



## TOWN OF EDGARTOWN

WASTE WATER DEPARTMENT  
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### **TOWN OF EDGARTOWN BOARD OF WASTE WATER COMMISSIONERS**

#### **MINUTES OF THE REGULAR MEETING OF MARCH 24, 2016**

#### **WASTE WATER COMMISSIONERS PRESENT:**

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

#### **EWWD STAFF PRESENT:**

Mr. Joseph Rock, Junior 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 scheduled their Regular Meeting for Thursday, March 24, 2016, 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.

#### **OLD BUSINESS:**

#### **REPORT: SCHOOL/LIBRARY BACKUP GENERATOR PROJECT RESUMPTION.**

Facilities Manager David Thompson went over the final iteration of the February 18, 2016 letter he had sent to the members of the Edgartown School Advisory Council regarding the status of the emergency generator at the Edgartown School.<sup>1</sup> Copies had been mailed to Director of Emergency Management Peter G. Shemeth, as well as the Library Advisory Committee. "So we reached out to the school," Mr. Thompson said, with the bottom line being that after July 1, Waste Water Department staff would no longer service the school's 34-year-old backup generator.

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<sup>1</sup> See pages 2-3 of the Minutes of the Regular Meeting of February 18, 2016 for details, including the Board's vote to approve the letter.

The Facilities Manager reminded the Board that FEMA funds were available for exactly the type of replacement backup generator that both the school and the library needed. Months earlier he had sent to Edgartown School Principal John W. Stevens material on suitable grant applications; Mr. Stevens had not responded. Mr. Thompson had forwarded these materials a second time.

The Facilities Manager continued that he had attended a meeting with, among others, members of the School Advisory Council, the Library Advisory Committee, the Financial Advisory Committee, as well as a representative of Powers Electric, Inc. Since the Town Administrator had “washed her hands of it,” Mr. Thompson noted, Procurement Officer Juliet Mulinare had volunteered to assist with the acquisition. “She said it won’t be fun,” remarked Mr. Thompson, “but will be good experience for her.”

After answering a few questions from the Commissioners, the discussion wound down. “So they’re back on it,” said the Facilities Manager, adding, “As of July first, see ya!”

**OLD BUSINESS: LATERAL REPLACEMENT FOR WARREN HOUSE.**

The Facilities Manager related that while he had been on vacation (on March 17), Town Administrator Pamela M. Dolby had telephoned the Waste Water Department office and declared in no uncertain terms that the Department was to pay for and participate in the sewer lateral replacement at 62 North Water Street, also known as the Warren House.<sup>2</sup> Administrative Assistant Pia Webster, who had handled the call, said that Ms. Dolby had laid out for her some of the particulars of the involvement of the Water, Highway and Waste Water Departments and their respective responsibilities in terms of funds and labor.

Mrs. Webster described calling Andrew Farrissey of Farrissey Tele-Comm, Inc., who had been engaged for the job, on instructions from the Town Administrator. She had inquired about an estimate for the work, and Mr. Farrissey had provided one in the area of \$10,000 to \$12,000. He had also spoken of his arrangement with Water Department Assistant Superintendent Shane Ben David to work on the property’s water line the following Monday, weather permitting; the sewer work could commence immediately upon its completion.

The Admin Assistant had passed on this news to the Town Administrator, assuring her that there would be adequate surplus funds in the Salaries and Wages portion of the Operating Budget to cover the cost by transfer via Chapter 77 to the Expenditures portion in early June.

“So they finally figured out what they were doing,” concluded Mr. Thompson.

**NEW BUSINESS:**

**REPORT: GHD WORKSHOP NO. 2.**

The Facilities Manager reported on a March 22 visit by GHD Project Manager Marc Drainville and his colleague Anastasia Rudenko, who had been processing data about the Plant and the Pump Stations, from which they had rated the Likelihood of Failure and the Consequence of

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<sup>2</sup> *Ibid.*, page 5, for background on the Warren House and the Town’s relationship to it.



Failure for the various components and would later establish a schedule for their replacement. The data, Mr. Thompson said, would be set into a detailed risk assessment chart, from which a Capital Improvement Plan would be devised.

Mr. Thompson then presented the first of two charts that had resulted from Workshop No. 2, this one analyzing the Criticality of the Components of the Pump Stations. Across the top of the chart read the categories of: Pump Station (PS); Component; Year Constructed; Design Life; Life Remaining; % Life Remaining; Years Beyond Design Life; Likelihood of Failure (LoF); Modified LoF; Consequence of Failure (CoF); “Desktop” Criticality; Weighted Criticality; Comments; # of Dependent PS; Past Useful Life?; Recommended Project.<sup>3</sup>

Each Component of each Pump Station was listed in order of Weighted Criticality, in the following range: (4) Very High, with the cell colored red; (3) High, orange; (2) Medium, yellow; and (1) Low, green.

