



TOWN OF EDGARTOWN

WASTE WATER DEPARTMENT
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TOWN OF EDGARTOWN BOARD OF WASTE WATER COMMISSIONERS

MINUTES OF THE REGULAR MEETING OF APRIL 25, 2013

WASTE WATER COMMISSIONERS PRESENT:

Mr. James K. Carter, Chairman
Mr. Glen S. Searle, Commissioner

WASTE WATER COMMISSIONER ABSENT: Mr. Timothy K. Connelly

EWWD STAFF PRESENT:

Ms. Shelley Reed, Assistant/Operator
Mr. David Thompson, Chief Operator
Mrs. Pia Webster, Administrative Assistant

OTHER(S) PRESENT:

None

MEETING CALLED TO ORDER:

The Board of Waste Water Commissioners of the Town of Edgartown held their Regular April Meeting on Thursday, April 25, 2013, at 2:00 p.m. in the conference room at the Edgartown Waste Water Treatment Facility, located at 330 West Tisbury Road, Edgartown, Mass. At 2:00 p.m., Chairman James K. Carter called the meeting to order.

APPROVAL OF MINUTES:

Waste Water Commissioner Glen S. Searle offered a motion to approve the **Minutes of the Regular Meeting of March 14, 2013** as written, and Chairman Carter provided a second. There being no comments or amendments, the motion carried unanimously by voice vote.

The Minutes of the Special Meeting of March 25, 2013 were not ready for approval.

OLD BUSINESS:

**UPDATE: ODOR CONTROL SYSTEM COATING
REPLACEMENT RFP AND BID PROCESS.**

Chief Operator David Thompson reported that a single person had shown up for the required April 16 site visit related to the Odor Control System Coating Replacement Request For Proposals. What would happen now "remains to be seen," he said, adding that any other interested contractor did have the option of arranging a private site visit prior to the bid submission deadline of May 2.

Commissioner Searle inquired if there was a firm other than Haley and Ward, Inc. that Island Towns used for generating RFPs, something to consider in view of the lack of interest precipitated by the one under discussion. Mr. Thompson replied that Haley and Ward had prepared similar documents for the Water Department, with good results.

The Chairman asked if the person who attended the site visit was local. No, answered the Chief Operator, from Attleboro. Mr. Thompson then enumerated all the places the RFP had been listed, which included *The Martha's Vineyard Times* and the *Cape Cod Times*, as well as in the Central Register and the Comm-PASS website.

Responding to another query from Chairman Carter, the Chief Operator said that the Department did not need more than one bid. "If *no* one bids," he noted, "we start over in the fall." "Are there any issues if we don't do it?" asked the Chairman. Mr. Thompson replied that the job could wait until the fall.

NEW BUSINESS:

DISCUSSION/VOTE: PURCHASE OF ROLL-OFF CONTAINERS.

The Board members looked at a color photocopy of the type of roll-off container that the Chief Operator was looking to purchase. The meeting packets also included a series of e-mails between Mr. Thompson and Procurement Officer Jen O'Hanlon as well as correspondence between the Chief Operator and the Town Administrator. Mr. Thompson explained that he had been working with Buck's Fabricating, the maker of the containers, trying to work out a lining that was both durable and economical.

The Chief Operator continued that the entire container was plastic, much like a plastic cutting board, making it corrosion-proof. The plastic was welded seamlessly, to prevent leakage.

The initial quotation for the 30-yard container had been \$9,100. Two days ago, the price had ballooned to \$11,000. Alternatively, Mr. Thompson proposed, the Department could get two 25-yard containers, retrofit the covers, and keep the total cost under \$25,000. Chairman Carter wondered what happened to the warranty if the covers were retrofitted.

Next, the Chief Operator spoke of meeting with the Procurement Officer, who had felt the Department "would have no problem" conducting this purchase as a sole source

procurement so long as the cost was kept under the \$25,000 threshold. The Chairman wanted to know where the money was coming from; and Mr. Thompson pointed to the sludge hauling (Equipment Hire) budget. Did this have the Town Accountant's blessing? asked Chairman Carter? Not yet, said the Chief Operator.

