



TOWN OF EDGARTOWN

WASTE WATER DEPARTMENT
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TOWN OF EDGARTOWN BOARD OF WASTE WATER COMMISSIONERS

MINUTES OF THE REGULAR MEETING OF OCTOBER 17, 2013

WASTE WATER COMMISSIONERS PRESENT:

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

EWWD STAFF PRESENT:

Ms. Shelley Reed, Assistant/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 at 2:00 p.m. on Thursday, October 17, 2013, 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.

OLD BUSINESS:

HAZARD MITIGATION PROGRAM GRANT.

Facilities Manager David Thompson stated that no, there were no materials in the meeting packets related to the Hazard Mitigation Program Grant (HMPG) project. He had gotten a package back from Town Administrator Pamela M. Dolby, who had signed as Contractor Authorized Signatory herself, he said.

Mr. Thompson continued that he had gone 'round and 'round with Ms. Dolby on the project's budget. The MEMA people had recommended leaving a token amount of funding, say \$5,000, in FY16 to keep that fiscal year viable. "It leaves an open channel," explained Administrative Assistant Pia Webster. Otherwise, the project could not be carried into that year. Optimistically, said the Facilities Manager, he expected to be able to do the entire project in FY15.

Chairman Carter wondered what would happen if work was done in FY15 but had to be paid with funds in the FY16 budget. That is why only a token amount would be put into the FY16 budget, explained Mr. Thompson. But you could carry forward whatever you had left from the previous fiscal year into FY16, added Mrs. Webster.

Talk turned to who the Project Manager would be. It could be Ian Catlow of Tighe & Bond, said the Facilities Manager, but Mr. Catlow would not be onsite. Though Mr. Thompson himself could take on the role, it was not something he relished, he said.

The Facilities Manager explained that the \$393,570 of the HMP Grant added to the \$273,000 the Town already had in government grants put the total over \$500,000, triggering the need for an automatic audit. The set cost of such audit was \$6,500, and the Department that triggered the audit had to pay for it. So a Warrant Article would be needed to raise that amount, said Mr. Thompson.

The Facilities Manager wound down his presentation. Chairman Carter reminded him to provide the Town Administrator and Town Accountant with copies of everything he submitted.

Mr. Thompson announced that he would be meeting with the Capital Programs Committee on Friday, November 15, at 5 p.m. There was a deadline of October 30 to get back to the Committee with one's proposal. Responding to a query from Commissioner Glen S. Searle, Admin Assistant Webster reminded him that the Board had voted in August to ask the Town for \$145,000 to \$150,000 for the Town's part of the grant. *[See pages 5-6 of the Minutes of the Meeting of August 15, 2013.]*

NEW BUSINESS:

ACCEPTANCE/SIGNING: FY14 SEWER BILLING COMMITMENT.

There was no Sewer Billing Commitment ready for signing. Assistant/Operator Shelley Reed related how she had done a trial run of the FY14 Sewer Bills that had turned out to be full of glitches. She discovered on the test run that the PDF printout and the Charges Proof Report, which the Department uses as its Commitment, carried over any balances left from FY13, instead of starting with a clean slate. "It's automatic with MUNIS," explained Ms. Reed, "but we had our fiscal years separate."

Ms. Reed continued that after consulting with Town Collector Melissa Kuehne, it was decided that the Waste Water Department would bill in March 2014, after the lingering unpaid FY13 Sewer Charges had been liened. "Missy [Kuehne] liens in December and clears the books," said Ms. Reed. Mrs. Webster added, "We don't have much choice."

Chairman Carter expressed concern that the flow of revenue was being postponed. When he asked if the IT Manager could help, Admin Assistant Webster explained that Mr. Darack did not want to be involved in the Utility Billing. "It's a rotten situation," commented the Facilities Manager.

RECOMMENDATIONS FOR WASTE WATER LOT DESIGNATIONS.

Facilities Manager Thompson went over with the Board a number of Town-owned lots which he believed could be used by the Waste Water Department in the future. In the heart of Ocean Heights on Map 11A were Lots 165 and 171, on the Sengekontacket side of the Edgartown-Vineyard Haven Road. The 1.6 acres was large enough to build a substation. What about a leaching field? asked the Chairman. It's a little small for that, replied Mr. Thompson.

Map 11, Lot 80.1 was already designated as belonging to the Department. The Facilities Manager noted that it was close to Major's Cove and could be of use if the Department sewer that area. Isn't that near the Water Department's pump station? asked Commissioner Searle? Yes, it is, answered Admin Assistant Webster, who added that Water Superintendent Fred R. Domont had been upset a couple of years earlier when the Chief Assessor had labeled the lot as belonging to the Waste Water Department.

