

WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION

MEETING OF 9 May 2012

MINUTES

In attendance: Fred Knight, David Schofield, Bill Prendergast
Absent: Sam Potter
Guests: Woody Baston, Anette Lewis, Linda Segal
Location of meeting: Planning Office ,Wayland Town Building

Fred Knight called the meeting to order at 7:35 PM.

- 7:35 1. Public comment
- Linda Segal is audio recording the meeting.
 - Woody Baston asked about the surcharge amounts.
 - Woody Baston asked about comments on page 7 of the court filing concerning 2004 minutes.
 - Anette asked about court document filings.
 - Anette asked about billing for various financial filings.
 - Anette asked whether types of funding of the TB leaching field had been considered.
 - Linda agrees with Anette's comments on funding of the TB leaching field.
 - Linda asks about effects of increased water use in the future and how the WWMDC will respond.
- 7:52 2. Update on construction and transition to new WWTF
- Copy Ian's report and my questions. See attachment.
 - Finances: Munis report differs from Ian's reported amt spent.
 - Fred forgot to bring the invoices that John Moynihan sent him this afternoon. No action on these, but the WWMDC plans to approve them at next meeting.
- 8:15 3. Update on inspections: letter to State Road Auto Body
- David says he will draft some details on what State Road Auto Body needs to do. Then we can send the letter.
- 8:18 4. Solving the excess flow problem
- David will discuss with inspector about completing inspections.
 - Still no explanation of increased flow, which continues

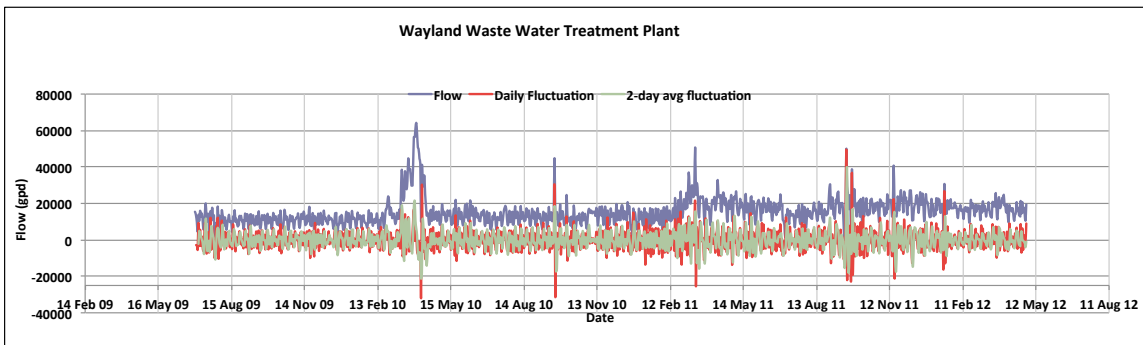
- based on current reports. The plot shows the last three years of reported flow.
- David wonders about calibration of the flow meter(s) at the WWTP? These can be checked. Fred will ask Whitewater. Note added after meeting: John Moynihan had the meter checked to verify good calibration in March, 2012. There has been no significant change in readings since the calibration check.
- 8:31 5. Dudley Pond area for June meeting
- Bill comments that the WWMDC considered Dudley Pond in ~2004. David and Fred were not involved at that time.
- 8:33 6. Approval of minutes
- Motion to approve by David, second Fred, vote 2-0.
- 8:37 7. Financial Report
- Balance as of \$622,545 as of end of April, 2012, compared with \$809,230 as of 12 April 2011.
 - Desire to get reports in electronic format to add to minutes. Bill will check on this.
 - Bill found an invoice in the WWMDC mail box in the TB from Mark Lanza for services, assumed to be related to litigation. Linda comments that further explanation of billing hours was common when she served on the Board of Selectmen. No action.
- 8:42 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- Old Collins Market, at 21 Cochituate Road, now an office building wants to connect, which is their privilege because they have always been members of the WWMD.
 - Woody's comments: on many aspects, see notes attached
- 9:02 9. Public comment
- None
- 9:03 10. Adjourn
- David moves to adjourn, second Fred, vote 2-0.

