

**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS
MINUTES OF THE
REGULAR MEETING OF APRIL 15, 2021
CONDUCTED VIA ZOOM TELECONFERENCE**

WASTE WATER COMMISSIONERS PRESENT:

Mr. Glen S. Searle, Chairman
Mr. Scott Ellis, Commissioner

WASTE WATER COMMISSIONER ABSENT:

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:

Ms. Jennifer K. Bretl, 2 Orchard Lane
Mr. John P. Bretl, 2 Orchard Lane
Mr. David Bouck, Great Pond Foundation
Mr. Ian B. Catlow, PE, Vice President, Tighe & Bond
Mr. Forrest Filler
Mr. Mark Nicotera

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, April 15, 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 Business and New Business sections, the Chairman announced. Also present from the Board was Waste Water Commissioner Scott Ellis.

OLD BUSINESS:

REPORT: IAN CATLOW ON PROGRESS OF CIP PROGRAM PROJECTS.

Ian B. Catlow, Vice President of Tighe & Bond, reported that bypass pumping equipment had been mobilized at the Chase Road and Dunham Road Pump Station sites, with the Robert B. Our crew focused on setting it up at the latter site. Then, with bypass pumping initiated, they could start ripping out stuff from the drywell. Bypass pumping at Chase Road was a little less urgent, he noted, as they were waiting upon confirmed delivery of the Cornell pumps.

NEW BUSINESS:

**REPORT/VOTE: CHANGE ORDER NO. 2 – CONTRACT NO. WW-21-2
CHASE RD & DUNHAM RD PUMP STATION UPGRADES.**

Mr. Catlow went through the details of Change Order No. 2, which entailed a new charge of \$29,494.97 for the removal some flowable fill (concrete) and the relocation of some low-pressure sewer connections, both encountered when Robert B. Our Co., Inc. (RBO) was doing the bypass connection at Chase Road; and a credit of (\$31,250.00), the amount that RBO had carried for the removal and disposal of contaminated soil at the Chase Road and Dunham Road sites when removing underground storage tanks, which had not been needed. This resulted in a net credit of (\$1,755.03) and brought the total cost of Contract No. WW-21-2 to \$1,471,272.76.

Commissioner Ellis made a motion to approve Change Order No. 2 to Contract No. WW-21-2 as presented, seconded by Chairman Searle. The motion passed unanimously by voice vote.

REPORT/VOTE: SCADA UPGRADES PROJECT PROPRIETARY EQUIPMENT.

Mr. Catlow referred to his April 12, 2021 letter to Facilities Manager William G. Burke regarding his recommendation to proceed with bidding of the SCADA Upgrades Project with a proprietary specification for the Programmable Logic Controllers (PLCs) by Allen Bradley and the Radio Telemetry System by Cal/Amp. This was allowed under Mass General Law Chapter 30 Section 39M(b), and Mr. Catlow explained how it would be a benefit to the community to use a proprietary spec in both these cases by standardizing equipment.

Facilities Manager Burke mentioned that they also had some VFDs in the Plant by Allen Bradley, making it easier to integrate. Commissioner Ellis made a motion to accept Mr.

Catlow's proposal as written, seconded by the Chairman. The motion carried unanimously by voice vote.

REPORT/VOTE: CONSTRUCTION COST EST – SCADA UPGRADES PROJECT.

Mr. Catlow related that he had sent out to Mr. Burke earlier in the day an "Engineer's Opinion of Probable Construction Cost" for the SCADA Upgrades Project, with total costs expected to be around \$613,000, a figure pretty close to the one in the original CIP tables. Roughly \$132,000 was associated with adding SCADA telemetry to six remote pump stations and \$425,000 was associated with SCADA upgrades at the Plant, for a total of about \$557,000. Added to that would be engineering fees of roughly 10 percent, or \$56,000, for a total of \$613,000.

At this stage in the plan, Mr. Catlow said, they were carrying a 20 percent contingency that was expected to come down to around 10 percent as they moved closer to bidding and refined the estimate in the next month or so. Still to be done were: the coordination of the radio path survey with the Facilities Manager and a company called TCS once the radio antenna was up; the coordination with an electrician on some continuity testing between the buildings; and coordination with ITS on pricing of system integration of the Dunham Road and Chase Road Projects. Once this information was rolled into the specs, Mr. Catlow concluded, they should be good to go on this project.