Besides the lots in the Sengekontacket Watershed, Mr. Thompson pointed to 67 Pennywise Path, Map 21, Lot 70. The Facilities Manager described an idea he had about installing a force main down Jernegan Pond Road, offering service to the approximately 32 houses there. This in turn could offset 180 houses "on the other side of the hill" in the Trapps Pond area, which lies in the Sengekontacket Watershed. Jernegan Pond Road lies in a Zone II Area of Contribution, so both the Board of Health and the Department of Environmental Protection would be on board with sewer that area, he thought.

Chairman Carter commented that he was "not keen" on using Lot 80.1 on Map 11, the lot that abutted Water Department property. Mr. Thompson pointed out that the location was key to the sewer of Dodgers Hole and Sandy Valley. The Chairman noted that there was a lot on the corner of Hollybear Lane and the Vineyard Haven Road owned or formerly owned by Ron Chambers that could work well for the Department's purposes.

REFUND REQUEST: MATT DYROFF, 28 PINE STREET, MAP 20A, LOT 133.1.

Admin Assistant Webster related that Matt Dyroff, owner of 28 Pine Street, had been sent an FY13 Sewer Bill in error, since the property had not been tied in until July 22, 2013. Mr. Dyroff, however, had gone ahead and paid the bill in full, including interest. So a refund was necessary, although the interest paid could not be reimbursed.

Commissioner Searle made a motion to adjust off the \$1,170.00 FY13 Sewer Bill for 28 Pine Street and to refund that amount to owner Matt Dyroff. Chairman Carter provided a second, and the motion carried unanimously by voice vote.

REPORT: NEW EASEMENT FORMS FROM TOWN COUNSEL.

Admin Assistant Webster briefly reviewed the new easement forms provided by Karen Burke of Reynolds, Rappaport, Kaplan & Hackney. She pointed out that Land Court Land

required one form and Recorded Land, another. This would be sorted out when the applicant or his/her agent first approached the Department to apply for a permit.

OTHER BUSINESS:

FACILITIES MANAGER'S REPORT.

Mr. Thompson reported that plant effluent flow was 8.3 million gallons for September, compared to 8.5 million one year earlier. Chairman Carter wanted to know what the Facilities Manager had done about the whole high-summer-flow issue that had arisen in July and August. Mr. Thompson replied that he had sent a long e-mail to Town Administrator Pamela M. Dolby explaining what he had learned of the 8-inch flow restriction on the 10-inch influent line installed when the plant was first fired up. *[For a full explanation, see pages 4-5 of the Minutes of the Special Meeting of August 29, 2013.]* "It's a nonissue at this point," the Facilities Manager added.

SEPTEMBER FINANCIALS.

Admin Assistant Webster pointed to the higher Septage Billed Revenue as well as the considerable septage volume so far for FY14. As of this day, total volume since July 1 had reached 752,704 gallons, while in FY13 on this day, that figure was 443,117 gallons, and in FY12, 556, 954 gallons. As for income, Septage Billed Revenue came to \$166,844.19 so far, compared to \$98,621.28 in FY13 and \$150,058.55 in FY12. Further, Mrs. Webster noted, the rate for Septage was 28 cents a gallons in FY12 and 24 cents in the other years.

APPROVAL OF MINUTES.

Next, the Commissioners considered the **Minutes of the Special Meeting of August 29, 2013**. On a motion by Commissioner Searle, seconded by Chairman Carter, the minutes were approved as written by unanimous voice vote. The time was 2:51 p.m.

MISCELLANEOUS.

Commissioner Searle made mention of the latest attempt by developer Michael Kidder to put a subdivision with sewerage down Mullen Way. The Facilities Manager commented that if the Department did not have a defensible reason to say no, indeed Mr. Kidder could privately carry out the installation. He added that currently the nearest pipe was at the end of School Street. "We're not in the planning business," Chairman Carter remarked, declaring that it was up to Mr. Kidder to come up with the particulars.

Facilities Manager Thompson spoke briefly about the memorandum to the haulers, written by him and signed by him and the Board, which was being distributed to the drivers as they came through the stations. Commissioner Searle suggested that he send copies to the owners as well. "That's not a bad idea," said the Chairman. The memorandum dealt with concerns about inaccurate waste-type entries and unfriendly hauler attitudes.

ADJOURNMENT

There being no further business or comment, 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 2:57 p.m.

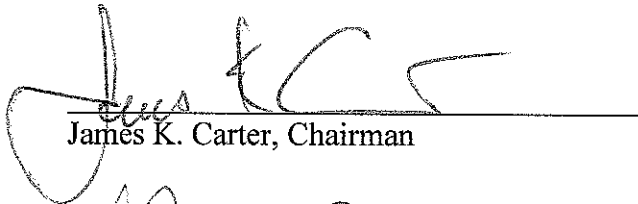
Respectfully submitted,



Pia Webster
Administrative Assistant

APPROVED:

BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN



James K. Carter, Chairman



Glen S. Searle, Commissioner