



Town of Oak Bluffs
WASTEWATER DEPARTMENT
17 Pennsylvania Avenue
P.O. Box 1526
Oak Bluffs, Ma. 02557
Phone 508-693-0343 Fax 508-696-6035

Commissioner's Meeting Minutes

April 26, 2023

Call to order:

A monthly commissioner's meeting of the Oak Bluffs Wastewater Department was called to order at 3:02 PM, on April 26, 2023 by Gail Barmakian, Chairperson.

Oak Bluffs Wastewater Commissioners present:

Gail Barmakian, Commissioner

Bill Alwardt, Commissioner

Cassandra Bowler, Commissioner

Oak Bluffs Wastewater Treatment Facility Employees Present:

Patrick Hickey, Facilities Manager

Bridget Palmieri, Administrative Assistant

Guests in attendance: None

Business:

Agenda Item #1: Rate Increase Discussion

Discussion:

Patrick Hickey, Facilities Manager started by saying that the discussion he wanted to have was more about the scheduling aspect of the rate increase. He continued that we will need to advertise a public hearing for 30 days and hold it before July 1, 2023. Also, he wanted to ensure that the department and commission were all on the same page and all questions had been asked and answered. Cassandra Bowler added that we would need to meet and vote early to mid-May (latest). Gail Barmakian asked if there



Town of Oak Bluffs
WASTEWATER DEPARTMENT
17 Pennsylvania Avenue
P.O. Box 1526
Oak Bluffs, Ma. 02557
Phone 508-693-0343 Fax 508-696-6035

was an outline of the rate increase options which could be sent to the commission to analyze, to which Patrick Hickey replied yes. Gail Barmakian wanted to be mindful that the existing users will also be assessed a betterment fee as part of the wastewater facility expansion. She continued, there is a science to an increase, as the rates support the budget. Discussion continued regarding the hiring of additional staff.

Motion:

No motion was made.

Agenda Item #2: Facilities Manager Update

Discussion:

A. Discussion of Asset Management Program

Patrick Hickey said he would be screen sharing. He began by showing a contract for GHD for work to implement ESRI's web-based GIS platform, which would enable Oak Bluffs to map assets (grinder pumps, manholes etc.). He continued, it is best used at installation when a trench is open and you can mark the GPS coordinates (GIS satellite image). GHD was able to take data from our blueprints and make estimates. It essentially keeps track of equipment, their age, service dates, etc. It will help to get funding to replace equipment.

The commission asked the cost to which Patrick Hickey replied \$8,000 to create, \$1,500 annually for the subscription and \$110 - \$700 annually for user accounts.

Cassandra Bowler said she would like to see a demo, however liked it in concept. Patrick Hickey said he would request one and that we wouldn't start this for a while. Gail Barmakian added we should not begin using this until the expansion happens and do it in conjunction.

Gail Barmakian asked if we could skip to the discussion on the Comprehensive Wastewater Management Plan (CWMP) See E. below.

B. Discussion of Recently Completed Projects (Skip)

C. Discussion of Mileage Reimbursement (Skip)

D. Update on MVP Project

Patrick Hickey said we need to hold a public meeting to present the MVP (Municipal Vulnerability Preparedness) grant program plan as part of the grant requirements, as well as translate the documents to Portuguese. Patrick Hickey said there are two options.



Town of Oak Bluffs
WASTEWATER DEPARTMENT
17 Pennsylvania Avenue
P.O. Box 1526
Oak Bluffs, Ma. 02557
Phone 508-693-0343 Fax 508-696-6035

E. Update on CWMP

Patrick Hickey began the discussion by bringing up a google map and explained the current plan is to sewer closest to the plant. Also, he said to keep in mind that we are putting a PRB (Permeable Reactive Barrier) at the Sailing Camp. Gail Barmakian explained this will cover a large region where a lot of nitrogen will be captured and since it is close to the plant it will be less expensive because the line doesn't need to go out as far. It is concentrated development. Patrick Hickey added the pump station would be at the Sailing Camp and showed the sewered areas and I.A. (Innovative Alternatives) system areas. Gail Barmakian said we are sewer Lagoon Pond and there are a certain amount of homes in the watershed between 800-1100 that will need to put in I.A. systems. She continued regarding her understanding of the state regulations and tax write offs as a result of the I.A. system requirements. Discussion continued regarding I.A. Systems.

Patrick Hickey and Gail Barmakian confirmed we will need to present the plan to the Board of Health and they need to agree on it. Also, we are thinking of having a joint meeting with the Select Board and Planning Board. Gail Barmakian explained that the plan does not need to go before the public to be approved, as they will vote on it at town meeting through the ballot. After the plan is presented to the boards, the plan will ultimately need to be approved by the Wastewater Commission and the Select Board for state purposes. The Board of Health is considered a co-sponsor. Then, it will go to the state/DEP (Department of Environmental Protection) for approval. The goal is to have these meetings by the end of June.

Discussion continued regarding I.A. systems and alternatives to I.A. systems, such as composting toilets. Patrick Hickey said he would ask the Board of Health about more alternatives.

F. Update on Facility Upgrade

Patrick Hickey updated the commission on the CWMP construction phase. He said we have submitted to the state a request for a 4 month extension to October 31, 2023. Gail Barmakian explained it is due to the CWMP not being approved yet. GHD hopes to provide an update on June 1, 2023.

Cassandra Bowler asked about hiring staff, as it will be needed. Patrick Hickey responded that now that the summer position was approved he can start advertising, although it is for a non-licensed person. Discussion continued regarding where to post for a position.

G. Rules and Regulations Discussion (Skip)

Agenda Item #3: Commissioner's Update



Town of Oak Bluffs
WASTEWATER DEPARTMENT
17 Pennsylvania Avenue
P.O. Box 1526
Oak Bluffs, Ma. 02557
Phone 508-693-0343 Fax 508-696-6035

Discussion:

No Commissioner's Update

Motion:

The motion to adjourn the meeting was made by Bill Alwardt. The motion was seconded by Gail Barmakian.

Roll Call Vote:

All commissioners voted to approve the motion.

Cassandra Bowler -Aye

Bill Alwardt -Aye

Gail Barmakian-Aye

Meeting was adjourned at 4:49pm.