

**TOWN OF EDGARTOWN
BOARD OF WASTE WATER COMMISSIONERS**

**DRAFT MINUTES OF THE
REGULAR MEETING OF MAY 18, 2023**

WASTE WATER COMMISSIONERS PRESENT:

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

WASTE WATER COMMISSIONER ABSENT:

Mr. Walter A. Morrison, Commissioner

EWWD STAFF PRESENT:

Mr. William G. Burke, Facilities Manager
Mrs. Pia Webster, Administrative Assistant
Ms. Cristina Zghibarta, Department Assistant

OTHERS PRESENT:

Ms. Deb Butler, Project Manager, Dowbuilt
Mr. Douglas R. Hoehn, Principal, Schofield, Barbini & Hoehn
Mr. Scott McCarthy, Principal, Dowbuilt
Mr. Daniel O. Roop, PE, Project Manager, Tighe & Bond
Mr. Tim Webster, Owner/Project Manager, Dowbuilt

MEETING CALLED TO ORDER:

The Board of Waste Water Commissioners of the Town of Edgartown held their Regular Meeting on Thursday, May 18, 2023, at 3:00 p.m. in the Program Room of the Edgartown Public Library, 26 West Tisbury Road, Edgartown, Mass. At 3:00 p.m. Chairman Glen S. Searle called the meeting to order. Also present from the Board was Waste Water Commissioner Scott Ellis; Commissioner Walter A. Morrison was absent.

OLD BUSINESS:

TIGHE & BOND ON CIP PROJECTS, INCLUDING UPDATE ON CWMP.

Daniel O. Roop, Project Manager at Tighe, reported that with regard to the **Comprehensive Wastewater Management Plan**, they were looking at alternative layouts for the collection system for the new routes as the system was expanded, including costs. Those costs would tie into the **Asset**

Management Planning Project, for which they were finalizing the task analysis, with the cost estimates almost in place. The rate study their next step once they had the number for the collection system expansion. As for the **Scada Upgrades Project**, the punch list items had been completed the week before, with a couple of things pointed out in a site walk that morning; the project was substantially complete. Trouble getting the motor starter relay was delaying the **Schwing Pump Project**; an alternative was approved and would be shipped out June 9. They'd had a kick-off meeting that morning for the **Sludge Pump Replacement Project**, which would be started the week of June 5. And Mr. Roop had done some measurements that day for the **Dewatering and Plant Water Systems Upgrades Project**.

NEW BUSINESS:

REPORT/DISCUSS/VOTE: 26 ORR LANE SEWER EXTENSION.

Deb Butler, a Project Manager at Dowbuilt, introduced herself, as well as her colleagues, Principal Scott McCarthy and Owner/Project Manager Tim Webster. Ms. Butler provided background on the approval by the Commission on July 23, 2020 for the then-owner of 26 Orr Lane (Map 20B Lot 76.3), Bernard Chiu, to tie his property in to the sewer system; the lot had never been tied in. The lot next to it – 20 Orr Lane (Map 20B Lot 76.4 – was tied in in 2004.

Chairman Searle wanted to know how many bedrooms would be on the properties. Consulting the plans, it was seen that on 20 Orr Lane would be four bedrooms and on 26 there would be five. There being no further questions or comments, Chairman Searle made a motion to **approve the 26 Orr Lane Sewer Extension as presented**. Commissioner Ellis provided a seconded, and the motion carried unanimously by voice vote.

REPORT/DISCUSS/VOTE: SURKE MEADOW SUBDIVISION PLAN.

Douglas R. Hoehn of Schofield Barbini & Hoehn spoke about the approval by the Commission on February 1, 2018 to allot 37 pumps to the 139 Meetinghouse Way parcel on the east side of Division Road and 13 pumps to the 119 Meetinghouse Way parcel on the west side. Approving the Surke Meadow lots, taken with the five pumps/lots on Division Road approved on February 24, 2022, would complete the 13-pump portion of that subdivision, that is, the 119 Meetinghouse Way parcel. The Surke Meadow subdivision consisted of five lots with houses, plus a sixth lot that would provide access to the Meshacket Road Pump Station. So there would be a total of 11 lots on the west side of Division Road.

Responding to a suggestion by Chairman Searle, Mr. Hoehn explained why he has chosen to lay out the sewer line as he had. The Chairman asked Facilities Manager William G. Burke if everything sounded okay to him; it did. Water would be handled with private wells. Chief Operator Joseph Rock confirms with Mr. Hoehn that the sewer line would just be an extension of the two-inch laid last fall for the other five lots on Division Road.

