



TOWN OF EDGARTOWN

WASTE WATER DEPARTMENT
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**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS
MINUTES OF THE
REGULAR MEETING OF JULY 19, 2018**

WASTE WATER COMMISSIONERS PRESENT:

Mr. Glen S. Searle, Chairman
Mr. Scott Ellis, Commissioner

WASTE WATER COMMISSIONER ABSENT:

Mr. Sean E. Murphy, Commissioner

EWWD STAFF PRESENT:

Mrs. Marisa Boniface, Department Assistant
Mr. Joseph Rock, Plant Operator
Mr. Thompson, Facilities Manager

OTHER TOWN EMPLOYEES PRESENT:

Mr. James M. Hagerty, Town Administrator

OTHERS PRESENT:

Mr. Thomas C. Rapone
Ms. Sheila Rapone

MEETING CALLED TO ORDER:

The Board of Waste Water Commissioners of the Town of Edgartown held their Regular Meeting on Thursday, July 19, 2018, at 4:00 p.m. in the conference room at the Edgartown Waste Water Treatment Facility, located at 330 West Tisbury Road, Edgartown, Mass. At 4:00 p.m. Chairman Glen S. Searle called the meeting to order. Also present from the Board was Waste Water Commissioner Scott Ellis. Not attending was Waste Water Commissioner Sean E. Murphy, who had contacted the Chairman to explain his absence.

OLD BUSINESS:

REQUEST FOR SEWER EXTENSION: 73 PENNYWISE PATH (21-124.155).

Thomas C. and Sheila Rapone, owners of 73 Pennywise Path, were at the meeting with hopes of receiving approval to connect with the Dark Woods Road sewer line. They had purchased a certificate from that organization. Mr. Rapone explained that the septic system on the corner of their property is situated about 90 feet from the sewer head in Dark Woods. In Mr. Rapone's discussions with the Board of Health, Health Agent Matthew Poole said that this was "a textbook case of a [septic] system that should be removed and allowed to connect."

A discussion followed. "Capacity to hook up to that system does exist. Technically, it can be done," said Facilities Manager David Thompson. If there is an easement from the Town, it can be done, Facilities Manager Thompson said. "We have been informed by the DEP not to do sewer extensions outside the existing envelope. However, if a compelling case is made by the Board of Health in that regard, we can do that."

The next step would be for the Rapones to petition to get on the agenda for the Annual Town Meeting. Chairman Searle made a motion to give the approval for the Rapones to conditionally tie into sewer with approval from the Town; it was seconded by Commissioner Ellis. The motion carried by voice vote.

VOTES: MOTIONS TO RETAIN FY18 RATES FOR SEWER, SEPTAGE AND MISCELLANEOUS CHARGES.

A motion was made by Commissioner Ellis to retain the FY18 rates for the sewer, wastewater department rates. Seconded by Glen Searle. All in favor approved.

REPORTS:

- Reports:
- a. Approval of Air Dryer Procurement; Purchase of Air Dryer
Dave placed the order, it arrived this morning and now waiting for the install.
 - b. Notice to Proceed –Flowmeter Replacement
Dave gave the flow meter replacement guys the notice to proceed, may need to issue a change order to correct issues.
 - c. Power Equipment, Chase Road Substation Generator Repair
Waiting on a date for completion.

NEW BUSINESS:

REPORT: DEPT OF LABOR STANDARDS ORDER TO CORRECT.

The DLS paid a visit to every department. A written warning and order to correct was given to the Edgartown Waste Water Department. Dave explained that item #1 needs to be addressed by coming up with an Emergency Action Plan using the OSHA templates provided for the emergency action plan, fire prevention plan, personal protective equipment hazard assessment

plan, confined space program, lock out/tag out program and hazard communications program to be completed by August 31. Confined space is a big deal for the Waste Water Department. We do more confined space than any other department. Town Administrator James M. Hagerty interjected, "I spoke to the other departments and basically we are coming together I believe two weeks from now. There should be a general common theme for an emergency action plan, fire prevention plan, hazard assessment, and PPE amongst all the departments. There is no point in reinventing the wheel and having every department do something different. All the MSDS will be consolidated in one central location."

