

**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS
MINUTES OF THE
REGULAR MEETING OF FEBRUARY 18, 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

OTHERS PRESENT:

Mr. Chris Alley, Project Manager, Schofield, Barbini & Hoehn, Inc. (Green Home Project)
Ms. Linda Messersmith Amour, 502 Edgartown-VH Road
Mr. Kevin Banks, Superintendent, Vineyard Golf Club
Mr. Jeff Black, PE, Project Engineer, VHB (Stop & Shop)
Mr. Ian B. Catlow, PE, Vice President, Tighe & Bond
Ms. Renée Codega, PE, Project Manager, VHB (Stop & Shop)
Ms. Arielle Faria, Affordable Housing Committee Administrator
Mr. Forrest Filler
Ms. Lisa Davis Lewis
Ms. Renée Lohman, President & CEO, Navigator Elder Homes (Green Home Project)
Mr. Edward Olivier, CFO, Martha's Vineyard Hospital
Mr. Edward L. Pesce, PE, Pesce Engineering & Associates, Inc. (Green Home Project)
Ms. Denise Schepici, President and CEO, Martha's Vineyard Hospital
Mr. Dan Sladkus, 56 Teaberry Lane
Ms. Patricia Messersmith Turken, 502 Edgartown-VH Road, *et alii*

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, February 18, 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 Old and Business sections, the Chairman announced. Also present were Waste Water Commissioners Scott Ellis and Sean E. Murphy.

OLD BUSINESS:

**REPORT: IAN CATLOW ON PROGRESS ON CIP PROGRAM PROJECTS,
INCLUDING COMMITTED FLOW ESTIMATE & BUILD OUT ANALYSIS.**

Mr. Ian B. Catlow, Vice President of Tighe & Bond, described a shared pdf photograph of workers at the Chase Road Pump Station installing the new bypass connection, where they had encountered unexpected concrete pipe-encasement and unforeseen pipe orientation. With some in-the-field redesign, they had figured out how to fit the bypass connections safely within the site limits; and now they were preparing to install line stops. Overall, he said, the job was going well.

Mr. Catlow then went through the highlights of the Final Draft of the Committed Flow Estimate & Build Out Analysis. The analysis was broken into an existing conditions flow assessment and a future allocated-capacity or commitment-type analysis. Mr. Catlow went over a figure titled “Edgartown WWTF Observed Flows 2018-2019.” The 750,000 gallon per day limit was absolute, he stressed. In 2019 there had been a peak day flow of just under 685,000 gallons, and of that, 77,000 gallons was estimated to have come from the Edgartown Great Pond Watershed (EGPW).

In projecting future flows, they had used Title V flow generation numbers, the Bedroom Regulation, and the inventory of properties abutting existing sewer main. Mr. Catlow noted that they had not subdivided properties, nor had they looked at commercial redevelopment. Based on this approach, within the existing sewer service area, they had estimated a future flow commitment of at least 1.2 million gallons per day (gpd); of that, about 333,000 gpd would be in the EGPW. Mr. Catlow answered questions about future flows from Commissioner Murphy and engineer Edward L. Pesce.

Mr. Catlow added that the peak flow events were for relatively short durations, with the summer average being between 500,000 and 550,000 gpd. Also, the topic had been raised in discussion with Mr. Pesce and Facilities Manager William G. Burke of how to deal with permits already issued by Staff or flow approvals already voted by the Commission. Mr. Catlow believed the study had captured most of those cases by virtue of how they had approached the build out, where properties abutting sewer mains had been taken into account. However, something like the Green Home Project, where the sewer main would have to be extended, would not have been counted.

Responding to a question from Commissioner Murphy, Mr. Catlow said that the most prudent thing to do was to look at this in terms of peak days. The 750,000 gpd permitted by DEP minus the 685,000 gpd peak was 65,000 gpd. But because the flow from the EGPW was at 77,000 gpd, they still had to connect another 23,000 gallons out of that watershed. Mr. Burke pointed out that you also had to consider the houses in the watershed already connected which were not fully built out to maximum bedroom capacity. Mr. Catlow agreed that what was left of the capacity would evaporate

under such a build out. A discussion ensued regarding the Bedroom Regulation and whether its provisions should be changed for customers who tied in to the sewer system in the future.