The Facilities Manager pointed out that although the Pump Stations chart’s Criticality columns were dominated by red and orange cells, “a bunch of the Dock Street things are actually being taken care of” by the Hazard Mitigation Grant Program Project.

Mr. Thompson then rolled out a two-page chart that analyzed the Components of the Plant itself. The column headers were much the same as for the Pump Stations chart except: Location, Manufacturer, Equipment Name, and Type columns replaced the Pump Station column; and Manufacturer Notes and Operator Notes columns had been added. The Facilities Manager remarked that despite there still being plenty of red cells, there were, in fact, a few green cells in this analysis. (There had not been any on the Pump Stations chart.)

Mr. Thompson answered a few questions from the Board members regarding the chart. He noted that the Warrant Article for the FY17 funding of the bar screen rack was set for Annual Town Meeting; and that the macerator would be ordered on July 1. So these items would be taken care of in FY17. He also explained that as the engineers were going through each Component of the Facility, they were calling the manufacturer and getting pricing. “In my opinion,” the Facilities Manager said, “this whole thing is ahead of schedule.” He added, “I’m pretty happy with GHD.”

“Nice job!” said Chairman Searle. “Great job!” echoed Waste Water Commissioner Scott Ellis. Waste Water Commissioner Sean E. Murphy nodded in agreement.

**OTHER BUSINESS:**

**FACILITIES MANAGER’S REPORT.**

Mr. Thompson reported that on February 4 the container had returned half-full from the Synagro plant in Woonsocket, R.I., where the Facility’s sludge cakes were transported by Howland Disposal Services of Plymouth, Mass. for incineration. After discussion with representatives from both parties, he said, the Facilities Manager had worked out acceptable credits with each

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<sup>3</sup> According to Mr. Thompson, the “Desktop” Criticality ranking derives from a “to all appearances” approach or from what an outside expert might reasonably conclude; while the Weighted Criticality ranking incorporates factors like staff input.

vendor. "How'd that happen?" wondered Commissioner Ellis. Guess someone wasn't paying attention, replied Mr. Thompson.

The Facilities Manager also reported briefly on: issues with the Weismann macerator, which was irreparable; and a site visit to The Atlantic restaurant with Plumbing Inspector George Apostolides and engineer Richard J. Barbini, looking for a spot on the property for an ejector.

#### **FINANCIAL REPORTS.**

Admin Assistant Webster drew the attention of those present to her March 22 memorandum to Town Accountant Kimberly G. Kane with the subject line "FY16 Sewer User Charges Commitment No. 2 – How to Bill Second Commitment on MUNIS." She related that the design of the billing system obliged her to bill for the full fiscal year Sewer Users who had tied in after October 28, 2015 (the date of Commitment No. 1); and then abate off the appropriate amount, that is, the portion of the fiscal year from July 1, 2015 until the day the property's service was initiated. Mrs. Webster expected, she said, for Commitment No. 2 to raise an additional \$9,200.

As of March 22, the Admin Assistant continued, Fiscal Year 2016 Sewer Charges Collections stood at \$1,153,755.55 or 96 percent of the Adjusted Commitment, with \$48,528.10 left to collect.

Mrs. Webster had drawn up a chart plotting Septage Revenue by Waste Type by fiscal year (FY12-FY15) for the period of April 1 through June 30. The chart also included the totals of the entire fiscal year beneath the April-June totals. Based upon a moving average of these figures and the March 24, 2016 FY16 Septage Revenue total of \$297,698.93, the Admin Assistant stated that even a conservative estimate would put an end-of-fiscal-year estimate for Total Septage Revenue in the area of \$425,000, a new record.

The Facilities Manager went over the Operating Budget figures as of the Bill Warrants dated March 28, reporting that the percentage of funds used of the Total Operating Budget Expenses stood at 75.6 percent.

#### **APPROVAL OF MINUTES.**

The Board members turned to the **Minutes of the Regular Meeting of December 17, 2015**. There being no comments or amendments offered, Commissioner Ellis made a motion to approve as written, seconded by Commissioner Murphy. The motion carried unanimously by voice vote.

Next, the Commissioners considered the **Minutes of the Regular Meeting of January 21, 2016**. There being no comments or amendments offered, Commissioner Ellis made a motion to approve as written, seconded by Commissioner Murphy. The motion carried unanimously by voice vote.

Lastly, the Board scrutinized the **Minutes of the Regular Meeting of February 18, 2016**. There being no comments or amendments offered, Commissioner Murphy made a motion to approve as written, seconded by Chairman Searle. The motion carried unanimously by voice vote.



**ADJOURNMENT**

There being no further business, Chairman Searle asked for a motion to adjourn, which Commissioner Murphy provided. Commissioner Ellis offered a second, and the motion carried unanimously by voice vote. Chairman Searle adjourned the meeting at 4:22 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