

**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS
MINUTES OF THE
REGULAR MEETING OF JULY 22, 2021
CONDUCTED VIA ZOOM TELECONFERENCE**

WASTE WATER COMMISSIONERS PRESENT:

Mr. Glen S. Searle, Chairman
Mr. Scott Ellis, Commissioner
Mr. Walter A. Morrison, 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, Schofield, Barbini & Hoehn, Inc.
Mr. David Bouck
Mr. Ian B. Catlow, PE, Vice President, Tighe & Bond
Mr. Edward Olivier, CFO, Martha's Vineyard Hospital
Mr. Edward L. Pesce, PE, Pesce Engineering & Associates, Inc.
Mr. Norman Rankow, Board Member, M.V. Boys & Girls Club
Mr. Raymond L. Willis, P.E., Onsite Engineering, Inc.

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 Post-Emergency Bill of June 16, 2021; 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, July 22, 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 from the Board were Waste Water Commissioners Scott Ellis and Walter A. Morrison.

NEW BUSINESS:

NORMAN RANKOW ON NEW BOYS & GIRLS CLUB FACILITY PROPOSAL.

Commissioner Morrison recused himself from this discussion due to a conflict. Meeting Host Jennifer Smyth screen-shared a Plan of Land showing the Form C subdivision of the so-called Norton property (formerly 110 West Tisbury Rd 20C-134.1). Boys & Girls Club board member Norman Rankow pointed to the 9.75 acre Lot C along the West Tisbury Road, to be retained by the Norton brothers; the 14-plus acre Lot A set aside for the new Boys & Girls Club Facility; the 2 acre lot D, contiguous to school property, which had been given to the Town by the Club; and the 4.67 acre Lot D, which the Town had bought, connecting to the New Westside Cemetery.

Mr. Rankow continued that the Club's access, per the Memorandum of Understanding, would be an extension of the road that came into the current Club and then swung around the school playground. He showed on the plan where they were allowed to clear and build. The 20-foot-wide access for utilities for the Town and the Club had been granted as part of the Club's deal with the Norton family and was up off West Tisbury Road. It ran underground, basically along the back side of the Marchant's Path lots and then under Lot D to get to Lot A. The Club was already on Town sewer; so they would just be moving the flow and perhaps increasing the flow.

Chairman Searle noted that he thought Parcel D was supposed to be 2.2 acres. Mr. Rankow responded that the Form C layout before them had been so configured since the beginning of the Planning Board and M.V. Commission processes. The Chairman asked about the old building. Mr. Rankow said it had to be kept open until the new one was complete; other than that, they had no immediate plan. He and the Chairman agreed that converting it to employee housing was a good option. Also, if the Club wanted to sell it, the Town had the Right of First Refusal.

Commissioner Ellis wanted to know if the Board could get a copy of the plans for the new building so that the needed flow could be calculated. Mr. Rankow said that he had spoken to Stanmar construction and design that morning and that he was putting together a building committee. Mr. Rankow then requested that Staff send him information about the number of drains in the current Club building. When he inquired about any forms he had to fill out, Admin Assistant Pia Webster said that the first thing to do was to meet with the Chief Operator and the Facilities Manager so they could get an idea about flow and the kind of infrastructure the Club sewer was going to need. A discussion ensued, including on the subject of whether the utility easement came before or after the Chase Road Pump Station. The discussion wound down.

OLD BUSINESS:

IAN CATLOW ON PROGRESS OF CIP PROJECTS.

Commissioner Morrison returned to the meeting. Regarding the Chase Road Pump Station Upgrade, Ian B. Catlow, Vice President of Tighe & Bond (T&B), reported that the pumps had been installed and were operational. Remaining were the landscaping and a bit of finished grading; some programming of the PLC; and the radio installation. At the Dunham Road Pump

Station, the pumps had been installed and were operational. Left to do were some instrumentation work; the radio work; and some more landscaping. Mr. Catlow screen-shared a photo of the Dunham Road Station, showing that the genset had been installed and the contractor's fencing was being pulled down.

Change Order No. 3 to Contract No. WW-21-2 involved two Potential Change Orders (PCOs). The first was for additional conduit that was needed because of the relocation of electrical service at the Chase Road Pump Station (\$6,078.02). The other element was a new panel at the Treatment Plant, as well as radios at the Plant and at the Chase Road and Dunham Road Pump Stations (\$21,879.45). Commissioner Morrison made a motion to accept Change Order No. 3 to Contract No. WW-21-2 in the amount of \$27,957.47, with a second from Commissioner Ellis. The Chairman conducted a Roll Call Vote: Mr. Morrison, Aye; Mr. Ellis, Aye; Mr. Searle, Aye.