Mr. Catlow and Mr. Burke also spoke of other communities that experienced spikes in flow. Mr. Catlow said there were engineering work-arounds – with flow-equalization, for instance – short of a massive expansion of the plant. It was also possible to talk to DEP about using some type of averaging, as had been done in Orleans. Mr. Pesce talked about installing a 20,000-gallon flow-equalization basin at the Plant or at the source and then metering out the flow in off-peak periods. Eventually, the Plant would have to be upgraded, he added. The other engineering work-around, said Mr. Catlow, was nitrogen loading. The discharge from the Plant was within the EGPW; the Green Home Project was outside the EGPW. So bringing that flow in was a net import of nitrogen.

UPDATE/POSS. VOTE: MESHACKET AFFORDABLE HOUSING FLOW SET-ASIDE.

Arielle Faria, Administrator of the Affordable Housing Committee, related that the Department had approved the AHC's Meshacket Project for 30 units and 40 bedrooms. Her committee was hoping for more flexibility so they could attract a wider variety of developers with their RFP. Facilities Manager Burke recommended that the Board grant the AHC a not-to-exceed number of gallons per day. He asked what the maximum number of bedrooms for the project would be. Between 60 and 80, answered Ms. Faria. Chairman Searle asked Mr. Burke if the Plant could handle the additional 8,800 gallons per day; yes, said Mr. Burke, who recommended that the Board give the AHC the gallons while the Plant had them because of the importance of the project to the community.

After some discussion, Commissioner Murphy made a motion to grant the Affordable Housing Committee 7,700 gallons of flow per day, to be used within two years; and further, if not used within two years, to return to the Board for an extension; and further, that the staff would issue a letter confirming this decision. Commissioner Ellis provided a second, and Chairman Searle conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Murphy, Aye; Mr. Searle, Aye. *[Commissioner Murphy then recused himself from the MVH Green Home Project item of the agenda due to a conflict and left the meeting for that discussion.]*

UPDATE/POSSIBLE VOTE: GREEN HOME PROJECT FLOW SET-ASIDE.

Ms. Denise Schepici, President and CEO of Martha's Vineyard Hospital (MVH), provided a brief overview of the project. Mr. Chris Alley, Project Manager from Schofield, Barbini & Hoehn, Inc., said the 70 bedrooms of skilled nursing at 150 gpd and the 60 staff bedrooms at 110 gpd came to a total of 17,100 gpd. In the meeting on January 7, they had discussed getting from the site of the project – 290 Edgartown-Vineyard Haven Road – to the Morgan Woods Pump Station partly via easements along the backs of five properties on Teaberry Lane. In exchange, those five homeowners would be allowed to tie in to that sewer line, with up to five bedrooms per home. This would produce an additional 2,750 gpd, for a total of 19,850 gpd, he said.

Mr. Alley continued that the hospital team had engaged an engineer to evaluate the Morgan Woods and Vineyard Golf Club Pump Stations in terms of wet well capacity, existing pipe capacity, and pump potential capacity and status. Some of that storage capacity could go directly toward the type of mitigation just discussed. For example, the hospital could install its own storage capacity and hold back flow during peak-flow periods. Or the hospital could put in a holding tank on the Morgan Woods property as part of the project.

Chairman Searle asked the Facilities Manager if the Plant could handle the additional 2,750 gpd. With the proper infrastructure on their end, replied Mr. Burke. It was established that the report by Ray Willis, the engineer hired by MVH to evaluate infrastructure, would not be ready for another week or so. Mr. Burke said that they would wait for Mr. Willis's report; that the Town and the Town's consulting engineer would review that report; that any solutions the hospital came up with for the upgrading and modification for the existing pump stations at Vineyard Golf and Morgan Woods would have to be accepted and approved by Tighe & Bond; and that payment for those services would be rendered by the hospital.