Respectfully submitted,
Fred Knight

Distribution:

Fred Knight,
David Schofield,
Sam Potter,
Board of Selectmen,
Web site,
File

Item 4: Plot of flow



Item 8: Woody Baston's notes on connecting to the WWMD system
WWMDC Hookup Check List

1. The property owner and the WWMDC need to decide on the location for the connection to the sewer system. This is important to the property owner as it will affect the placement of his grinder pump as well as the plumbing and electrical work that will need to be done within the property owner's structure.
2. It is the property owner's responsibility to purchase the equipment; the grinder pump and the tank.
 - a. There are two choices, an exterior location or an interior location.
 - b. The pump and the tank are different for each location. The exterior tank and pump are longer and thinner while the interior equipment is shorter and wider.
 - c. When purchasing the equipment, it would be wise for the property owner to inquire as to a service arrangement since the equipment will need to be serviced from time to time.
3. The property owner will need to engage the services of an excavation contractor. A trench will need to be dug from the WWMDC hookup to the structure for the pipe and if the tank and pump are to be located outside, an area will need to be excavated into which the tank can be placed.
4. The excavation contractor will be needed, in most cases, to disable, fill in, or remove the old septic system.

Wayland WWMDC Minutes---DRAFT

5. The property owner will need a plumber to reroute the waste pipe from its current outflow to the tank whether it is an interior or an exterior tank. The flow to the tanks will need to be a gravity flow. The flow from the tank to the WWMDC connection does not need to be a gravity flow as the grinder pump will push the waste from the tank into the system.
6. The property owner will need an electrician to hard wire the grinder pump.
7. The property owner will need to secure all appropriate permits.

Item 2: Ian Catlow's email message before the meeting, Fred's questions, and Ian's replies. See next pages.



fred knight <fred.knightway@gmail.com>

agenda for next wednesday's WWMDc meeting

Ian B. Catlow <IBCatlow@tigebond.com>

Wed, May 9, 2012 at 2:41 PM

To: "fred@knightway.org" <fred@knightway.org>

Cc: William Prendergast <billp26@hotmail.com>, Sam Potter <Mako71wt@gmail.com>, "Schofield, David" <dschof@verizon.net>, "Moynihan. John" <jmoynihan@wayland.ma.us>, Mark Lanza <mjlanza@comcast.net>, "Turkington, Frederic" <fturkington@wayland.ma.us>, "DiPietro, Michael" <mdipietro@wayland.ma.us>

Responses below...

From: Fred Knight <fred@knightway.org> [mailto:fred.knightway@gmail.com]**Sent:** Wednesday, May 09, 2012 2:28 PM**To:** Ian B. Catlow**Cc:** William Prendergast; Sam Potter; Schofield, David; Moynihan. John; Mark Lanza; Turkington, Frederic; DiPietro, Michael**Subject:** [SPAM] Re: agenda for next wednesday's WWMDc meeting**Importance:** Low

Ian,

Thanks for the update. I appreciate it. A few points.

1. There is no invoice that we have seen from Waterline. Have you and John approved the \$83k+ for payment. I do not even know if we will have a quorum (2) for tonight's meeting. **[IBC]** I forwarded to John earlier today so I suspect that he is still reviewing the pay req.
2. How much more time, after electricity and gas are connected, is needed to get the new WWTF running? **[IBC]** I suspect that we need 4-6 weeks after gas installation to complete plant startup and testing. During switchover from old WWTP to new WWTF, how much time is needed? **[IBC]** Once we start taking flow from the existing plant we should be essentially up and running. I would expect a few bumps in the road during the first month or so as instrumentation and equipment are optimized by most of these plants are typically meeting permit within a week or so. Who will orchestrate this switchover? **[IBC]** We can coordinate with your operator closer to the time. Please advise on your schedule to select a new operator if the current operator's contract expires soon.
3. Is there an obligation by the town to keep Waterline able to move forward? Are there deadlines related to the gas and electric utilities to respond? **[IBC]** There is some language in the contract that essentially says that the contractor controls the site and the schedule. If this is not the case then the contractor could make a claim to the owner for costs associated with a delay that is out of his control. The amount of money that he could ask for is based on his costs to carry bonds, insurance, and other construction facilities (trailer, temp electrical service, etc.). Waterline has not made a claim in this regard yet.
4. Have you heard anything from DEP? **[IBC]** No, but I'll try to check in with them in the next day or so.

