

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

**MINUTES OF THE
REGULAR MEETING OF APRIL 18, 2024**

WASTE WATER COMMISSIONERS PRESENT:

Mr. Scott Ellis, Commissioner
Mr. Walter A. Morrison, Chairman

EWWD STAFF PRESENT:

Mr. William G. Burke, Facilities Manager
Ms. Cristina Zghibarta, Department Assistant

OTHERS PRESENT:

Mr. Daniel O. Roop, PE, Project Manager, Tighe & Bond
Mr. Robert McCarron, attorney at McCarron Murphy & Vukota LLP
Mr. Benjamin Hall, homeowner of 15 Simpsons Ln., 21 Oliver St., 40 Main St

MEETING CALLED TO ORDER:

The Board of Waste Water Commissioners of the Town of Edgartown held a Regular Meeting on Thursday, April 18, 2024, at 3:00 p.m. in the Selectmen's Meeting Room at the Edgartown Town Hall, 70 Main Street, Edgartown, Mass. At 3:00 p.m. Chairman Walter A. Morrison called the meeting to order. Also present from the Board was Waste Water Commissioner Scott Ellis.

OLD BUSINESS:

Update: CIP projects, Tighe & Bond – Dan Roop

During the recent meeting with the Board, facility manager, and Tighe & Bond engineers, Mr. Roop discussed the ongoing Screw Press project, which is currently out to bid with three interested bidders. Dan Roop has proposed a plan to address the high labor costs by replacing the existing Screw Press with a new one, covering installation and labor expenses. This will involve architectural modifications to the building, including the removal of one Belt Filter Press to make room for the new Screw Press Unit. The bidding process is currently in progress. Dan Roop, also presented a proposal for permitting and final design of Edgartown-West Tisbury Road force Main. Currently, the existing force main system between Chase Rd Pump Station and the Wastewater Treatment Facility Plant consist of 2 (two), 8-inch cast iron force main roughly 5,100 feet in length. Both pipes were installed in roughly 1972 as part of a project to connect downtown Edgartown to the Wastewater Treatment Facility. The proposed project will replace both force mains along the existing alignment at similar grades to maintain performance of the pumps at the Chase RD Pump Station. The new force main system will also include regulatory spaced structures to facilitate force main cleaning and/or bypass pumping. All work is expected to occur between

Columbus Day and Memorial Day to minimize impacts during the tourist season. Mr. Roop provided a detailed breakdown of the scope of work, outlining it in 4 phases. **Phase 1** (one), involves developing drawings and specifications for a bid-ready final design package. Will be conducting a total of 5 (five) meetings among with the Facility manager, the Wastewater Commission and Tighe & Bond design team. Additionally, there will be placed numbered flags along the resource area boundaries to demarcate jurisdictional limits for environmental permitting, wetlands, and other locations. In **Phase 2** (two), Tighe & Bond will provide bidding services. Bid documents will be available for distribution online through Tighe & Bond's website, and they will handle the document preparation. **Phase 3** (three), involves construction services. The Construction phase engineering services provided for the project and the time frame for the complex work to be done. In **Phase 4** (four), Tighe & Bond will provide up to 40 hours of post- construction services for warranty support for the sewer pipeline installations for up to a year from the final completion of the project in correspondence with the Contractors Warranty period. The schedule fee will cover all four phases based on the scope of work, and on the agreement established. Chairman Morrison, made a **motion to proceed with the contract for the work on the force sewer main on Edgartown-West Tisbury Rd**, seconded by Commissioner Ellis. The motion carried over with 2:0 vote.

Discuss: 15 & 33 Jernegan Pond Road – Potential sewer connection

During the recent meeting, Mr. Robert McCarron, attorney at McCarron Murphy & Vukota LLP, presented a comprehensive site plan outlining the proposed subdivision project, including lot details and open space allocation for the property at 15 & 33 Jernegan Pond Road. The Project proposes a subdivision of approximately 17 acres into 10 (ten) community lots, 5 (five) market rate lots, and 2 (two) improved lots with approximately 10 acres dedicated to open space/conservation. Mr. Morrison, the Chairman, discussed potential wastewater flow solutions, highlighting the possibility of collaborating with the town for funding new force sewer mains. Additionally, if the Town will provide funding for two new force sewer mains from the Chase Road pump station to the wastewater plant at the upcoming April Town Meeting, the project proponents could collaborate with the Town's consulting engineers to establish a connection for the project during the pipeline project design phase. Mr. Robert McCarron has expressed his willingness to work in collaboration with the Wastewater Commission and provide support for the development of a new pump station infrastructure on the property if it is deemed necessary. He has expressed interest in exploring all available options for connecting to the public sewer if it is feasible. Chairman Morrison, made a **motion to approve the future development to tie into the force main sewer, as pending of the completion engineering work**, seconded by Commissioner Ellis. The motion carried over with 2:0 vote.

