

**TOWN OF EDGARTOWN  
BOARD OF WASTE WATER COMMISSIONERS  
MINUTES OF THE  
REGULAR MEETING OF SEPTEMBER 16, 2021  
CONDUCTED VIA ZOOM TELECONFERENCE**

**WASTE WATER COMMISSIONERS PRESENT:**

Mr. Glen S. Searle, Chairman  
Mr. Walter A. Morrison, Commissioner

**WASTE WATER COMMISSIONER ABSENT:**

Mr. Scott Ellis, 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. David Bouck, Watershed Outreach Manager, Great Pond Foundation  
Mr. Ian B. Catlow, PE, Vice President, Tighe & Bond  
Ms. Kim Cottrill, Fenner Construction LLC  
Mr. Francis A. Ford, 4 Tilton Way  
Mr. Jan Greis, 96 Pease's Point Way South  
Mrs. Sonia O'Connor, 44 Norton Orchard Road  
Mr. Eric J. Serpa, 54 Norton Orchard Road

**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, September 16, 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 New Business sections, the Chairman announced. Also present from the Board was Waste Water Commissioner Walter A. Morrison.

**OLD BUSINESS:**

**IAN B. CATLOW ON PROGRESS OF CAPITAL IMPROVEMENT PROJECTS.**

Ian B. Catlow, P.E., of Tighe & Bond (T&B) reported that the Chase Road and Dunham Road Stations Upgrade projects were both mechanically complete. T&B and Robert B. Our Co. were working through punch list items and a few smaller contractual items like the landscaping work at both sites and a handrail at Chase Road. Mr. Catlow said he expected to be “totally closed out on that project within the next four to six weeks.”

As for the SCADA System Upgrade Project, Mr. Catlow related that the ad for the Invitation To Bid had been set up, with a value of \$600,000 on it, to appear in the Central Register the following week. There would be a three-week bid period, with the cost of the electrical items in particular being of concern to him, since quotes on these materials were highly volatile.

The plans and specs for the RIB Rehabilitation Project were nearly complete, said Mr. Catlow. What T&B was waiting for was some guidance from Mass DEP as to whether the Department would be allowed to dispose of the removed material onsite. Following a brief discussion, Commissioner Morrison made a motion to approve the bid package for the RIB Rehabilitation Project subject to the Chief Procurement Officer’s approval of the contractual aspects and the Facilities Manager’s approval of the technical aspects. Chairman Searle provided a second, then conducted a Roll Call Vote: Mr. Morrison, Aye; Mr. Searle, Aye.

**DISCUSS/VOTE: REQUEST TO TIE-IN – FRANCIS A. FORD, 4 TILTON WAY [Cont].**

Francis A. Ford, co-owner of 4 Tilton Way (20C-176.2), who had presented his request to tie in at the August 19 Regular Meeting, said he was waiting for Facilities Manager William Burke’s approval of the Sewer Tie-in Agreement and Easement he had drawn up for his neighbor at 10 Tilton Way to sign. Mr. Burke said he did not see anything peculiar about the document. Asked by Mr. Burke for her opinion, Department Assistant and Procurement Officer Jennifer Smyth stated that she was not really qualified to speak on legal matters. Commissioner Morrison, who owned a private sewer line himself, suggested that Mr. Ford might want to add something about sharing the cost of upkeep and repairs. Ms. Smyth noted that once signed and notarized, the document would have to be recorded at the Registry of Deeds.

A short discussion ensued. Then Commissioner Morrison made a motion to approve the tie-in of 4 Tilton Way subject to the approval of the Chief Operator and the Facilities Manager of the final tie-in plan and the owner’s having recorded the Sewer Tie-in Agreement and Easement. Chairman Searle provided a second, then conducted a Roll Call Vote: Mr. Morrison, Aye; Mr. Searle, Aye.

*[At this point Ms. Smyth, in her capacity as Meeting Host, announced that Zoombombers were disrupting the proceedings; it would take her a moment, she said, to expel them, which she did.]*

**NEW BUSINESS:**

**DISCUSS/VOTE: REQUEST FOR TIE-IN – JAN GREIS, 96 PEASE’S POINT WAY S.**

Jan Greis, co-owner of 96 Pease’s Point Way South (29A-52), related that during the last storm his cesspool had collapsed with the excessive rain. His contractor had recommended to him that he come before the Board to see if he could tie in to the system rather than carry out extensive repairs. Referring to his Sewer Connection Review, Chief Operator Joseph Rock stated that currently no sewer main ran directly in front of or abutted Mr. Greis’s property. There was a gravity connection in front of 102 and 106 Pease’s Point Way South, and the pressure sewer coming from the other direction ended, he thought, in front of 90 Pease’s Point Way South.

