

**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS
MINUTES OF THE
REGULAR MEETING OF JANUARY 21, 2021
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

OTHER EDGARTOWN OFFICIALS PRESENT:

Ms. Cory Carnazza, Co-owner, 80 & 82 Clevelandtown Road
Mr. James Carnazza, Co-owner, 80 & 82 Clevelandtown Road
Ms. Arielle Faria, Affordable Housing Committee (AHC) Administrator
Ms. Lucy Morrison, Planning Board Member, Former AHC Administrator
Mr. Timothy Rush, AHC Vice-Chair, Housing Trust Chairman

OTHERS PRESENT:

Mr. Ian B. Catlow, PE, Vice President, Tighe & Bond

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 Regular Meeting on Thursday, January 21, 2021, 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. Also present was Waste Water Commissioner Scott Ellis. (Commissioner Sean E. Murphy arrived shortly after the start of New Business.)

OLD BUSINESS:

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

Mr. Ian B. Catlow, Vice President, Tighe & Bond, reported that plans were still on for Robert B. Our Company to begin work on January 25 on the Chase Road and Dunham Road Pump Station Upgrades, although the pipe cut-in might not happen until the following week; and T&B staff continued to review shop drawings of the project. He and Facilities Manager William Burke had pursued their discussions about flow and capacity, resulting in the two-task proposal in the meeting binders dated January 19, 2021 titled “**Wastewater Engineering Services Proposal – Committed Flow Estimate & Buildout Analysis.**” After some explanation from Mr. Catlow, Chairman Searle made a motion to approve the proposal at a cost of **\$18,900**, seconded by Commissioner Ellis. The Chairman then conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

Mr. Catlow also spoke of progress on the SCADA upgrade and how Kurt Neylon of ITS had reached out to him about a proposal for radios for the two pump stations that were being worked on currently; and Mr. Burke said he was working on the application from the FCC from Dean Marengi of TCS Communications Corp.

NEW BUSINESS:

REPORT/DISCUSS/VOTE: REQUEST FOR INCREASED FLOW SET-ASIDE FOR MESHACKET AFFORDABLE HOUSING PROJECT.

Lucy Morrison, former Administrator of the Edgartown Affordable Housing Committee, said that the last update from the Commission to that committee had been in 2017 and that much had changed since then. The procurement laws for affordable housing would not allow the AHC to lay out definite plans for the Commissioners without then precluding a number of options legally, said Ms. Morrison. So she was asking instead for some flexibility. The set-aside described in the April 6, 2017 letter from former Facilities Manager David Thompson to Chairman Mark Hess with the subject line “Affordable Housing Project Pumps Dedicated to Meshacket Substation” was for 30 units and 40 bedrooms. This would be limiting. So the AHC wanted to ask for the same number of units but more bedrooms.

Chairman Searle said that his Board needed to know what the expected flow for the project would be. Pending the report from Tighe & Bond on the Plant’s committed capacity, the Commissioners would not be able to say whether increasing the bedrooms was possible, although he was certainly in favor of the project itself. Admin Assistant Webster wanted to know how many bedrooms the AHC was looking for. Ms. Morrison replied that the answer would depend upon the proposals received by the committee and the combination of three-, two- and one-bedroom units the projects contained. Commissioner Murphy asked if there was some outside number they were looking for. Arielle Faria, the AHC’s current Administrator, said they were working with a consultant, who had recommended 30 to 40 units and 60 bedrooms.

Commissioner Murphy suggested granting the AHC the increase, subject to the conclusions of the Committed Flow Estimate & Buildout Analysis. Ms. Faria said she understood and would be more than happy to keep the Board updated as the AHC received proposals. Commissioner Murphy stressed the importance of keeping the Waste Water Commission informed, as well as the urgency of the project itself. Commissioner Ellis agreed. Ms. Faria asked about the timeframe of the study; four weeks, answered Department Assistant Jennifer Smyth. Commissioner Murphy made a motion to continue the matter for one month, subject to the Board receiving the results of the study and/or the Affordable Housing Committee needing something further. Commissioner Ellis offered a second, and the Chairman conducted a Roll Call Vote: Mr. Murphy, Aye; Mr. Ellis, Aye; Mr. Searle, Aye.

REPORT/DISCUSS/VOTE: REQUEST TIE-IN OF 80/82 CLEVELANDTOWN ROAD.

Present to speak on the possibility of tying in 80 and 82 Clevelandtown Road (Map 29, Lots 78.1 & 78.2) were owners James A. “Jim” Carnazza and Cornelia C. “Cory” Carnazza. Mr. Carnazza said that after 21 years he and his wife were making plans for the vacant front lot (78.1) for their grown children and knew Gerrit Conover had installed a sewer main on Clevelandtown Road some years before. Commissioner Murphy said that the Carnazzas were not the first abutters who had asked to tie in to that line, which was a dedicated line for The Field Club, as well as for homes within the Edgartown Great Pond Watershed by agreement with the DEP and the Board of Waste Water Commissioners. Unfortunately, he said, the Carnazzas’ properties were outside the watershed, and the Board did not have the authority to allow the tie-in. A discussion ensued.