Mr. Hagerty continued, "Dave, you can keep a copy in your department. The departments need to sit together and come up with a plan." Discussion followed. This order to correct needs to be completed by August 31, 2018 or we will be fined \$1,000 per item not in compliance.

Next, Mr. Thompson explained item #2 about the 32 hatches that need to have protection for workers. Different options and costs are being considered. Discussion followed. The other items/safety hazards Dave explained involving the electrical box, electrical cords, cables and electrical fixtures are in the process of being corrected/updated.

OTHER BUSINESS:

FACILITIES MANAGER'S REPORTS.

Mr. Thomson said, "In talking with Ian Catlow of Tighe & Bond, he threw me a couple of things about the CIP. I can't initiate a MEMA grant or any other kind of grant until I get approval from upstairs... We did Dock Street under a FEMA grant, but it was complicated and it was time-consuming. If these projects meet the criteria for a hazard communications program grant, MEMA pays 75 percent, and the town would pay 25 percent, and that's hard to argue with, even if it takes six to eight months longer to get the project off the ground."

Mr. Hagerty asked, "Do you have the paperwork from the previous grant?" "Yes, replied Mr. Thompson, who then explained that you would not have to do the application. Tighe & Bond would come up with an engineering proposal for it, and they have actually a person on their staff, and that's their job to submit FEMA grants, and that's what they did for us the last time around.

Mr. Hagerty said, "You just tell me whatever you need, send me an e-mail, and I'll get it done." Mr. Thompson said, "Do you think that we want to go for the 75-25 financing? That is the question." Mr. Hagerty replied, "Obviously, we want to go with the least possible on our end, so whatever is the most feasible." Further discussion followed. Mr. Thompson advised that he would tell Mr. Catlow to get started with the preparations.

There are a couple things on the schedule, SCADA and two other projects; one is the Septage Receiving Facility and the other is Dunham Road, which would be eligible for the Hazard Mitigation Grant. Discussion followed.

Dave commented that it was an eventful June. On Tuesday, June 5, the Department of Labor Standards inspection was the highlight of the month.

FINANCIAL REPORTS.

Per Mr. Thompson, "This is the end of the FY. I think we squeaked by by \$7,000 overall in the end. That was a combination of the \$10,000 that we asked the Town for out of salary and the fact that I didn't spend anything on anything or anybody in the last three weeks of June." Mr. Thompson went on to explain the end of FY financial reports.

FACILITIES MANAGER'S ANNUAL EVALUATION.

Chairman Searle said, "We are going to table this till next month. Sean [Murphy] has questions. A few guys have talked to him about stuff going on here. I don't know all of everything 'cause Sean did not fill me in I do know you had a problem with Ted [Van Gerven]." Per Mr. Thompson, "If there is a problem, it needs to be taken up with HR, which is where it belongs."

APPROVAL OF MINUTES.

Minutes of the Regular Meeting of May 24, 2018. Commissioner Ellis made a motion to approve the Minutes of the Regular Meeting of May 24, 2018 seconded by Chairman Searle. All in favor.

Minutes of the Regular Meeting of June 21, 2018 Commissioner Ellis made a motion to approve the Minutes of the Regular Meeting of June 21, 2018 seconded by Chairman Searle. All in favor.

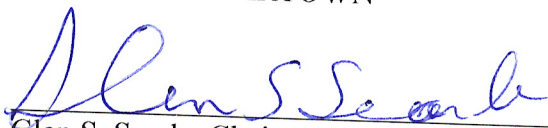
ADJOURNMENT

Chairman Searle made a motion to adjourn. All in favor. "We're done." The Regular Meeting adjourned at 4:33 p.m.

Respectfully submitted,

Marisa Boniface
Department Assistant

APPROVED:
BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN



Glen S. Searle, Chairman



Scott Ellis, Commissioner