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**ORLEANS, BREWSTER, EASTHAM GROUNDWATER PROTECTION DISTRICT**  
**BOARD OF MANAGERS MEETING**  
**MAY 14, 2014**

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

**Others Present:** Jay Burgess, Chief Operator; Cyndi Bachman, District Secretary; Beverly Carney, Orleans Resident.

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 April 16, 2014. This motion was seconded by Charlie Sumner and unanimously approved and passed. Vote: 3-0
3. Results of Relevant Town Meeting Articles:
  - John Kelly stated Orleans passed both Articles: one for the extension of the Intermunicipal Agreement to 2016 and one for the \$100,000 for the plant which will be available July 1<sup>st</sup>. The extension for the IMA will be signed June 4<sup>th</sup>, and then it will be circulated to the other two towns. The Article for other Wastewater Studies also passed subject to a ballot question next Tuesday. We received responses from six firms for the big study, which includes the reuse of the Tri-Town site. My Board will meet on May 20<sup>th</sup> and the Review Committee will be looking at those proposals and making a recommendation on the award. As soon as I have information regarding that award, I will make sure the other two towns are aware of it and send it over to the plant. The goal of that study is to have it completed by next February. It's a half million dollar study to look at everything and what type of plant we should be looking at for the 21st century. My Board did vote that there will be no discharge to Nameskaket. The vote was 3-2 with two people abstaining. There isn't an opposition to using this site, but finding another site to pipe the effluent discharge outside of the watershed is going to be a big undertaking because we do not have another site.

- Martin McDonald stated your Board could change.
- John Kelly stated it is not binding. One Board cannot bind another Board and can change their mind at any time. It's more of a resolution of the current Board. Anything they have looked at for the future would not involve Nameskaket Marsh other than restoration. We just have to find another site. Part of the study is to try to refine the 27 potential sites that meet minimum criteria for potential use. To get a site assignment of a particular property could take years. My Board will come back in a year with what they want to do with this site.
- Martin McDonald stated if your study is not completed until February, you probably won't make any decisions on this site until months after that.
- John Kelly stated the way we have our capital planning set up is we have a series of studies in our plan for FY16 for preliminary design of something. My Board intends to have a Fall town meeting this coming Fall, and that will be to ask the voters to fund additional items we need in order to get to the design. My hope is they will have enough information to make a decision, depending on that study. I think it was suggested to the voters that we are looking at a 12-18 month period from now to conclude these studies.
- Martin McDonald stated in the Stantec study they said it would take nine months to a year to demolish the plant.
- John Kelly stated my Board has to make a decision on a course of action by May 2015, otherwise we miss the funding window. There are four months for permitting, another four months for design, and four months for construction. The District would have monies available July 1<sup>st</sup> to address any repairs needed and the three towns would pay a third of the cost. Brewster would need to have a vote from their Board before they would disburse any monies to the District.
- Jay stated he can address those items before July 1<sup>st</sup> and already has prices which are within the District's maintenance budget. He also stated that if one of the scenarios of the study is to piggyback on this plant, we will probably not be looking at a discharge permit four months out of 2015.

- John Kelly stated we are going to need to talk about that and make sure the Boards are aware of that deadline. In Orleans, if the goal is to continue to use the site but they still want to find an alternative disposal site, there is going to have to be a transition period. There is no way they will get everything done by 2016. With that said, they could be working on a parallel tract. The big issue is whether they continue with septage only or they want to go beyond that. Stantec is one of the companies that sent in a proposal. We can't even agree to apply for a permit extension until there is an agreement to upgrade the plant. DEP is not going to consider it due to the deferred maintenance that has been let go, and they don't want to be issuing a permit for five years if the plant will not make it to five years. It's usually four months before the permit expires, so we are looking at August of 2015 to apply for the permit.
- Martin McDonald stated we have to be prepared to apply some of the studies that Jay is doing with the denitrification.
- Jay stated he's sure that will be part of the study. You do need a professional engineer to sign off on it.
- John Kelly stated in a series of steps, my Board has to be in favor of any extension because the IMA expires when the permit expires.
- Martin McDonald stated we may have to have a three town meeting again.
- John Kelly stated we talked about that after town meeting. I think a good time would be after we engage a consultant and have the timeline when the consultant's work will be done to coincide with the decision of this plant. Right now the completion date of that study is February 2015.
- Jay asked how long do you have to make your decision on the consultant?
- John Kelly stated initial reviews are scheduled for May 20<sup>th</sup> and the award will be made early June. After we sign the contract, February 2015 is the completion date.
- Jay stated he had a couple of companies come to the plant and gave them a tour.

