

TOWN OF WAYLAND - TOWN CLERK'S OFFICE

NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law

NAME OF BOARD/COMM: Wayland Wastewater Management District Commission

FILED By: Jane Capasso

DATE OF MEETING: Wednesday, 13 July 2016

TIME OF MEETING: 7:30 PM

PLACE OF MEETING: Wayland Town Building

PROPOSED AGENDA

Note: Items may not be discussed in the order listed or at the specific time. Times are approximate.

- 7:30 1. Call to order
- 7:31 2. Public comment
- 7:35 3. Discussion with Mark Abrahams concerning contract to provide validation of long-term betterment finances and Balance Sheet and Income Statement for operations
- 8:35 4. Discussion of draft revision of WWMDC Rules and Regulations, specifically the modification of section on connections and alterations.
- 9:05 5. Further discussion of what to do with 820 gpd of design flow, including potential meetings with Board of Selectmen, including the status of payments and land transfer for the 380 gpd unused by Wayland Commons.
- 9:35 6. Approve minutes from previous meetings - May 18, 2016.
- 9:45 7. NPDES Permit renewal, OARS monitoring, and other monitoring
- 9:50 8. Pay Bills, Monthly budget update, year-to-date finances and signing monthly commitments. Update on collection of \$3,590.42 from Brendon Homes for the reserved capacity for the 42 Lillian Way units.
- 9:55 9. Discussion of producing a report as an opening to incorporating WWMDC administration into the DPW.
- 1) CONDITION OF INFRASTRUCTURE – WWTP AND COLLECTION SYSTEM
 - 2) STATUS OF PERMIT, ALLOCATIONS
 - 3) UPDATE OF RULES AND REGULATIONS
 - See draft of revised Rules and Regulations. Important topics are
 - requiring users to Connection Permits,
 - role of a Director,
 - process of changing design flow
 - types of design flow and
 - interaction with other Town Departments
 - Report from Fred on visit to BoS on 13 June 2016
 - 4) REVIEW OF WHITEWATER CONTRACT AGAINST BENCHMARKS FOR OPTIMAL MAINTENANCE OF PLANT AND COLLECTION SYSTEM – EMERGENCY RESPONSE, I&I
 - 5) ORGANIZATION – ADMIN / CUSTOMER SERVICE / INSPECTIONS AND OPERATIONS / TRANSITIONAL ORGANIZATION
 - 6) FINANCE – PROCESS FOR SETTING USER FEES, STATUS OF BETTERMENTS
 - 7) SPECIAL ACT – ARE AMENDMENTS REQUIRED?
 - a. SYSTEM EXPANSION
 - b. ORGANIZATION AND MANAGEMENT – WWMDC – BOPW RELATIONSHIP ?

- 10:00 10. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.
- 10:10 11. Website status: Recent postings and organization. Chair notes a request to organize the site better.
- 10:11 12. Calendar: upcoming meetings and events, including hearings.
- 10:11 13. Public Comment
- 10:12 14. Adjourn