When Commissioner Searle inquired about warranties, Mr. Thompson related that this was the very container used by Synagro, the sludge incineration operation in Woonsocket to which the EWWTF sent its sludge cakes. He added that it was not a transportation container but a storage container.

Commissioner Searle made the following motion: To grant the Chief Operator permission to proceed with the purchase of two of the Buck's Fabricating 25-yard roll-off containers, paying for them out of the Equipment Hire Account, pending approval by the Town Accountant. Chairman Carter offered a second.

The Chairman confirmed with Chief Operator Thompson that after the start of the new fiscal year, the Department could order a third container immediately. Admin Assistant Webster expressed concern that the purchase of the third container would bring the amount spent cumulatively to more than \$25,000. She worried, she said, that this would jeopardize the sole source procurement status of the purchase.

The motion carried unanimously by voice vote.

DISCUSSION/POSSIBLE VOTE: PODGURSKI SERVICE IN MAY.

Chief Operator Thompson reported that a Podgurski Corporation Vactor 2100 truck would be jetting Edgartown's lines on Monday, May 6, at a cost of around \$2,200 for the day. (On May 7 the same truck would do work for the Edgartown Highway Department; on May 8, for the Oak Bluffs Wastewater Department; and on May 9, for the Oak Bluffs Highway Department.) "Our guys do a lot of the monkey work," Mr. Thompson added. There was some discussion about the Department buying its own vac truck.

**DISCUSSION/POSSIBLE VOTE: INTERDEPARTMENTAL SEPTAGE
ACCEPTANCE ARRANGEMENTS.**

Chief Operator Thompson reminded the Commissioners that the subject of septage acceptance from other Town Department had arisen from a recent request by Stuart Fuller of the Highway Department. [See page 4 of the Minutes of the Special Meeting of March 25, 2013.] Admin Assistant Webster pointed out that the Waste Water Department had never charged for sewer service to Town properties. Mr. Thompson suggested that the particular Department having its septic system pumped would have to contract with a hauler on its own for the pickup; that was their responsibility.

After some discussion, it was decided that a letter to the Town Departments affected would be drafted for the Commissioners to review and discuss at their next Regular Meeting.

DISCUSSION/VOTE: REQUEST FOR AUTHORITY TO ABATE LIEN.

Assistant/Operator Shelley Reed presented the case of Edward Jepsen, owner of 80 School Street (Parcel 20C-203), whose property had been liened in error in May 2012. Chairman Carter expressed his concern that the mistake related to Mr. Jepsen's account had been known to Department staff for quite some time yet it was only now being addressed. The Chairman said he would like better tracking of staff assignments, customer complaints and the like to ensure proper follow-through.

Commissioner Searle made a motion to allow the abatement of the sewer lien attached to Edgartown Parcel 20C-203 at 80 School Street on May 29, 2012; and further, that the Board wished to ask the Department of Revenue's Division of Local Services to grant the Edgartown Tax Collector permission to abate that sewer lien. Chairman Carter offered a second. There being no questions or comments, the motion carried unanimously by voice vote.

OTHER BUSINESS:

CHIEF OPERATOR'S REPORT: MARCH 2013.

Chief Operator Thompson offered his operations report for March, relating that the plant flow that month was 5,160,910 gallons, while the total nitrogen had an average of 1.72 milligrams/liter, which he characterized as "very good."

"March was a little crazy," the Chief Operator continued. The Zetron plant alarm autodialer had died, so a new power-supply board was installed at a cost of around \$2,500. The blizzard known as "Saturn" had flooded the Yacht Club parking lot three times, leading to salinity concerns.

There were other incidents. On March 7 the NSTAR pedestal box with the plant's meter box had blown over during a gale. After consulting with Powers Electric, the crew had righted the panel with no apparent ill effects until remounting the box later with bolts and concrete.

