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ORLEANS, BREWSTER, EASTHAM GROUNDWATER PROTECTION DISTRICT

BOARD OF MANAGERS MEETING

MARCH 12, 2014

Board Present: John Kelly, Chairman, Orleans; Charles Sumner, Brewster;
Martin McDonald, Eastham.

Others: Jay Burgess, Chief Operator; Cyndi Bachman, District Secretary.

1. Meeting called to order at 9:10 a.m..
2. A motion was made by Martin McDonald to approve the Board of Managers Minutes dated February 19, 2014 as amended. This motion was seconded by Charles Sumner and unanimously approved and passed. Vote: 3-0
3. Market Study Discussion:
 - John Kelly stated his Board of Selectmen are looking at a number of studies to decide which direction they want to go with wastewater. He stated he sent around one study for this Board to review that addresses the Tri-Town site, Nameskaket Marsh, the potential for a recirculation operation here with off-site disposal, the issue of the market for both septage, food waste and other things; and if the facility was a 21st century facility. Orleans is already doing a very comprehensive review and I don't want to duplicate the effort. My thought was if this Board would agree that the Article Charlie wrote doesn't preclude us from doing a study, it doesn't preclude us from doing design. When I talk to my Board tonight, it might be better to have the one study that deals with many of those issues. When I was talking with our consultant, the problem that we have is when you start to do these studies, they don't necessarily have a relationship to a specific project. Sometimes it is very hard to piece meal different studies together. One of the things that Mike Domenica has said if you have a project with multiple facets, do it all as one project. My sense is that the \$100,000 that the three towns are going to vote should be used for capital repairs, design funding, demolition, or additional engineering. It's basically what the Board of Managers wants to do with this money with the approval of the Selectmen.
 - Charlie Sumner stated the information collected is going to be applied universally to our geographic's.
 - John Kelly stated in Brewster's Town Article it states the \$100,000 will remain in Brewster's town account until approval is given to release funds to the plant. If the \$300,000 wasn't used for capital repairs, it would not automatically become available funds for the District. I would like it to be handled the same way we handle the schools, i.e., the money is available but not released until it is approved by the Board.

- Martin McDonald stated the question he gets is are why are we putting aside \$100,000 if two years later we will need another million plus dollars? I continually point out that this is just to keep the plant running for two years and if there is money left over, it could be used for demolition of the plant.
- John Kelly stated if the plant does not go beyond 2016, the cost is \$90,000 to complete the design for demolition, and another \$90,000 for construction administration. If we need \$90,000 for design for demolition we would already have the money and would not have to go back to the towns for funding, but we would go back for construction administration.
- Martin McDonald asked if there needs to be other wording in the Article.
- John Kelly stated the Eastham Article has limited the \$100,000 to the facility evaluation cost estimate for the improvements or repairs.
- Martin McDonald stated that Cost Estimate is based on Engineering.
- John Kelly stated its eight months to design and permit for demolition. If they don't vote to do this next May, then the following May town meeting would have an Article for demolition and construction money with the demolition to occur in the Fall of 2016. If we broaden the language in the Article to provide for design or demolition in the event we don't go forward, we have covered all the bases. When I talk to my Board tonight I will give them a copy of Eastham's Draft Article. What the Board decides and what the town meeting votes could be two separate things. The market study is being done because my Board needs to know what to do with the property. The only reason you would do a separate market study would be if you thought the Orleans study was slanted. The study impacts the other two towns because it talks about the reuse of the property. I would prefer to see the \$100,000 go directly into the plant for repairs and have Orleans do the planning studies it needs on the reuse of the property. The cost for all four phases of the Orleans Market Study is \$625,000.
- Martin McDonald stated his concern is at town meeting he wants to be able to answer the question when someone asks, why don't you take the septage to another plant? I want to be able to say, for example, Dennis Yarmouth doesn't have the capacity to take more than "x" amount of septage.
- John Kelly stated this Board could send a letter to Barnstable, Chatham, Dennis Yarmouth, etc., to inquire as to whether or not they have the interest and capacity to accept septage from the lower Cape towns, primarily the Tri-Town District, in the event the Tri-Town Plant were to close. I think getting something back in writing that we can share with our Boards would be helpful, as well as having this information for town meeting.
- Martin McDonald stated that would be fine if the towns responded in time.
- John Kelly stated he could send a draft letter on behalf of the Board of Managers to the other towns if this Board votes to do so.