Between Numbers 102 and 96 was Mullen Way, said Mr. Rock, and a request to install a Mullen Way line had been denied by Mass DEP, although he did not think that bringing the line to Number 96 would be seen as an extension of the line *per se* but rather a lateral connection to the line. If the Commissioners chose to allow the tie-in, then he was recommending they choose a connection to the gravity line, tying in the lateral from there. As for the Mullen Way decision, he noted, this had occurred before he and the Facilities Manager worked at the Plant.

Commissioner Morrison asked if the DEP legwork was something the Department would be responsible for. Mr. Burke said that at one time if a property owner were going to extend a line 1,000 feet, he/she would need MEPA approval; that had been changed to 10,000 feet. He surmised that DEP had not wanted that much of an expansion downtown before more of the properties in the Great Pond Watershed had been sewerred. This, he added, was a guess, since he found the records to be poor.

Admin Assistant Webster said she had worked in the Department at the time of that decision. The length of the extension had not triggered a threshold, she said. But Mass DEP did have discretionary power to review any expansion of the sewer system and had asked to see the plans for Mullen Way. The decision had been made in June 2015, and Mrs. Webster referred to page 6 of the Minutes of the Regular Meeting of June 29, 2017, wherein was discussed its basis. The reasons for denial, she said, were that the project lay both outside the Edgartown Great Pond Watershed and outside the current development envelope.

Chairman Searle asked if Number 96 could connect to the line running down School Street. Mr. Rock replied that the lateral off School Street ran down North Street, but this was a pressure line and he was always a proponent of gravity over pressure. The property had the proper grade to allow that, he added. Moreover, he was not sure about the capacity of the North Street line or even the ability to tie in to it, since the party who had paid for it intended to tie in other North Street properties.

Mr. Greis agreed he would ask his contractor, Kane Araujo, to come to the Plant to speak to Messrs. Burke and Rock about the connection and to “walk the street” with them. Also, Mr. Rock pointed out that Mr. Greis would need an easement from the owner of 102 Pease’s Point Way South to break ground. Chairman Searle asked Mr. Greis to return to the Board at their October meeting with his plans and any easements in place for a vote by the Commissioners.

**DISCUSS/VOTE: SONIA O’CONNOR, OWNER, 44 NORTON ORCHARD ROAD & ERIC J. SERPA, OWNER, 54 NORTON ORCHARD ROAD.**

When Commissioner Morrison inquired after Commissioner Scott Ellis, the Chairman replied that Mr. Ellis would not be attending this meeting. In that case, said Commissioner Morrison, he offered his apologies to Sonia O’Connor, owner of 44 Norton Orchard Road (20A-126), since he worked for the O’Connors and thus had a conflict. Accordingly, discussion was postponed until the October 21 meeting. Eric J. Serpa, owner of 54 Norton Orchard Road (20A-105), said that he was in no hurry to connect to the system and was there to educate himself. The Chairman cautioned Mr. Serpa that the sewer line in question was at near-capacity; 47 of 50 possible tie-ins were spoken for, so now was the time to tie in.

Mr. Rock related that he had placed a call with Chris Alley of Schofield, Barbini & Hoehn, the firm that had engineered the Pine Street-Curtis Lane project. Since Norton Orchard Road came off the Pine Street main, he wanted to see Richard Barbini’s original plans for the line. This would tell them, he said, whether there was in fact capacity for more than 50 tie-ins. A discussion ensued between the Chief Operator and Mr. Serpa about the capacity of the line and the opportunity, or lack thereof, to tie in.

Department Assistant Smyth wondered if those calculations included current permits, as well as properties that had been approved by the Board whose owners had not yet applied for permits. Mr. Rock answered that he had not included property owners who had been promised tie-ins on that line but he thought he had included the permitted properties. All agreed that the matter had to be explored further and that the conclusions would be brought to the October Regular Meeting. Mr. Serpa was advised to wait to apply for a permit and to return in October.

Ms. Smyth notified the Chairman that Mrs. O’Connor had returned to the meeting. Mrs. O’Connor stated that it had occurred to her that Commissioner Scott Ellis was her plumber. Admin Assistant Webster said that the lack of a quorum to vote on Mrs. O’Connor’s request could be handled by the completion and submission of the appropriate forms by Board members with conflicts or the appearance of conflicts. She would forward Commissioners Ellis and Morrison those forms the following morning.