On March 13 the crew repaired a force main at the Meshacket wet well, removing the existing, nonfunctioning flow meter from the station. On March 18 belt filter press No. 1 failed to start. Eventually, the cause was chased down to a bad terminal in the BFP panel. In addition, a portable dissolved oxygen (DO) meter failed that day; replacing it cost about \$1,000.

The third week of March brought troubles with the roll-on sludge containers. When one returned from off-Island with about a foot of material still inside, members of the crew had to remove what remained manually. Damage to the containers was first addressed by inserting a bag liner, later found to be unacceptable to Synagro. So on March 21 Operators Theodore Van Gerven and Michael Perry had cut steel patches and welded the porous areas.

On March 24, when accepting a grease load from the Ocean View, the operator could not get the flow meter at Station 2 to register. This occurred on a Sunday. The following day Admin Assistant Webster entered the approximate discharge volume manually.

A brief discussion ensued regarding the occurrences of manual entries tied to failures of the flow meter at Station 2 and the cost of a replacement flow meter (about \$4,000). Responding to a query from Chairman Carter, the Chief Operator explained that the haulers' trucks had sight glass that helped the operator and hauler estimate the load. As the discussion wound down, the Chairman declared that staff was to bring any significant equipment purchase to the Board. That discussion could be continued, he said, in their next Regular Meeting.

Lastly, on March 28 the crew from Farrissey Tele-Comm, Inc. had hit a water main while tying in a property on Plain Field Way. To add insult to injury, the tie-in was being performed without a call to the Waste Water Department for an inspection nor an excavation permit from the Highway Department.

REPORT ON MARCH 2013 FINANCIALS.

The Chief Operator went over the Operating Budget Expenditures Report as of April 30, 2013. Total expenditures, including Capital Outlay, stood at 51.5 percent of the total budgeted. The extent of Office Supplies expenditures – at 252.1 percent of the amount budgeted – was remarked upon. Chief Operator Thompson explained how former Facilities Manager Joseph N. Alosso's spending in this area had been relegated to other accounts once it had reached the upper limit in the Office Supplies account. What the Commissioners were looking at here was a far more realistic picture of what the Department needed to spend and did spend in this area.

Admin Assistant Webster commented that the Septage Income Report for the Month Ended March 31, 2013 looked promising. Referring to a chart titled "Septage Billed Revenue: A Comparison with FY 2012," Mrs. Webster noted that the Department was on track to reach the target of \$300,000 by June 30.

Things did not look as rosy overall in the Cash Receipts Report as of March 31, 2013, continued the Admin Assistant, since the revenue from the FY13 sewer billing had just begun to trickle in.

REPORT/VOTE/SIGN: ROAD TO THE PLAINS SEWER EXTENSION.

Chief Operator Thompson related that he had composed a long letter in response to the March 5, 2013 correspondence from attorney Paul K. Donovan, who was representing a group of homeowners on Road to the Plains who wished to extend sewer service down to their area. However, when Town Counsel Ronald H. Rappaport had been consulted, the response he composed for the Commissioners' signatures was decidedly briefer:

"Thank you for your proposal regarding a possible sewer extension along Road to the Plains in Edgartown. The

Waste Water Commissioners have reviewed your proposal, but are not inclined to proceed along the lines you have suggested at this time."

Commissioner Searle made a motion to accept for the Board's signature the letter recommended by Attorney Rappaport, seconded by Chairman Carter. The motion carried by voice vote. The Board members signed said letter.

ADJOURNMENT

There being no further business, Chairman Carter asked for a motion to adjourn. Commissioner Searle offered a motion to adjourn, seconded by the Chairman. The motion carried unanimously by voice vote, and Chairman Carter adjourned the meeting at 3:20 p.m.


Respectfully submitted,



Pia Webster
Administrative Assistant

APPROVED:

BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN



James K. Carter, Chairman



Glen S. Searle, Commissioner