Mr. Catlow explained the purpose of **Wastewater CIP Project Amendment No. 5 Rapid Infiltration Bed Rehabilitation Design & Bidding Services**. He hoped, he said, to put the project out to bid by late August or early September and to get a contractor in there by October. Facilities Manager William G. Burke remarked that the beds had not been properly tended in 25 years and that the Department desperately needed this work done. Commissioner Ellis made a motion to accept Amendment No. 5. Chairman Searle offered a second and conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Morrison, Aye; Mr. Searle, Aye.

NEW BUSINESS [Continued]:

PRESENTATION OF GREEN HOME AVAILABLE CAPACITY ASSESSMENT.

In doing the Green Home Available Capacity Assessment, Mr. Catlow said, he had looked at two main things. One was a memo prepared by Edward L. Pesce of Pesce Engineering & Associates, Inc. and Raymond L. Willis of Onsite Engineering, Inc. (the Willis Report); the other was a walk-through they had done of the two pump stations impacted by the Green Home Project to determine how the infrastructure was holding out and what the other needs might be that might not have been captured by the Onsite Engineering study.

In terms of design flow, Mr. Catlow continued, the Willis Report had been built up around a flow of 17,050 gpd. But one of the assumptions that had gone into that design flow was that a bedroom in the Green Home Project would be more like a bedroom in a typical residence than a bed at a nursing home. He had since gotten confirmation from Brian Dudley, Cape & Islands Wastewater Section Chief at MassDEP's Southeast Regional Office, that the agency would be asking for the 150 gpd per bed, which was the typical loading rate seen at a nursing home facility. That raised the flow for the project to 19,850 gpd. Mr. Pesce clarified and confirmed these figures.

Mr. Catlow went on that they had broken that down into an average-day flow, then applied a peaking factor for the purposes of pump design. Onsite Engineering had average-day flow as 50 percent of the Title 5 figure; Tighe & Bond had it as 60 percent. Onsite Engineering had applied a 3.5 peaking factor to get design flows; based on its experience in similar communities, Tighe & Bond's staff chose to apply a 4.5 peaking factor. As a result, T&B found that the pumps at Morgan Woods would increase in design flow from 50 gpm to 65 gpm, pushing the Department

into the need for a pump replacement at the Morgan Woods Station. Tighe & Bond had also looked at the wet well and the force main leaving that station toward Vineyard Golf and agreed with Onsite Engineering that both of those structures were adequately sized.

Looking at the Vineyard Golf Club Station, in pushing the flows down from Morgan Woods, Tighe & Bond had found an increase in design flow from 80 gpm to 97 gpm, calling for a new, 100 gpm pump at that station. As was the case at Morgan Woods, T&B agreed with Onsite that the wet well and the force main were adequate to handle the additional flow. There had also been mention of some other properties that tie in to that 4-inch force main along West Tisbury Road via a number of E-Ones. T&B thought the system changes would not impact those but that this would need to be confirmed through final design.

Mr. Catlow referred to Table 2 – Morgan Woods Upgrade Costs, where the needed upgrades were listed, including new pumps; valve vault piping; a flow meter; radio telemetry; a small odor control system; and some control upgrades as part of the pump replacement; along with a design/construction contingency and design & construction phase engineering costs. The items totaled \$366,125.

Turning to Table 3 – Vineyard Golf Upgrade Costs, Mr. Catlow went through the necessary elements of the upgrade: new pumps; a bypass connection; relocated control panel; level control relocation; independent generator; site clearing and restoration; and discharge manhole replacement; as well as a design/construction contingency and design & construction phase engineering costs. All told, the project cost came to \$693,750.

Over at the Plant, said Mr. Catlow, Tighe & Bond believed that taking on the Green Home Project could push peak flows up to 704,850 gpd. In discussion with MassDEP, that agency had expressed further interest in the project and had also stated that they wanted the Town to take a harder look at wastewater planning over the next couple of years and that this essentially would put the Town into what is called a Comprehensive Wastewater Management Plan (CWMP). MassDEP's concern was not so much related to flow but to the nutrients in the flow, which in the case of the Green Home Project would be coming out of the Sengekontacket Pond Watershed and into the Edgartown Great Pond Watershed (EGPW). MassDEP had some concerns about ongoing nitrogen mitigation of the EGPW and really wanted to see some kind of offset.

Commissioner Ellis had questions about the number of bedrooms allowed at the five properties on Teaberry Lane, which in exchange for granting easements to the applicant would be allowed to tie in to sewer. Chris Alley of Schofield, Barbini & Hoehn, Inc. explained that under the Board of Health's regulations, those were four-bedroom lots and that one might be a little bigger, a five-bedroom lot. The request of these owners had been to be able to tie in and to go to five bedrooms, which was still fewer than what would be allowed under the Waste Water Department's Bedroom Regulation.

