned 7:25

**Next WPCA meeting Tuesday, Mar 5 at 6:30pm**

**Submitted**

**Kris Carpenter, Secretary – Monroe WPCA; 2/6/2013**

---