

**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS
MINUTES OF THE RESCHEDULED
REGULAR MEETING OF DECEMBER 3, 2020
CONDUCTED VIA ZOOM TELECONFERENCE**

WASTE WATER COMMISSIONERS PRESENT:

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

EWWD STAFF PRESENT:

Mr. William G. Burke, Facilities Manager
Mr. Joseph Rock, Chief Operator
Ms. Jennifer Smyth, Department Assistant, Meeting Host
Mrs. Pia Webster, Administrative Assistant

OTHERS PRESENT:

Mr. Ian B. Catlow, PE, Vice President, Tighe & Bond
Mr. William C. (Chuck) Sullivan, AIA, Principal, Sullivan + Associates Architects

PREFATORY REMARKS

This being a teleconferenced meeting, Admin Assistant Pia Webster read into the record a prepared statement titled "Introduction to Teleconference," which outlined the governor's Executive Order and the current State of Emergency declared in the Commonwealth due to the Coronavirus Pandemic; and included cautionary words about the public nature of the video conference, as well as the means by which those listening in could obtain copies of the materials being discussed.

MEETING CALLED TO ORDER:

The Board of Waste Water Commissioners of the Town of Edgartown held their Rescheduled November Regular Meeting on Thursday, December 3, 2020, at 3:00 p.m. via the Zoom teleconference app. At 3:00 p.m. Chairman Glen S. Searle called the meeting to order and read into the record a written statement titled "Teleconference Meeting Ground Rules." Public comment would be allowed in this meeting during the New Business section, the Chairman announced.

OLD BUSINESS:

UPDATE: IAN B. CATLOW ON PROGRESS OF CIP PROJECTS.

Ian B. Catlow, Vice President of Tighe & Bond, reported that T&B had been taking many shop drawings and submittals from the contractor for the Chase & Dunham Road Station Upgrades Project. Damon Burchill of Robert B. Our Co. said he planned to mobilize to the site on or about December 16, starting with the bypass piping at Dunham Road. Earlier in the day Mr. Catlow had discussed with the Facilities Manager an upgraded SCADA design for the system.

DISCUSS/VOTE: POLICY ON LIMITS ON E-ONE ELECTRICAL PANEL SERVICE.

Facilities Manager Burke explained that because of the varying skills of the Operators in the Department and the question of liability, it might make sense to do what other Towns that used E-One pumps did, which was to limit service to the components of the pump itself and to leave repairs of the control panel to licensed electricians. Chief Operator Joseph Rock offered input on the subject, agreeing with Mr. Burke's assessment.

Commissioner Murphy made a motion that the Board would support whatever policy the Facilities Manager and the Chief Operator wanted to implement relative to when an electrician was required to address an issue with an E-One control panel (no second). Commission Murphy said the policy should be in writing and eventually incorporated in the Rules and Regulations. Mr. Rock suggested that any change should be communicated to the Department's customers in the next billing cycle. It was agreed that Mr. Burke would put into writing said policy, which would be voted on in the next Regular Meeting.

NEW BUSINESS:

REPORT/DISCUSS/POSSIBLE VOTE: 222 UPPER MAIN ST – TIE-IN; EXPANSION.

William C. (Chuck) Sullivan, Principal of Sullivan + Associates Architects, said the owners of the Edgar Hotel had bought the former Arbor Inn and hoped to bring it back to a hotel-type use. Under Phase 1 the interior, which had been used as a boarding house lately, would be cleaned up and returned to a hotel use through permitting by the Planning Board and the M.V. Commission, most likely. It would involve a six-room expansion, each room en suite; currently, there were 13 rooms total on the property, 11 in the main building, and one in each of the two outbuildings. Currently on septic, this would be a new tie-in.

Commissioner Murphy asked if the two outbuildings were habitable space; yes, said Mr. Sullivan. Chairman Searle wanted to know if the Upper Main sewer line could handle the tie-in of this project; Mr. Burke said yes. Commissioner Murphy made a motion to approve the tie-in of 222 Upper Main Street, conditioning it that all the other required permits have to allow the 19 bedrooms in Phase 1; and further, that if fewer than the 19 bedrooms were allowed by the other permitting agencies, the applicant was to return to the Board for further deliberation and adjustment. Commissioner Ellis provided a second, and Chairman Searle conducted a Roll Call Vote, with the following result: Mr. Murphy, Aye; Mr. Ellis, Aye; Mr. Searle, Aye.

After a brief discussion, it was agreed that staff would write a letter for the applicant, describing the results of the vote.

OTHER BUSINESS:

FACILITIES MANAGER'S REPORT.

Mr. Burke reported that the overhead door for the Old Septage Shed was finished and that one application for the job posting had been received. He said it was doubtful the new septage storage tank – for which the bids had come in too high – would be needed, with much of the septage now being taken off-Island. So he had asked Mr. Catlow to look into an upgrade of the SCADA system, an expense that could probably be covered by the springtime Chapter 77 Transfer. Mr. Burke also spoke of incentives from the Cape Light Compact to recondition the three RAS pumps, instead of replacing them, as had been planned for in the Capital Improvements Program.

CHIEF OPERATOR'S REPORT.

Mr. Rock reported on: some odor complaints that turned out not to have originated with the Plant or the system; the Department's off-season swap-overs; and the new breaker installed for the Dunham Road Station generator.

FINANCIAL REPORTS.

Admin Assistant Pia Webster said she had sent the financial reports out earlier in the week, along with explanatory cover e-mails. She asked if anyone had any questions; no one did.

DISCUSS/POSSIBLE VOTE: REMOVAL OF STATEMENTS FROM MINUTES.

The Commissioners considered the request from Catherine Clairmont and Patrick Kager to remove a number of statements from the meeting minutes, as listed on an attachment provided by Deborah I. Ecker. Commissioner Murphy made a motion to remove the requested statements from the minutes, seconded by Chairman Searle. The Chairman conducted a Roll Call Vote, with the following result: Mr. Murphy, Aye; Mr. Ellis, Aye; Mr. Searle, Aye.

APPROVAL OF MINUTES.

Commissioner Ellis made a motion to approve the **Minutes of the Regular Meeting of October 15, 2020**, seconded by Chairman Searle. The Chairman conducted a Roll Call Vote, with the following result: Mr. Murphy, Aye, for the part he was at; Mr. Ellis, Aye; Mr. Searle, Aye.

Commissioner Ellis made a motion to approve the **Minutes of the Special Meeting of October 22, 2020**, seconded by Chairman Searle. The Chairman conducted a Roll Call Vote, with the following result: Mr. Ellis, Aye; Mr. Searle, Aye. Mr. Murphy abstained because he had not attended that meeting.

ADJOURNMENT

There being no further business, the Chairman made a motion to adjourn the Regular Meeting, which Commissioner Ellis seconded. Chairman Searle conducted a Roll Call Vote, with this result: Mr. Murphy, Aye; Mr. Ellis, Aye; Mr. Searle, Aye. The Regular Meeting adjourned at 4:29 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