Discuss/Vote: 9B Duarte Cir – New tie in request

Mr. Eli Dubin, Contractor, representing the homeowners of the property at 9B Duarte Circle, appeared before the Board requesting a possible sewer connection. After the Board consulted and has reviewed the sewer connection it was determined that the property has the capacity to connect to the Public Sewer. Chairman Morrison made a **motion to approve the sewer connection for the property at 9B Duarte Circle**, seconded by Commissioner Ellis. The motion carried over with 2:0 vote.

New Business:

Discuss/Vote: 67 Division Rd - Abatement bill request of FY24 Sewer User Charge

The homeowner at 67 Division Rd expressed interest in understanding how the billing is handled by the Wastewater Department and the charging method related to the Sewer User Bill Charge. In response to this inquiry, Mr. Burke, Facility Manager, engaged in a discussion with the customer to explain the process of the Sewer Charges in accordance with sec. 4, Article IX of the Wastewater Rules and Regulations.

SEC. 4 COMPUTATION OF THE USER CHARGE

The computation of the user charge schedule shall be based upon the total number of outlets to drain currently connected to the sewer system and shall take into account the revenues generated by food service surcharges, septage treatment income, and indirect costs associated with municipal buildings and services provided by the wastewater department.

The customer was reminded about the process for requesting abatement or adjustment, emphasizing the need for a written request within 60 days from the billing date, i.e., by Mon, April 22, 2024. They were also informed about the requirement for a valid reason, such as the property's water service being shut off for more than 365 consecutive days, which must be verified by the Water Department. The customer acknowledged this and agreed to settle the bill before the meeting.

Discuss/Vote: 212 Upper Main St – Requesting Public Sewer connection

The representatives of 212 Upper Main St, did not attend the meeting. As a result, the Commission decided to reschedule the item for the next Agenda Meeting, scheduled for May 16, 2024.

Discuss/Vote: FY24 Sewer User Charge Abatement No. 2

Admin Cristina Zghibarta 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. Chairman Morrison made a **motion to abate off the entire FY24 sewer bills of \$729.00 for 15 Simpson Ln; \$648.00 for Oliver St; and \$162.00 for 40 Main St**, with a second vote from Commissioner Ellis. The motion carried over with 2:0 vote.

Other Business:

Facilities Manager's Reports/ Chief Operator

Mr. Burke, the Facility Manager, has overseen a wide variety of work at the Wastewater Facility Treatment Plant. Sludge lab reports are being regularly taken and sent for composting vendor. John O'Donnell, the highway attendant has taken consistent trips over the mainland and has successfully disposed of the sludge. Additionally, Harbor Controls has been actively involved in Scada integration work and assessing Aerator VFD. Mr. Burke has reported that two staff members, Zavian Brown and Matthew Barton, are scheduled for training sessions to prepare for and successfully pass the exam to become certified Wastewater Licensed Operators grade IV. During discussions about fees and penalties, there has been a focus on Article VIII, of the Wastewater Rules and Regulations. It has come to the Board attention that a few properties on the Filed Cl Ln/Dr are exceeding the bedroom limit set with the

'Field Club Association' agreement, which originally allocated a total of 110 bedrooms to the Field Club area. Chairman Morrison, emphasized the importance of carefully reviewing properties that do not comply with the Wastewater Rules and Regulations. Any violations related to exceeding the bedroom limit will be addressed responsibly. It is important to ensure that these processes are carried out regularly to maintain proper functioning and compliance with the Wastewater Regulations.

Financial Report

On the "FY24 Operating Budget Expenditures as of May 15, 2024" report, Admin Assistant Zghibarta pointed to the \$107,600 in "surplus unspent" Expenditures funds, which as of the May 20 posting would be down to \$97,000. With more big invoices being processed through the Operating Budget, this amount would diminish rapidly, and she and Mr. Burke had discussed the possibility of resorting a possible Transfer from the Salaries & Wages portion, if necessary.

APPROVAL OF MINUTES.

On a motion by Chairman Morrison, seconded by Commissioner Ellis, the **Minutes of the Regular Meeting of March 21, 2024** were approved by voice vote, the motion carried to 2:0 vote.

ADJOURNMENT

There being no further business, the Chairman made a motion to adjourn the Regular Meeting, which Commissioner Ellis seconded; the motion carried to 2:0 vote. The Regular Meeting adjourned at 4:20 p.m.

Respectfully submitted,
Cristina Zghibarta

Department Assistant
APPROVED:

BOARD OF WASTE WATER COMMISSIONERS
TOWN OF EDGARTOWN

Walter A. Morrison, Chairman

Scott Ellis, Commissioner

Glen S. Searle, Commissioner