Mr. Catlow suggested as a work-around the following: In view of the second force main at the Vineyard Golf Club, would the hospital consider discharge capacity at the project site in a volume equal to what they were being afforded by the Department? Located, for instance, under a parking lot, it would be out of sight and would solve the nitrogen-imbalance problem in some regard, he said. Mr. Pesce noted that there was not enough area on their site available for this without tearing more trees down. Commissioner Ellis then made a motion to table this discussion until the March Regular Meeting, so they could review Mr. Willis's report before coming to a decision. The Chairman provided a second, then conducted a roll call vote: Mr. Ellis, Aye; Mr. Searle, Aye. *[Commissioner Murphy returned to the meeting for New Business.]*

NEW BUSINESS:

REPORT/DISCUSS/VOTE: STOP & SHOP EXPANSION PROJECT.

Renée Codega, the Project Manager at VHB who had worked on the Stop & Shop Expansion Project, said the applicant was hoping to move ahead with construction this year following a delay of more than two years. Meeting Host Jennifer Smyth screen-shared a floor plan showing the existing plan of the store, as well as the expansion, which Ms. Codega described.

On the right side of the site, in the existing building, is an existing grease trap and existing pump station. The pump station has a force main that crosses Upper Main Street through an easement and connects to a sewer manhole connecting to a gravity line down Pinehurst Road. This pump station would stay in service, and the grease trap would be abandoned. The expansion would involve tying the small bank on the site, now on septic, into gravity sewer. The only flow going through the expanded store area would be in the food prep area. So a new 500-gallon grease trap would be installed on that side. From there, that would connect to a new pump station on the left side of the site from which a force main would connect to the existing force main. So in the end there would be two pump stations and two force mains going across the street.

The existing flow, said Ms. Codega, is 2,432 gpd; the added flow from the bank and the expansion per Title V would be 1,790 gpd, for a total of 4,222 gpd. Chairman Searle asked about procedures for abandoning the existing grease trap, and Jeff Black, Project Engineer with VHB, said that Title V prescribed abandonment procedures. Mr. Burke said that he and the Chief Operator had gone over the plans thoroughly and that the applicant had met more than adequately the conditions set by former Facilities Manager David Thompson in his letter of August 10, 2017.

Chairman Searle made a motion to approve the Stop & Shop Expansion Project for a total flow of 4,222 gallon per day, seconded by Commissioner Ellis. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Murphy, Aye; Mr. Searle, Aye. *[Since Commissioner Murphy had a conflict on*

the next scheduled agenda item, he asked the Chairman to skip ahead to the Vote on the Facilities Manager's Step Increases before leaving the meeting.]

OTHER BUSINESS:

VOTE: FACILITIES MANAGER'S STEP INCREASES.

Chairman Searle made a motion that the Personnel Board consider a salary increase for Facilities Manager William G. Burke as of his first anniversary date, February 18, 2021, increasing his hourly rate from his current Step 4 rate of \$44.45 to the Step 6 rate of \$48.07; and further, that an additional increase to Step 7 of \$49.99 be granted as of July 1, 2021. Commissioner Murphy provided a second, and the Chairman conducted a Roll Call Vote: Mr. Murphy, Aye; Mr. Ellis, Aye; Mr. Searle, Aye. *[Commissioner Murphy left the meeting and did not return.]*

NEW BUSINESS [Continued]:

REPORT/DISCUSS/VOTE: VINEYARD GOLF CLUB – ADDITIONAL EMPLOYEE HOUSING & EQUIPMENT BUILDING RENOVATION.

Kevin Banks, Superintendent at the Vineyard Golf Club, talked about the new wash pad area being installed in an equipment storage building, a self-contained system with two 300-gallon holding tanks that recycled water. In the turf storage building the applicant wished to add nine bedrooms on the second floor to accommodate employees. Mr. Burke said with nine bedrooms at 110 gpd per bedroom and 3,000 square feet of first-floor administrative space at 70 gpd per 1,000 sf came to a total of 1,200 gpd. He had researched the wash pad technology, which seemed sound and non-hazardous. The 600 gallons in the holding tanks would come to between 1 and 2 gallons a day; so he had not factored that into the flow request. He said the Plant could take the extra flow.