#### 4. Chief Operator Updates – Jay Burgess:

- **Process** – Nitrates were 28 mg/l, all other testing numbers in the single digits with the exception of TSS 14mg/l, which is still within our permit. There are two reasons why it may have increased: one is that we have started to add the micro C to the sand filter in an attempt for the denitrification. We have seen it drop 10 mg/l in only a week and a half. The other reason is one of the medias failed on the No. 1 RBC. We had eight media bundles on hand and were able to install them and get it back and working. I ordered eight more bundles for the future for RBC No. 2 .
- **Emergency Generator** – One of the relays for the starting mechanism on the emergency generator failed and was replaced and it is back working again.
- **Bar Rack** – The new bar rack has been installed.
- **Cat Walk and Stairs** – We will get the cat walk repaired first and then repair the stairs in the degritter room.
- **Pumps** – We have a couple of pumps that are starting to show wear and are in need of repair. I have already sent out requests for prices. They are the RBC and secondary sludge pumps which have been in service for 24 hours a day since 1997 as part of the upgrade. They are running around 75-80% now, and when they get to 100% they can't keep up with what we are doing. I have prices coming in for re-built or replacement.
- **Collections** – Neighborhood Wastewater Septic Service's bill is over \$42,000 past due and their account has been placed with a collection agency. This was a bill for pumping Ocean Edge back in the winter months. We have shut them off from discharge. We recently followed up with the collection agency for an update on this account. I was not happy with their effort of sending out only one letter and telling us they were going to make a phone call to Neighborhood later that afternoon. In the meantime, I contacted several other collection agencies. One responded and is calling and e-mailing me three times a day. That is the kind of collection agency I am looking for. The current collection agency stated \$42,000 is too large of an amount to go to Small Claims Court. She also stated their lawyer was unable to take the case to court due to a medical condition and was not going to be able to do their legal work. We did not sign anything with them so we are not bound to them. If their lawyer was already incapacitated before they took the job, they should have disclosed that to us.

- John Kelly stated do whatever you have to do to terminate with the current collection agency and get the account over to the next agency for collection.
- Jay stated that since we have raised the disposal rates, we are running into a problem with a couple of out of District haulers who may be stretching the truth regarding the amount of septage they have on their trucks. We don't have scales but we can look at their site glasses and their slips.
- John Kelly stated he thought our policy was to bill them based on the volume of the truck regardless of whether you can see it or not.
- Jay stated we have been working on the inside of the scale that is still together and got it to function electronically but it is not reading correctly. The outside portion of the scale is filled in with concrete. We might be able to move a piece of the scale over to the number one scale and combine it and get a scale company to wire them back together to have one functioning scale. If that is too costly, we could send the hauler to the landfill with a full truck to get weighed, and after discharge send them back to be weighed again with an empty truck in order to mark their truck with a thousand gallons mark. This is supposed to be done by the Board of Health when they inspect the trucks, but I guess it has become a grey area. In the meantime, I have told my guys to check the site glasses on the trucks and if they are dirty, make the driver clean them so we can get our best estimate.
- John Kelly stated rather than spending money on scales, which may not be our highest priority, the alternative is to continue the policy of the Board which is to charge on the capacity of the truck minus whatever, making sure the hauler comes in with a full truck.
- Charlie Sumner stated it's probably going to be too expensive to fix the scales, but if it is not a lot of effort to find out, it would be nice to know. Ideally, it would be better to have a scale.
- Jay stated we are not going to have to buy anything major. It's an installation process. We would have to get someone here from a scale company and we would supply the labor. I can contact two scale companies to see what it would cost to have them come here for a day to tune one scale. If we want to make it official, we have to have Barnstable County Weights & Measures inspect the scale.


- John Kelly stated if the scale is not calibrated, no matter what you do, you are going to get people who don't want to pay for a full load.
- Jay stated it would cost \$400 to calibrate the scale for one year.
- John Kelly stated because it will be a small scale, you would not be able to put tankers on it.
- Jay stated we charge tankers for a full load.
- Martin McDonald stated when we decided not to fix the scale, we thought we were all done here next year. Now that the plant will continue to operate through 2016, that is a different factor.

**5. A motion was made by John Kelly to authorize Jay to go ahead and get the scale repaired. This motion was seconded by Charlie Sumner and unanimously approved and passed. Vote: 3-0**

- Jay stated if for some reason the scale people say there is no way we can repair it, would it be an option to send a truck to the landfill to get weighed?
- John Kelly stated the town has a commercial scale and you can talk to Tom Daley about it.
- Martin McDonald asked if you could call the town halls once a month to check to see the number of pump slips they have received.
- Jay stated there is nothing to stop the haulers from not handing in a slip to the town.
- **USGS** - I talked to Peter Weiskel on a calculation on the sand filters. He gave me the information I needed and he also told me that he is now in charge of the office with a staff of three to four members. They are working to get the report out to Orleans and realize they have to get it to the town fairly soon. I told him the District still owes them money and does not have anything to do with the slowness of the report coming. He said as far as he is concerned he doesn't expect payment until he has given you a product.

- **OCEAN EDGE** - Jay stated we will have to handle Ocean Edge differently next year.
  - John Kelly stated perhaps next year we have a special customer list and a separate rate for individuals who have had a history of being in arrears. Maybe it will be C.O.D. for every load they bring in.
  - Jay stated in the past we use to bill Ocean Edge and the receipts would be dropped off to them, but they were talked out of direct billing from the plant
  - John Kelly stated Jay should send a letter to Ocean Edge stating their hauler has failed to pay the District and ask for any assistance they can provide us. As a result, we are going to have to take a look at how we bill for services in the winter when they do their annual pumping. In that letter we should suggest the District be in the position to bill them directly and not bill the hauler since the hauler is not paying us.
6. The Board reviewed the District's bank balances.
  7. **A motion was made by Martin McDonald to approve Treasury Warrant No. 9 for payment. This motion was seconded by Charlie Sumner and unanimously approved and passed. Vote: 3-0**
  8. **A motion was made by Martin McDonald to adjourn the meeting at 10:10 a.m.. This motion was seconded by Charlie Sumner and unanimously approved and passed. Vote: 3-0**

Respectfully submitted,



Cyndi Bachman

District Secretary