- Charlie Sumner stated getting the letters in writing is a good idea because this question has already come up at the joint meeting of the three Boards of Selectmen. I personally have talked to someone at the Dennis Yarmouth Plant who said they can handle 21 million gallons, and processed 19 ½ million gallons last year. Clearly there is not enough room at their plant.
 - Jay stated when the politicians hear that the haulers can take it someplace else, to them it means that every drop that would have gone to Tri-Town is now going to go someplace else on the Cape. That's not the way it works. We have a few companies that do that now, and when they do, it hurts our revenues resulting in our bank balances breaking even or even below a break even status.
 - John Kelly stated it's the fringe of the town lines that we rely on. The problem is that when haulers are on the town lines, they will go wherever they can get a cheaper price. We are not going to change the position politically, but at least we can have something in writing from the other towns.
4. **A motion was made by Martin McDonald to authorize John Kelly to prepare a letter for the out-of-District towns, asking if they would accept septage if the Tri-Town Plant were to close. This motion was seconded by Charles Sumner and unanimously voted and approved. Vote: 3-0**
- John Kelly stated he will put a draft letter together and work with Jay to fine tune it and forward it to both Charlie and Martin for their review.
 - Charlie Sumner stated we would then be a customer that needed to be serviced and those towns would have to create an allocation for our flow.
 - Martin McDonald stated Eastham's Town Counsel has not been able to get in touch with Mike Ford, Orleans Town Counsel, regarding the IMA.
 - John Kelly stated the IMA does say it can only be amended by a vote of town meetings in the three towns. The Orleans Charter says my Board has to go to town meeting for any IMA that is more than three years or costs greater than \$50,000. There was a discussion initially about the State Law changing, authorizing select Boards to sign IMA's who previously had to go to town meeting. I have a Charter that supersedes State Law provisions for an IMA, so we have to go to town meeting. This question came up that could you eliminate the words, "can only be amended by a vote of town meeting" as part of that draft. I will have Mike Ford contact Eastham's Town Counsel.
 - Martin McDonald stated his Board does not want to go to town meeting if they don't have to.
 - John Kelly stated we have the Article and Mike Ford suggested Eastham and Brewster check with their own Town Counsel regarding this issue.
5. The Board reviewed the District's draft Budget.

6. A motion was made by Martin McDonald to approve the District's FY15 Budget with the corrections as noted today. This motion was seconded by Charles Sumner and unanimously approved and passed. Vote: 3-0
7. Chief Operator Updates – Jay Burgess:
- Jay stated at the last Board of Managers meeting the Board requested that a list be made of the most pressing needs of the plant. Jay handed out a list of the safety and operational issues. He stated this is a list of items that are in need of repair or replacement for the plant to operate over the short term through December 2016. These are not all the items, but a list of issues that are safety hazards to the operators and potential hazards to first responders. We have alarms here and sometimes police or firemen will arrive at the plant before the operators do, and already be in the building before they get there. That could be a potential safety issue.
 - **Primary Clarifier** - This seems to be the most pressing issue. You can see the corrosion on the support structures in the walkway in the photo. We can patch these up and get them to last through 2016 or they could be made like new by lining the tanks and putting in non corrosive material. These fixes that we are now talking about are patches through 2016 and are not the recommendation from the Stantec Report to last another 20 years.
 - **Receiving Stairwell** - Everything in the Septage Receiving area is subject to high levels of hydrogen sulfide. As you know the scales have already been ruined. Hydrogen sulfide is extremely corrosive. The stairwell has been welded, and our staff is well aware of the safety issue.
 - Martin McDonald suggested putting up a sign in this area that says "Caution".
 - **Bar Rack** – This has already been addressed at previous Board of Managers Meetings for replacement.
 - **Stockade Fence** – The fence surrounding the plant is in need of replacement.
 - **Compost Building** - The compost building has graffiti and vandalism. It is a requirement of DEP and EPA that water and wastewater facilities have adequate security. The Homeland Security websites gives you reasons for adequate security. The compost building has been broken into many times, causing us to weld the doors shut and place Jersey barriers in front of the doors to keep the kids out. Somehow they have managed to squeeze down the conveyer belt to get inside. We check this building periodically because we have pumps down there as well as an electrical run. I am suggesting we put a couple of security cameras at this building.
 - John Kelly stated he has talked to Tom Daley about the compost building and we are going to have to address it at some point.
 - Charlie Sumner stated Orleans now owns the compost building. He also asked Jay how much it would cost to fix the primary clarifier, the stairwell, and bar rack?