Chief Operator Joseph Rock asked Mr. Banks if the club would be using the current wastewater line to go to their gravity system or if they had a different connection; Mr. Banks said they would be using the same one. Commissioner Ellis made a motion to approve the additional employee housing and the equipment building renovation, seconded by the Chairman, who conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

REPORT/ VOTES: FY21 SEWER USER CHARGES – WARRANT TO COLLECTOR; COMMITMENT NO. 1; AND ABATEMENT NO. 1.

Commissioner Ellis made a motion to accept the FY21 Waste Water Department Warrant to Town Collector – Annual Sewer User Charges in the amount of One Million Five Hundred Sixty-One Thousand Five Hundred Forty-Three and Fifty Hundredths Dollars (\$1,561,543.50), seconded by Chairman Searle. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

Commissioner Ellis made a motion to accept Commitment No. 1 Sewer User Charges FY21 – February 18, 2021 in the amount of One Million Five Hundred Sixty-One Thousand Five Hundred Forty-Three and Fifty Hundredths Dollars (\$1,561,543.50), seconded by Chairman Searle. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

Commissioner Ellis made a motion to accept Abatement No. 1 Sewer User Charges FY21 – February 18, 2021 in the amount of Six Thousand Two Hundred Thirteen and Seventy-Five

Hundredths Dollars (-\$6,213.75), seconded by Chairman Searle. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

REPORT/ VOTE: CREATE USED JET-VAC TRUCK EXPLORATORY COMMITTEE.

Mr. Burke said he wanted to form a committee with Highway Superintendent Allan DeBettencourt to explore buying a used jet-vac truck, since the equipment on-Island did not meet the needs of the Waste Water Department and because the Highway Department did extensive work on the Town's storm drains and catch basins and could also store the truck. The Chairman made a motion to appoint Mr. Burke and Superintendent DeBettencourt to form a committee of two to explore the possibility of their Departments jointly purchasing a used jet-vac truck. Commissioner Ellis offered a second, and Chairman Searle conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

OTHER BUSINESS [Continued].

FACILITIES MANAGER'S REPORT.

Mr. Burke reported that: Full-staff scheduling would be recommence on March 1; the collection systems class was scheduled for March 9, 10 and 11; and overnight Robert B. Our Company would be installing the line stops, and he and Mr. Rock would stay to work with them.

CHIEF OPERATOR'S REPORT.

Chief Operator Rock reported that on January 9 staff had started cleaning the scum concentrator prior to removal; subsequent removal had opened up a lot of area in the press room. On January 25 a sewer-main grease blockage on Main Street between the Yellow House and the Court House caused spillage in a customer's root cellar. Unfortunately, the on-Island jetter truck called in was not quite up to the job. The sanitary sewer overflow was reported to the DEP. Finally, the Schwing rebuild was complete.

FINANCIAL REPORTS.

Admin Assistant Pia Webster referred to a report titled "FY21 Upcoming Big Expenditures Updated as of February 17, 2021." The big question was what kind of inflow could be expected between now and June 30, since together the sludge-cake transportation and incineration costs constituted the single largest expense in the Operating Budget. If the sludge-container traffic were half what it was in the spring of 2019, the Department could afford everything on the list, she said. In addition, there would be at least a \$70,000 surplus transferable in May from the Salaries & Wages portion of the Operating Budget, much of which could be used, if permitted by the FinCom, for the purchase of a vehicle to replace the SportTrak, which had recently been deemed more or less unfit for the road.

APPROVAL OF MINUTES.

Commissioner Ellis made a motion to approve the Minutes of the **Regular Meeting of January 21, 2021**, seconded by the Chairman. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Searle, Aye.

ADJOURNMENT

There being no further business, Chairman Searle thanked everyone for hanging in there for the long meeting and made a motion to adjourn the Regular Meeting, which Commissioner Ellis seconded. The Chairman conducted a Roll Call Vote, with this result: Mr. Ellis, Aye; Mr. Searle, Aye. The Regular Meeting adjourned at 4:32 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