REPORT: REVISED COMMITTED FLOW ESTIMATE & BUILDOUT ANALYSIS.

Mr. Catlow reported that Tighe & Bond had revised the Committed Flow Estimate based on some guidance from the Facilities Manager, having looked at flows in the Edgartown Great Pond Watershed (EGPW) with every lot at maximum bedroom buildout and at flows in the whole service area at maximum subdivision. That had driven the flow up substantially, from a future flow estimate of 1.235 million gpd for the entire service area and 331,000 gpd in the EGPW to 1.967 million gpd and 438,000 gpd, respectively. This was, admittedly, a conservative estimate without a time horizon, Mr. Catlow said, but simply reflected an ultimate buildout scenario. The challenge would be to figure out how quickly this might happen, he added.

Within the EGPW, the current users were producing around 76,890 gpd, Mr. Catlow continued, and if those currently connected in the watershed were built out in terms of bedrooms, they would produce 159,860 gpd. In a worst-case scenario, if all of the lots in the watershed were subdivided and built out to the maximum, the flow would rise to around 438,000 gpd.

Commissioner Ellis wanted to know what kind of capacity these conclusions left available to the Plant. Mr. Catlow answered that it was really a question of when all this flow would materialize. During the July Fourth weekend in 2019, he pointed out, the Plant came close to the maximum flow allowed by MassDEP; and now local media were indicating the Cape and Islands area was fully rented out for the coming season. On the other hand, a half-week away from that peak, the flow tended to come down 100,000, 150,000 gallons per day, he said. So they could look at things like flow equalization to postpone a major upgrade to the Plant.

Mr. Burke spoke of the possible ultimate economy of taking some of these mitigating measures sooner rather than later, while money was cheap, instead of waiting three or four years, when

that might not be the case. A discussion followed about the doubling of the flow since the late 1990s and the near-doubling of the rate of sewer-permit issuance over the past two years.

Mr. Catlow then brought up the issue of his reviewing the so-called Willis Report¹ and how he had been told not to do any work evaluating it until after Annual Town Meeting on May 22. He expressed concern that the engineer working for the hospital, Edward L. Pesce, was going to want a response rather soon afterward, if the Warrant Article related to the Green Home Project received a positive vote by the Town. Admin Assistant Pia Webster noted that they were slated to meet with the hospital group in a Special Meeting on Thursday, May 27.

After some discussion, the Chairman thought it best that they “cross that bridge when we come to it,” that is, after Annual Town Meeting. At that point the Town could set up the necessary escrow mechanism through which the hospital group could pay for Tighe & Bond’s review. Mr. Catlow asked Mr. Burke to reply to Mr. Pesce, who had been pressing for the review.

REPORT/DISCUSS/VOTE: REQUEST TO CONNECT 2 ORCHARD LANE (20A-36.1).

John P. Bretl and his wife, Jennifer Bretl, owners of 2 Orchard Lane since 2005, were present. Mr. Bretl said he had recently discovered that in approving the tie-in of 83 Norton Orchard Road, the Board had enabled Orchard Lane to connect to the system.² Chief Operator Joseph Rock explained that the Commissioners had voted to have the owner of 83 Norton Orchard Road tie in via a lateral down Orchard Lane, which would allow for future Orchard Lane tie-ins without extra laterals on the Norton Orchard Road main. The Chairman asked the Facilities Manager if he had a problem with the Bretls tying in; Mr. Burke said no, it was technically easy.

There being no further comment, Commissioner Ellis made a motion to allow the tie-in of 2 Orchard Lane, encouraging the Bretls to work with the owners of 83 Norton Orchard Road. The Chairman offered a second, and the motion carried unanimously by voice vote.

REPORT/DISCUSS/VOTE: FY21 SEWER USER CHARGES ABATEMENTS NO. 3.

Admin Assistant Webster presented the following FY21 Sewer User Charges Abatement Requests: **1. Edmund J & Deborah A Willoughby** (Bill 9113, S0872, 20A/96), **30 Curtis Ln, \$380.00**; **2. Michael Pastyrnak** (Bill 9397, S1259, 37/64), **16 Vickers St, \$1,064.00**; and **3. DeLuna LLC** (Bill 9594, S0254, 29B/57), **8 Atwood Cir, \$1,140.00**. Commission Ellis made a motion to approve the requests as presented, for a total abatement of \$2,584.00, seconded by Chairman Searle. The motion carried unanimously by voice vote.

