

**Minutes of the**  
**Regular Meeting of February 11, 2014**

**WATER COMMISSIONERS PRESENT:**

Mr. James E. Kelleher, Chairman  
Mr. John S. Lovewell, Water Commissioner  
Mr. David Burke, Water Commissioner

**EWD STAFF PRESENT:**

Mr. Fred R. Domont, Water Superintendent  
Mr. Shane Ben David, Foreman  
Lindsey Mercier, Administrative Assistant

**Meeting Called to Order:**

Meeting was called to order by Mr. Kelleher at 4:12pm

**Minutes:**

Minutes from January 14, 2014 will be voted on at next month's meeting.

**Old Business:**

**EOEA Letter:**

Mr. Kelleher will return the plans, that show the land swap, to Mr. Lovewell and a letter will not be sent.

**Solar Panels:**

Mr. Lovewell visited the construction site and reported there are no generators and the land will be hydra seeded.

Mr. Domont had some questions that he addressed when he spoke with Jane Varkonda, Conservation Agent, and the American Energy Capital group. His two main concerns are what is used to clean the solar panels and what is in the solar panels. He was informed that the panels aren't cleaned because it would void the warranty. He didn't get a response as to what was inside the panels.

Mr. Lovewell would like some general information about maintaining solar panels.

**Trial run between Oak Bluffs & Edgartown:**

Oak Bluffs and Edgartown are each taking water samples to test to make sure there are no bacteria before Oak Bluffs closes their gate and runs off the Edgartown standpipe in a trial run. If both towns test negative the test run should be started the week of February 17, 2014 and run for a few days.

Mr. Lovewell stated he had no problem with Oak Bluffs water.

**NEW BUSINESS:**

**Working out of pay grade:**

Mr. Domont has been taking vacation time. During the time he has been out Mr. Ben David has been covering for him. According to town by laws any employee working out of pay grade for 2 consecutive weeks "will be entitled to receive the salary of the higher grade at step 1 or at the step higher and closest to the employee's current wage, whichever is higher."

Mr. Burke motioned for Mr. Ben David to receive the pay grade raise for covering for Mr. Domont. Mr. Lovewell seconded and the motion carried unanimously.

**Job Descriptions:**

The personnel board is meeting February 12, 2014 at 1pm. On the agenda is the Water Department's Department Assistant inquiry about changing the pay grade. Mr. Kelleher and Mr. Burke will attend the meeting.

Mr. Domont thinks it will be difficult in the future to fill the jobs of Superintendent, Foreman and Chief Operator due to the requirements for those positions. The Superintendent position requires a grade 4 water distribution license and a grade 3 treatment license. Mr. Domont feels

the commissioners should lower the requirements to a grade 3 for distribution license and a grade 1 treatment license. According to the DEP the Edgartown Water department is only required to have a grade 2 distribution license and a grade 1 treatment license to be a superintendent of a system this size. Mr. Domont believes there will be more interest if the requirements are not so high. Mr. Ben David produced a copy of the superintendent requirements and it was shown that the qualifications had already been lowered. The Foreman position is a grade 3 distribution and should be lowered to a grade 2.

Mr. Lovewell would like to see a copy of the ad that was run for the laborer position. The commissioners would also like to look over the applications that have been submitted. There have been about 30 applications taken in.

**Correspondence File:**

Mr. Lovewell suggested having 2 files, one that contains incoming and one containing outgoing mail or paperwork. The files can be viewed at the monthly water commissioners meeting.

**OTHER BUSINESS:**

Mr. Domont stated that the Town Accountant informed Mr. Ben David that the \$30,000.00 that was voted in April of 2012 for the purchase of a new truck has to be re-voted at the annual town meeting in April of 2014. Mr. Domont questioned where the \$30,000.00 went since it was transferred out of the surplus account. Ms. Mercier will look in to this matter.

Mr. Domont wants the commissioners to start thinking about an ad for a new Superintendent because Mr. Domont stated his retirement date is April 27, 2014 which is a Sunday, his last day of employment will be April 25, 2014. Mr. Domont will be meeting with the retirement board representative in the beginning of March.

Mr. Domont brought to the commissioners attention that the Town Administrator commented on the Management report for the water department which they do not have the authority to do. Mr. Ben David went over the recommendations of the report and responses to them.

Mr. Lovewell questioned the contract with Tata & Howard on the study of a second standpipe. Mr. Lovewell would like to take action by either signing the contract or not. Mr. Lovewell also questioned if an application to the USDA has been prepared for the painting of the standpipe.

**ADJOURNMENT:**

Mr. Lovewell motioned, Mr. Burke seconded and the Commissioners voted unanimously to adjourn the meeting at 5:25pm.

Respectfully submitted,

Lindsey Mercier  
Administrative Assistant

APPROVED:

BOARD OF WATER COMMISSIONERS  
TOWN OF EDGARTOWN

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James E. Kelleher, Chairman

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John S. Lovewell, Water Commissioner

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David Burke, Water Commissioner