**DISCUSS/VOTE: KIM COTTRILL, FENNER CONSTRUCTION LLC, 29 CHASE RD.**

Kim Cottrill, office manager at Fenner Construction, was representing her firm and the owners of 29 Chase Road (20C-64.11). Ms. Cottrill referred to a sketch that Keith Fenner had done, showing his plan for the tie-in. Mr. Rock stated that pressure main ran in front of this property, across the street, servicing 36 Chase Road. Ms. Smyth noted that the Department had received a Notice of Failed System for 29 Chase Road from the Health Agent. Asked by Commissioner Morrison what he thought, Mr. Rock said that this was a straightforward connection. He went over a few details of the layout shown in the sketch. He did not see any capacity issues, he said.

Commissioner Morrison wanted to know if the owner was looking to increase the bedroom count on the lot in question. Ms. Smyth answered that the lot was not allowed more than four bedrooms. Chairman Searle mentioned that there were five already. Ms. Smyth said that if the fifth bedroom existed before the 2009 Bedroom Regulation, the five bedrooms could be carried

forward. Commission Morrison asked if as a duplex, four bedrooms were allowed on each side. No, four for the entire lot, said Ms. Smyth.

Commissioner Morrison made a motion to accept the simple tie-in of 29 Chase Road, seconded by Chairman Searle, who conducted a Roll Call Vote: Mr. Morrison, Aye; Mr. Searle, Aye.

**OTHER BUSINESS:**

**VOTE: INCREASE IN FACILITIES MANAGER'S VACATION LEAVE.**

Mr. Burke provided background on the reason for the vote. The Chairman made a motion that the Board of Waste Water Commissioners supported an increase in vacation leave for Facilities Manager William G. Burke as of his first anniversary date, February 18, 2021, from two weeks per employment year, as provided by PBL Section 10-2(a), to four weeks per employment year. Commissioner Morrison offered a second, and the Chairman conducted a Roll Call Vote: Mr. Morrison, Aye; Mr. Searle, Aye. There was some disagreement between Mr. Rock and Mr. Burke regarding whether the matter of the vacation leave increase had to go back to the Personnel Board for a vote.

**FACILITIES MANAGER'S REPORT.**

Mr. Burke reported that in conversation with Highway Superintendent Allan de Bettencourt, he had learned that Colonial Motor Group had the Chevy Silverado and that Mr. de Bettencourt was looking at some vac trucks. The SCADA System Upgrade Project was moving along. New Junior Operator Troy Vanderhoop was working out well, and more landscaping around the campus was getting done.

**CHIEF OPERATOR'S REPORT.**

Mr. Rock related that the SCADA system upgrade was being worked through and that Staff continued to add things over time. The fuel pump for the Plant Generator was repaired, although one issue remained.

The Pinehurst Road overflow, which qualified as a reportable Sanitary Sewer Overflow (SSO), had been caused by both pumps at the Chase Road Station being clogged, continued Mr. Rock. He and Plant Operator Sebastian Corwin had responded, along with backup from the Police and Highway Departments, as well as Maciel & Sons. Within a half hour they had depressurized the overflow, with full repairs and resumed operation within two and a half hours. The following day technicians from Comcast, Industrial Technical Services, and Fall River Electrical Associates were onsite to resolve the issues that had led to the overflow.

Lastly, Mr. Rock remarked on the EWWTF's good fortune in having a 21-year-old working out so well as an employee. The Chairman welcomed Mr. Vanderhoop to the Department.

**FINANCIAL REPORTS.**

Admin Assistant Webster related that she had been spending considerable time on the Munis Form Migration, a painstaking process that involved translating the Department's annual billing

forms into the system's new upgrade. Also, she pointed to the deluge of sewer permits pouring into the Department. By this point in Fiscal Year 2021, the Department has processed 17 Sewer Permits, while since July 1 they had accepted 25. She commended Ms. Smyth for her hard work.

**APPROVAL OF MINUTES.**

Commissioner Morrison made a motion to approve the **Minutes of the Regular Meeting of August 19, 2021**, seconded by Chairman Searle. The motion carried by Roll Call Vote: Mr. Morrison, Aye; Mr. Searle, Aye.

**ADJOURNMENT**

There being no further business, Chairman Searle made a motion to adjourn the Regular Meeting; Commissioner Morrison offered a second. The Chairman conducted a Roll Call Vote: Mr. Morrison, Aye; Mr. Searle, Aye. The Regular Meeting adjourned at 3:57 p.m.

Respectfully submitted,

Pia Webster  
Administrative Assistant

APPROVED:

BOARD OF WASTE WATER COMMISSIONERS  
TOWN OF EDGARTOWN

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Glen S. Searle, Chairman

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Walter A. Morrison, Commissioner