- Jay stated Stantec had a number on the primary clarifier of \$100,000 – \$150,000, which to me sounded a little on the high side. I spoke to him about it and he said it would be \$250,000 for a re-built clarifier. When the septage bar rack comes in and gets installed, I will contact Brewster Welding and ask them what it would cost to put together a catwalk that is safe to walk on. I am sure Stantec is looking at a little engineering, etc., but we have some guys that can come in the plant to measure, cut and weld it. The only problem that I see is, if you look at the primary clarifier photo, there is an 8" pipe sticking out of the side of the wall of concrete which supports that huge barrel, which supports everything up above it and is the only support. When I bring engineers in they can do a test by tapping on it, but but they won't even touch it, so I don't have a whole lot of faith in it.
- Charlie Sumner suggested getting Brewster Welding to come to the plant to fix these items.
- Jay stated we have to use the catwalk everyday. It might last another year. If it doesn't, I would have to contact the Board, who in turn would contact Stantec or whoever, to get it replaced. As Stantec has pointed out, it is a minimum of a two to three month fix. During that time, I would not be able to run the plant, resulting in reduction of revenues, not being able to pay employees, and eventually shutting the plant doors.
- Charlie Sumner stated the catwalk seems to be your most immediate issue.
- Jay stated that's not the only one, but it is the most aggressive one right now.
- Martin McDonald asked if there is only one primary clarifier.
- Jay stated there are two clarifiers and chances of both of them going down at the same time are slim, but the chances of both of them not working shortly after each other are not so slim because they are probably within 500 hours of operation rotating back and forth.
- Charlie Sumner asked Jay for a rough figure for replacement of these items that he can have for town meeting.
- Jay stated why don't we just use the number Stantec gave us.
- John Kelly stated I think you have to use the numbers that are in the Stantec Report which is \$50,000 from each town.
- **Process** – Nitrogen is 32 mg/l; all other permit parameters are within State permit.
- **Sand Filter Denitrification** – This experiment is still waiting for the right conditions. We don't have it fully functional yet and haven't started pumping in our carbon source. We also do not have the dissolved oxygen numbers right yet.
- John Kelly asked if he has worked out the issue of having an engineered plan sent to DEP for consideration as a pilot study, and who is writing the letter?

- Jay stated we are still working on that and Stantec would probably write the letter because it has to be written by an engineer.
 - **Maintenance** – We had a stabilizing and conditioning mixer blade fail which was repaired and should last until 2016. This failure was due to an accumulation of rags and an imbalance. Those rags are escaping through the larger bar screen. The New England Interstate Water Pollution Association is doing quite a few seminars over the next few months trying to deal with the rag issue. We are trying to get the receiving tanks emptied as well. Those mixers are also covered with rags and subject to failure until we can remove them. We had a 55 gallon bucket of rags just off of one of the mixer blades. The mixer blades on the receiving tanks are four times as big. Hopefully we will get that tank pumped down this month while the flows are slow.
 - **Annual Boiler Inspection** – We had some HVAC issues. Most of them are minor. Two of them have been done already in house. Steele Machine has come down and made a list of what he will need to do the job. When the parts come in he will come in to finish the job and send the report back to Travelers Insurance to get our permit to run the system.
 - **Allied Personnel** – We are still using this part-time employment service. One of our operators has been out of work for three weeks with a bad wrist. There was also an intestinal bug that a few of our employees had, so we've been using one or two guys from Allied Personnel, who have been keeping things going.
8. The Board reviewed the District's Bank Balances.
9. A motion was made by Charles Sumner to approve Treasury Warrant No. 7 for payment. This motion was seconded by Martin McDonald and unanimously approved and passed. Vote: 3-0
10. Any items for future Agendas:
- Pre-Town meeting discussion and follow-up
11. A motion was made by Martin McDonald to adjourn the meeting at 10:10 a.m.. This motion was seconded by Charles Sumner and unanimously approved and passed. Vote: 3-0

Respectfully submitted,



Cyndi Bachman, District Secretary