Chairman Searle made a motion to **approve the Surke Meadow Subdivision, with the sewer line going up the driveway cutting through lots 2 and 3 and hooking on to Lots 3, 4 and 5**. Commissioner Ellis offered a second, and the motion carried unanimously by voice vote.

REPORT/DISCUSS/VOTE: CONTRACTOR RESPONSIBILITY FOR

PHOTOS AND TIE CARD CONTENT.

Chief Operator Rock reported that at some point the production of photographs and diagrams by Waste Water Staff of the lateral line setup had become a standard part of a new sewer tie-in. With a reduced Department Staff roster, this task had become even more burdensome. He read into the record his proposed solution.

+++++++Admin Assistant Webster provided background on three Abatement Requests from Benjamin L. Hall, Jr., including confirmation from the Water Department Assistant that the water service at all three properties had been turned off since at least 2014. Commissioner Morrison made a **motion to abate off the entire FY23 sewer bills of \$711 for 15 Simpsons Lane; \$632 for 21 Oliver Street; and \$158 for 40 Main Street**, with a second from Commissioner Ellis. The motion carried unanimously by voice vote.

After listening to details of an Abatement Request from Nils G. Leaf, Commissioner Morrison made a **motion to abate off the cost of one drain – \$79 – from the FY23 sewer bill for 284 Upper Main Street**, with a second from Commissioner Ellis. The motion carried unanimously by voice vote. Lastly, the Board heard about a request to abate the cost of three drains from the bill of Samuel Sherman. Commissioner Morrison made a **motion to abate off the cost of three drains – \$237 – from the FY23 sewer bill for 82 Martha’s Road**, with a second from Commissioner Ellis. The motion carried unanimously by voice vote.

OTHER BUSINESS:

FACILITIES MANAGER’S REPORT.

Mr. Burke reported that he had gone to the Kelley House with Department Assistant Cristina Zghibarta and had discovered the project to be less complete than expected. They had not been able to count drains and were surprised to find a retail space there because the plan presented with the permit application did not have such a space. This was the space, said Commissioner Morrison, where he was told there would be zero wastewater flow, yet there was a bathroom in that retail space. In any event, said the Facilities Manager, until the project was done, it would be hard to tell what was there. Chairman Searle clarified that The Pelican Club down at Dock Street was going to serve drinks and burgers and be open to the public.

Mr. Burke continued that the Andritz technician had come to the Plant and worked on the Belt Filter Press, with Junior Operator Curtis Robart helping. Synagro had offered the Plant a one-year probationary contract, and provided the Plant could meet their solids standard of 19 percent, would extend it to three years. Mr. Burke was looking at other options for sludge disposal.

In addition, the Facilities Manager spoke of plans to have Pride Environmental work on the Septage Holding Tank, replacing the old air manifold with a new one equipped with air diffusers on both sides installed in the center of the tank. Finally, going forward once the Septage Receiving Station reopened, Mr. Burke suggested forgoing the acceptance of large grease loads altogether since this type of waste stressed the system in general and, in particular, blinded the belt, reducing the solids in the sludge product.

FINANCIAL REPORTS.

On the “FY23 Operating Budget Expenditures as of April 17, 2023” report, Admin Assistant Webster pointed to the \$79,600 in “surplus unspent” Expenditures funds, which as of the April 24 posting would be down to \$67,700. With more big invoices were being processed through the Operating Budget, this amount would diminish rapidly, and she and Mr. Burke had discussed the possibility of resorting to a Chapter 77 Transfer from the Salaries & Wages portion, if necessary. There would be three opportunities to do that – May 1, June 1 and July 1 – and they would just take it week by week.

APPROVAL OF MINUTES.

On a motion by Commissioner Ellis, seconded by Commissioner Morrison, the **Minutes of the Regular Meeting of February 23, 2023** were approved unanimously by voice vote. On a motion by Commissioner Ellis, seconded by Chairman Searle, the **Minutes of the Special Meeting of March 9, 2023** were approved unanimously by voice vote. And on a motion by Commissioner Morrison, seconded by Commissioner Ellis, the **Minutes of the Regular Meeting of March 16, 2023** were approved unanimously by voice vote.

ADJOURNMENT

There being no further business, the Chairman made a motion to adjourn the Regular Meeting, which Commissioner Morrison seconded; the motion carried. The Regular Meeting adjourned at 3:44 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