Mr. Carnazza wanted to know if he could run a line to a place where he was able to hook in. Mr. Burke explained that because the properties were outside the watershed, it did not matter how he tied in to the system; he simply could not tie in. In addition, there was no other line to tie in to. The discussion continued. The Chairman said he agreed with Commissioner Murphy, that the Board had turned down other property owners outside the watershed who abutted the line and the Board had to be consistent. Also, there were flow capacity issues at the Plant to consider.

Admin Assistant Webster clarified the terms of the 2004 agreement with Mass DEP and stressed that which lots on Clevelandtown Road qualified for the plan had been decided at that time. Mr. Carnazza asked about the possibility of tying in in the future. Commissioner Murphy said that in the long-term future, if the taxpayers supported an upgrade of the Plant and the DEP signed off on it, that could be a different discussion. The discussion wound down.

Commissioner Ellis made a motion to deny the request to tie in 80 and 82 Clevelandtown Road because the lots were outside the Edgartown Great Pond Watershed. Chairman Searle offered a second, then conducted a Roll Call Vote: Mr. Murphy, Aye; Mr. Ellis, Aye; Mr. Searle, Aye.

OTHER BUSINESS.

DISCUSS/VOTE: LETTER INSERT FOR FY21 SEWER USER BILLS.

The Board rejected the draft Letter Insert for the FY21 Sewer User Bills, instead opting for something simple and direct. The Chairman’s suggestion was: Dear Edgartown Sewer User – Edgartown Waste Water is updating their system. Therefore, we are requesting compliance when

we come to your house to count your bedrooms, drains and garbage disposals. Thank you for your cooperation. Bill Burke, Facilities Manager. Commissioner Murphy agreed with this approach, as did Commissioner Ellis. Commissioner Murphy made a motion that the Facilities Manager draft a Letter Insert for the Fiscal Year 2021 Sewer User Bills and then what he drafted get inserted with the mailing. Asked by Mr. Murphy if he was comfortable with that, Mr. Burke said he could run the text by the Chairman when he came by to sign warrants. The Chairman provided a second, then conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Murphy, Aye; Mr. Searle, Aye.

FACILITIES MANAGER’S REPORT.

Mr. Burke reported on: the poor mixed liquor and how he was sending a sample to a company in Wisconsin so they could have a look at it; progress on the FCC license process; the removal of the scum concentrator; and plans to acquire a CONEX box to hold some spare parts and two pumps related to the Chase Road and Dunham Road Station Upgrade Projects. The Facilities Manager also went through the three Warrant Articles submitted for the April 2021 Annual Town Meeting – effluent bed rehab for \$240,000; new hydraulic tank and controls for the Schwing pump, \$230,000; and a new F-250 4x4 work truck, \$37,000 – as well as a summary of the level budgeting for FY22.

CHIEF OPERATOR’S REPORT.

Mr. Rock reported that the ammonia and nitrate level was almost under 1 milligram per liter, noting that the DEP permit limit was 10 milligrams per liter, while the agency preferred to see the Plant’s level under 5. Although the Plant had hit 2 before, this was new territory. The Chief Operator also reported on: repairing the barrel lift; replacing the long belt on belt filter press No. 2; refurbishing the Schwing pump; and handling a major backup at a wastewater trough at the Edgartown School.

FINANCIAL REPORTS.

Admin Assistant Webster reported that as of December 31, Septage Receiving Revenue was down by about \$160,000, compared to one year before. As for Operating Budget Expenditures, there was currently a surfeit of approximately \$58,460 in the Salaries & Wages portion, which perhaps in the spring could be transferred to Expenditures under Chapter 77. And the Expenditures portion of the budget was currently under-spent by around \$48,000. Regarding the FY21 Annual Sewer User Billing, with the rates unchanged, Mrs. Webster said she expected conservatively a \$30,000 to \$40,000 increase in Net Revenue over the previous fiscal year.

APPROVAL OF MINUTES.

The Board turned to the Draft Minutes of the Rescheduled Regular Meeting of January 7, 2021. On Page 5 in the second paragraph under Facilities Manager’s Report, Mr. Burke had requested that the fifth sentence in the draft – “There was mention of Ms. Smyth returning to Waste Water full-time when Mrs. Webster retired” – be amended to “Mr. Burke told the Town Administrator he wanted Ms. Smyth to return to the Department full-time when Mrs. Webster retired.” Commissioner Ellis made a motion to approve the Minutes of the **Rescheduled Regular Meeting of January 7, 2021**, as amended, seconded by the Chairman. Commissioner Murphy said he would abstain since he had recused himself from some sections of that meeting. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

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 3:49 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