

**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, 15 Feb 2017

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. Following 12 Dec 2016 joint meeting with BoS, continued discussion of agreement between Wayland Commons and Town on transfer of excess land and associated 380 gpd design flow left over from Wayland Commons project. Payment or forgiveness of the previous charges for design flow will be discussed with Town Counsel. Agreement has to be signed by all parties. Motion needed for WWMDC approval of the agreement. The agreement with the BoS includes assignment of 380 gpd plus another 440 gpd already available to the 5 Concord Road (current Library) and, in return, payment of a PILOB of \$56,000 to the WWMDC from the BoS. Chair's suggested net steps are:

1. A discussion with Town Counsel on Wayland Meadows paying the operations/betterment payments from the parcel and excess 380 gpd or to declare it uncollectible. Sam informed Wayland Meadows that they will have to pay the \$18,000 outstanding charges. Nan is checking with Town counsel to see if this can be done.
2. Get Conservation Commission approval to accept parcel.
3. Complete and sign the agreement between WWMDC, Wayland Commons (exact title?), and the BoS. All parties need to sign.
4. Transfer \$56,000 from some fund in the Town (free cash?) to WWMDC retained earnings acct. This effectively pays the Library's betterment with the PILOB part of \$53,600.
5. Update the worksheet for betterments by added \$53,600.
6. Keep \$2,400 as designated for Library payment for FY2017 for the 820 gpd (380+440) design flow, which the Library now owns.
7. Make sure that the FY2018 Library budget includes operations payment for the 820 gpd.
8. Update the billing spreadsheet for operations by adding a line for the Library starting in FY2017 with 0 gpd flow until they are connected. Until then, they pay only for 820 gpd design flow as operational charge.

8:00 4. Update on the Capital Project list for the Treatment Plant: Jane spoke to Ben Keefe, and he will start investigating what items are open and have the appropriate person start working on them. Jane asked for a monthly update for our Board Meeting.

8:05 5. Change in Use Requests:

109 Andrew Ave, Space 203, Dr. Goldman

1. Request for 500 gpd of design flow for a new concierge, two doctor practice.
2. Town Center design flow will need to be shifted from an unused, never developed space to accommodate the practice. What is National Development's plan to do this?
3. BOH comment on Title V regulations allowing for a lower amount of design flow for a concierge practice? WW Board to discuss.

297-317 Boston Post Road – Fresh Market

1. BOH application to be sent to WW. The application will be compared to the motion WW made at the December 7, 2016 Board Meeting.

8:20 6. Continued discussion of draft revision of WWMDC Rules and Regulations, specifically the modification of section on connections and alterations. This is an on-going discussion that may continue, but we are nearing agreement.

8:40 7. Approve minutes from previous meetings –11 Jan 2017.

8:45 8. Prepare for rate hearing scheduled for 1 Mar 2017. Review the February, 2017 year-to-date budget to possibly set new rates for FY2017 third and fourth quarter. Review the FY2018 budget and the rates to support it. The FY18 Budget was posted on the website.

8:55 9. Pay Bills, monthly budget update, year-to-date finances and monthly commitments.

9:15 10. Administrative Items

1. 233 Boston Post Road – Old Betterment account paid in full. Board to sign letter.
2. Town Center Capacity – Summary spreadsheet.
3. Solar Panels for the Treatment Plant.
4. Treatment Plant – Three items to be addressed as well as who is responsible for payment (WW or Facilities) and can these items be expensed through the punch list.
5. Emergency Plan for the Treatment Plant – Dave Boucher's comments from WhiteWater. How to proceed?
6. Reverse 911 Call – Will there ever be a need for WW to send out a reverse 911 call? Jane's update from the Wayland Police.

9:40 11. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.

9:41 12. Website status: recent postings and organization.

9:42 13. Calendar: upcoming meetings and events, including hearings.

9:47 14. Public Comment

9:50 15. Adjourn