Commissioner Morrison suggested that the Board put off any decisions on the station upgrades until after the second meeting with MassDEP. Edward Olivier, CFO of Martha's Vineyard Hospital, said that with regard to the upgrades, he would be looking for the Town to be abiding by the Massachusetts purchasing guidelines. In addition, the hospital had looked at the flows coming out of the Windemere Nursing & Rehabilitation Center, where they had between 35 and 60 residents on the second floor and used the first floor for primary care and some support

services. From their records of water use, they found a flow of 40 to 60 gallons per resident per day. Mr. Olivier noted that this flow did not include any kitchen facility.

Mr. Pesce remarked on the expected actual flow being far less than the 19,850 gpd mentioned by Mr. Catlow. Also, in earlier meetings he had talked about ways to mitigate the project's contribution with an equalization basin, he added. He had two requests: a copy of Mr. Catlow's report; and a discussion of what the fair-share cost to the hospital would be for the Morgan Woods and Vineyard Golf Club Pump Station Upgrades. Furthermore, Mr. Dudley of MassDEP had made it clear that he did not want the hospital to be held hostage to factors beyond its control, i.e., the completion of the CWMP. So Mr. Pesce expected that at the next meeting with MassDEP they would discuss mitigation and a way forward toward a sewer connection, subject to the Waste Water Department's approval.

Asked to comment by the Chairman, Mr. Burke stated that Mr. Dudley had indeed said that the Department would have to produce a CWMP at a minimum for the two watersheds, if not for the entire Town. He commended Mr. Catlow on the excellence of his analysis; and he agreed with Mr. Pesce that no decisions ought to be made that day. Chief Operator Joseph Rock wanted to know if in increasing the design flow of the Vineyard Golf Club Pump Station to 97 gpm, Mr. Catlow had taken into consideration future requests for increases in flow from the Club itself. No, answered Mr. Catlow, they had worked off the design plans they had received, which were "kind of dated at this point."

Commissioner Ellis made a motion to accept Ian Catlow's Green Home Available Capacity Assessment, seconded by Commissioner Morrison. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Morrison, Aye; Mr. Searle, Aye. It was agreed the Board would next meet with the hospital group on Thursday, August 19, 2021.

OTHER BUSINESS:

FACILITIES MANAGER'S REPORT.

Mr. Burke reported, among other things, that: Junior Operator William Meader had offered his resignation; the roll-off container truck would be delivered on July 27; the paperwork for the Chevy Silverado had been delayed (computer glitch); the SCADA technician would be working with the electrician the following Monday and Tuesday; a mix-up with AmeriGas over billing for a delivery to the Dunham Road Station remained unresolved; the new, zero-turn mower had been delivered; the asphalt-assessment person was overdue; and plantings at the recently upgraded pump stations would not be put in the ground until the fall, when cooler weather prevailed.

CHIEF OPERATOR'S REPORT.

Mr. Rock reported that in June: Primary Clarifier No. 2 had been opened; some belts on some of their odor-control fans had been repaired; and one of the belt filter presses had gone down, after which the crew had immediately gotten the other BFP back into action while repairing the faltering one. The flow for June had been 8.6 million gallons; in 2019, before the pandemic, the flow had been 10 to 11 million gallons. So, Mr. Rock said, they were still having a "muted" season. Mr. Burke remarked that they still did not have the flow to turn on the second Carrousel.

Since the Department was shorthanded, Commissioner Ellis asked, was it in any violation with MassDEP vis à vis their staffing plan? Yes and no, said Mr. Burke. We are shorthanded, so we are in a violation kind of, he said. However, if we are aggressively looking for staff, we're not.

FINANCIAL REPORTS.

Admin Assistant Webster referred to the reports she had e-mailed to the Board the previous week – Cash Receipts & Operating Budget Expenditures Fiscal Years 2012 – 2021; and FY21 Uncommitted Revenue – along with the Final FY21 Operating Budget Expenditures Report, and asked the Board members if they had any questions. No one did.

APPROVAL OF MINUTES.

Commissioner Ellis made a motion to approve the **Minutes of the Regular Meeting of June 24, 2021**, seconded by Commissioner Morrison. The motion carried by Roll Call Vote: Mr. Ellis, Aye; Mr. Morrison, Aye; Mr. Searle, Aye.

ADJOURNMENT

There being no further business, Chairman Searle made a motion to adjourn the Regular Meeting; Commissioner Ellis offered a second. The Chairman conducted a Roll Call Vote: Mr. Ellis, Aye; Mr. Morrison, Aye; Mr. Searle, Aye. The Regular Meeting adjourned at 4:09 p.m.

Respectfully submitted,

Pia Webster
Administrative Assistant

APPROVED:

BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN

Glen S. Searle, Chairman

Scott Ellis, Commissioner

Walter A. Morrison, Commissioner