



TOWN OF EDGARTOWN

WASTE WATER DEPARTMENT
330 WEST TISBURY ROAD
P.O. BOX 1068
EDGARTOWN, MA 02539

TEL. 508 627-5482
FAX 508 627-5169

TOWN OF EDGARTOWN BOARD OF WASTE WATER COMMISSIONERS

MINUTES OF THE REGULAR MEETING OF AUGUST 23, 2018

WASTE WATER COMMISSIONERS PRESENT:

Mr. Glen S. Searle, Chairman
Mr. Scott Ellis, Commissioner
Mr. Sean E. Murphy, Commissioner

EWWD STAFF PRESENT:

Mr. Joseph Rock, Plant Operator
Mr. David Thompson, Facilities Manager
Mrs. Pia Webster, Administrative Assistant

MEETING CALLED TO ORDER:

The Board of Waste Water Commissioners of the Town of Edgartown held their Regular Meeting on Thursday, August 23, 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 were Waste Water Commissioners Scott Ellis and Sean E. Murphy.

OLD BUSINESS:

FACILITIES MANAGER'S ANNUAL EVALUATION.

The Board conducted Facilities Manager David Thompson's Annual Performance Evaluation. Commissioner Murphy proposed that some of the stress Mr. Thompson experienced from being both the Facilities Manager and the Chief Operator might be relieved by creating the position of Foreman. A discussion ensued among the Commissioners and Mr. Thompson regarding, among other things, combining the position of Safety Officer and Foreman.

Fielding questions from Commissioner Murphy, Mr. Thompson clarified that a test had to be passed (the Grade 6 Combined Wastewater License Certification examination), combined

with a certain number of years of field experience (or experience plus education) in order to obtain a Grade 7/Chief Operator's license. Commissioner Murphy asked about the possibility of the Department of Environmental Protection allowing an employee to have a temporary license once he passed the necessary test, though in the absence of the years of work experience needed to be a Chief Operator, which had been the case when then-Facilities Manager Joseph Alosso had promoted Mr. Thompson to CO. Commissioner Ellis suggested that a proposal be drawn up for the DEP, explaining the situation at the Department and putting in some sort of "a time stipulation." "You can *ask*," responded Mr. Thompson.

Chairman Searle filled out Mr. Thompson's Performance Evaluation Form according to the input offered by all three members of the Board. (The Board granted Mr. Thompson his merit raise.) Then the Commissioners signed the form.

REPORT: UPDATE OF DEPT OF LABOR STANDARDS CORRECTIONS.

Mr. Thompson went over the corrective actions that had been taken thus far with regard to the Written Warning and Order to Correct dated June 20, 2018 issued by the Department of Labor Standards. "I've sent some of the smaller corrections to them and will send the whole package when it's done," he said, adding that he would ask for an extension for the hatch modifications.

Commissioner Murphy wondered what had instigated the DLS action. "The catastrophe over at the Harbor Master's," answered Mr. Thompson, referring to the Deputy Harbor Master being seriously injured at the Town highway barn when a boat had fallen on him the previous March. He explained further that each Department had "its own little holes" to deal with. Plant Operator Joseph Rock pointed out that because the crew was short-handed, the Facilities Manager had taken on much of the updating himself. Moreover, other Departments were using Mr. Thompson's standard template for the correction reports.

REPORT: UPDATE FROM PERSONNEL BOARD.

The Chairman and Mr. Thompson agreed that this had already been covered in the staffing discussion earlier.

OTHER BUSINESS:

FACILITIES MANAGER'S REPORTS.

Facilities Manager Thompson reported that Plant Operator Patrick Hickey would be leaving the employ of the Department in September to move on to the Wastewater Department in the Town of Oak Bluffs. Transferring to the Edgartown Treasurer's Office would be Department Assistant Marisa Boniface. "So it goes," Mr. Thompson remarked.

In other news, "we got the air dryer installed, even though it was August," continued the Facilities Manager. Also, he had been able to submit the Plant's Application for its Discharge Permit Renewal, "another monster production, due by the end of the month." He explained that at some point there would be a public notice period and a public comment period. "Is this

every five years?” inquired Commissioner Murphy. “It used to be every four,” replied Mr. Thompson, “but they bumped us forward two years. This was originally going to be last year... Part of that is because we don’t have the I-and-I study yet. That’s also in the works.”

Plant Operator Rock had a point to make. He related that even though Plant Operator Hickey’s hourly wage in Oak Bluffs would be lower, his annual take would be higher than it had been in Edgartown because Oak Bluffs paid an On-Call Stipend. “We still don’t have that,” said Mr. Rock, which had been one of the reasons for Mr. Hickey’s planned departure. “The finances made sense,” Mr. Rock stressed. “Patrick had said that if the finances hadn’t worked for him, that he would have waited, or maybe not gone at all. But it did work for him, because they did have the stipend.”

“Maybe we need to go to the Personnel Board,” declared Commissioner Murphy. Chairman Searle and Commissioner Ellis agreed. Commissioner Murphy wanted to know how to do that. “I can call them up and ask to be put on the agenda,” said Mr. Thompson, who cautioned that the Town of Oak Bluffs had “the union, so it’s a little different over there.” “Still,” emphasized Commissioner Murphy, “we all agreed with that, and it didn’t happen.”

The Chairman, a longtime member of the Parks Commission, pointed out that “even my lifeguards” received stipends and *they* worked for the Town for only 12 weeks of the year. More discussion ensued, and the Board members concurred that a meeting with the Personnel Board should be arranged to discuss the institution of an On-Call Stipend for the crew.

FINANCIAL REPORTS.

Administrative Assistant Pia Webster reported that as of the close of business that day, FY19 Total Septage Revenue stood at \$113,284.02, which constituted a 3.3 percent rise over the total – \$109,648.40 – on this date last fiscal year.

Mrs. Webster also pointed to a report titled Emergency/Off-Hours Loads April – August: A Comparison Between 2017 and 2018. Among the findings were: by August 22 of this year, there had been a single Off-Hours Load all month, while from August 1 to August 22, 2017, there had been 15 Off-Hours Loads; in July the comparison was 4 to 13; in June, 3 to 6; in May, 0 to 5; and in April, 1 to 4. *[As previously arranged with the Chairman, Commissioner Murphy left the meeting at 4:35 p.m.]*

Mrs. Webster thought that the decrease was due in part to the extension four days a week by a half hour of the Septage Receiving schedule. A larger factor, though, was Maciel & Sons having taken over from Araujo Brothers the South Beach rest stations business. Instead of using the smaller Porta Potty trucks and bringing them to the Plant several times over the weekend, Mr. Maciel’s crew discharged the Porta Potty trucks into a larger septage truck, cutting way back on the number of trips to the Receiving Station.

Turning to the FY19 Operating Budget Expenditures Report, the Admin Assistant said that although budget expenditures were currently on-target, she understood from the Facilities Manager they would soon be inundated with invoices for goods related to the fulfillment of

the Department of Labor Standards' Order to Correct, which expenses would be deducted from the New Equipment account.

ADJOURNMENT

There being no further business, Chairman Searle made a motion to adjourn the Regular Meeting, which Commissioner Ellis seconded. The motion carried unanimously by voice vote. The Regular Meeting adjourned at 4:41 p.m.

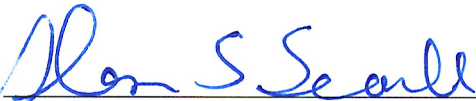
Respectfully submitted,



Pia Webster
Administrative Assistant

APPROVED:

BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN



Glen S. Searle, Chairman



Scott Ellis, Commissioner



Sean E. Murphy, Commissioner