REPORT/DISCUSS/VOTE: ANNUAL TOWN MEETING WARRANT ARTICLES.

The Board took a formal vote, on a motion by Commissioner Ellis, seconded by the Chairman, to approve the following Annual Town Meeting Warrant Articles: the Department’s Equipment and Collection System Maintenance Account for \$74,000; the Rapid Infiltration Beds

¹ See pages 3-5 of the Minutes of the Regular Meeting of March 18, 2021.

² See page 4 of the Rescheduled Regular Meeting of January 7, 2021.

Rehabilitation Project for \$240,000; new hydraulic tank and controls for the Schwing pump for \$230,000; and a 2021 Ford F-250 Truck for \$37,000. The motion carried unanimously by voice vote.

OTHER BUSINESS.

FACILITIES MANAGER'S REPORT.

Mr. Burke reported on the flowable fill (concrete without any aggregate) encountered at Chase Road, as well as his recommendation that Cole Powers do the continuity testing needed before the bidding on the SCADA Upgrades Project. Also, he described the Highway Department crew's cleanup of the yard near the infiltration bed, the peel-back of the grass growing on the asphalt, the installation of loam and mulch, and application of steamrolled road base on the side of the shed to provide storage for manhole covers and the like. The Highway Department crew would return to pull out the remainder of the trees off the infiltration beds and to remove the stumps; the Waste Water Department would pay for disposal of the stumps. This cleanup of woody plants from the beds would save money later during the Rapid Infiltration Beds Rehabilitation Project.

Mr. Burke then related that Operator William Meader had earned his Grade 2 Operator License, as well as his Grade 2 Collection Systems Certificate. Since the "two-plus-two" classification Mr. Burke had proposed for Mr. Meader would have to go to Town Meeting, he was recommending as an interim measure – agreed to in discussions with Human Resources Director Kim Lucas and Town Administrator James M. Hagerty – that Mr. Meader remain at Grade B; but instead of moving from Step 4 to Step 5 on July 1, he move from Step 4 to Step 7 on July 1. So he was recommending this proposal be approved by the Commissioners and then brought before the Personnel Board.

Admin Assistant Webster reminded the Facilities Manager that part of the proposal was to bump Mr. Meader up from Step 4 (\$24.92) to Step 6 (\$26.96) in Fiscal Year 2021 retroactive to the date of his having passed the Grade 2 Collection Systems test, as verified by the date on Mr. Meader's certificate. Then on July 1, 2021, Mr. Meader would go from Grade B Step 6 to Grade B Step 7 for the FY22 payroll. So moved, said Commissioner Ellis. The Chairman offered a second, and the motion carried unanimously by voice vote.

CHIEF OPERATOR'S REPORT.

Chief Operator Rock reported that: all three Operators who took it passed the Collection Systems Certification test; Morning Glory Farm had tied in to the system after a few complications; and the four Operators at the Plant were participating in the work at the Chase Road and Dunham Road Pump Station Upgrades sites, with the two younger Operators finding this a valuable experience.

FINANCIAL REPORTS.

Admin Assistant Webster reported that 55 days after mailing the Annual Sewer User Charges invoices, the Town Collector's Office had taken in over \$1.3 million or almost 89 percent of the

Adjusted Commitment. She said she would like to send out reminder bills the third of May. There was nearly \$102,000.00 in surplus funds in the Salaries & Wages portion of the Operating Budget; while a good chunk of the \$56,000.00 surplus in the Expenditures portion, she said, would be eaten up by the Facilities Manager's big-ticket items.

APPROVAL OF MINUTES.

Commissioner Ellis made a motion to approve the **Minutes of the Regular Meeting of March 18, 2021**, seconded by the Chairman. The motion carried unanimously by voice vote.

ADJOURNMENT

There being no further business, Commissioner Ellis made a motion to adjourn the Regular Meeting, which Chairman Searle seconded. The motion carried. The Regular Meeting adjourned at 4:01 p.m.

Respectfully submitted,

Pia Webster
Administrative Assistant

APPROVED:

BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN

Glen S. Searle, Chairman

Scott Ellis, Commissioner