5. Can we call you tonight? Number? **[IBC]** I'm available after 8 at 508-735-0065.

Thanks,
Fred

On Wed, May 9, 2012 at 10:28 AM, Ian B. Catlow <IBCatlow@tighebond.com> wrote:

Fred, et. al.:

Here's some updates on the project:

- New Outfall Update – Over the last month or so we received final approval from the Army Corps of Engineers to complete the outfall work within the river bank. The directional drilling work under Route 20 and into the river was subsequently completed without incident. We are now waiting on Waterline and their subcontractor to complete the outfall pipe between stations 2+50 and 8+00 (550 LF +/-). This work is anticipated to be complete within the next couple weeks but Waterline could not provide a specific date. All wetland permits were in hand prior to execution of this work and we are continuing with our ongoing compliance efforts that support these permits (ie. weekly inspections of control measures, reporting, etc.)
- WWTP Update – All work at the WWTP has been suspended pending installation of the gas and electrical service connections. Waterline does not want to start the plant without gas service because it runs the heating system and we agree with this approach. They are also holding off on all site work until these new buried utilities can be installed at the site. Once the utilities are installed, Waterline will finish the remaining grading, landscaping, paving, and painting work at the site. The utility connections are in limbo due to Twenty Wayland's failure to finalize agreements with NSTAR and Nat Grid. Details on both services follow:
 - Nat Grid Gas Service – We have furnished utility layout plans to TW in accordance with the land swap agreement and Frank is now responsible for executing an access agreement with Nat Grid which confirms our easement status. Once he sends this authorization to Nat Grid we have been told that it will be about two weeks until they can install the new gas line. John and I have been asking Frank to sign this agreement with Nat Grid several times a week for over a month now. Frank has said he will sign it, but has not delivered. I left him another voice mail today and asked Sarkis Sarkisian to remind him during a meeting that they have scheduled for today. Hopefully this will cause some action.
 - NSTAR Electric Service – We have coordinated our electric service location with NSTAR and TW however this service connection is also tied up with Frank. TW believes that the size of their service connection is somewhat increased by the need to provide capacity for the WWTP. Frank had previously stated that he would estimate this added cost by looking into the specific cost of conduits and conductors along "B Street". The ball is in his court to provide this cost estimate and he will not be authorizing NSTAR to proceed until we have agreement on this. As above, we have been asking for this cost sharing arrangement pretty regularly but have not received a response.

- Old Outfall and WWTP Demolition – All demolition activities are on hold pending resolution of the utility issues summarized above and the subsequent startup of the new WWTP.
- Pump Station #3 – Over the last month we observed the installation of the Pump Station #3 wet well structure and portions of the force main. Leak testing was successfully performed on the wet well several weeks ago and the force main was pressure tested late yesterday. We are still waiting on test results for the force main. We have not been notified of sewer collection system installation or testing for TW's gravity sewers at this point in time.
- Project Finances – This month Waterline invoiced the WWMDC for \$83,125.00. This fee is almost entirely associated with the outfall work performed this month. This brings the project total spent to date to \$3,747,699.79, or 89% complete. The remaining fee is sufficient to complete the outstanding items outlined above.

Please let me know if there are any follow up questions to this summary.

-Ian

From: Fred Knight <fred@knightway.org> [<mailto:fred.knightway@gmail.com>]

Sent: Wednesday, May 09, 2012 6:17 AM

To: Ian B. Catlow

Cc: William Prendergast; Sam Potter; Schofield, David; Moynihan. John; Mark Lanza; Turkington, Frederic; DiPietro, Michael

Subject: Re: agenda for next wednesday's WWMDC meeting

Ian,

A combination of materials sent to the WWMDC on the status and near-term future of the WWTF and a call tonight might suffice. I am in the office except for 10:30-1pm today.

I would appreciate knowing where we stand on completion of the construction, testing, the outfall, pump station #3 and its connections both input and output, the decommissioning of the old pipe to the wetlands, the utilities, the switchover to the new WWTF, and the demolition of the old WWTP.

I would also like to have an accounting of our finances, but I presume others need to handle that. I would like to know where we stand with your charges though.

Thanks,
Fred

On Wed, May 9, 2012 at 5:26 AM, Ian B. Catlow <IBCatlow@tighebond.com> wrote:

Fred,

It appears that I'm double booked tonight and I was wondering if we could catch up by phone ahead of the meeting in lieu of my attendance. Alternately, I might be able to have somebody cover for me. Please let me know if a call is acceptable and when we could talk.

Sorry for the late notice on this.

Ian

On May 4, 2012, at 4:26 PM, "Fred Knight <fred@knightway.org<<mailto:fred@knightway.org>>>" <fred.knightway@gmail.com<<mailto:fred.knightway@gmail.com>>> wrote:

Ian,

Thanks. I will assume that you will come armed with information!

Cheers,

Fred

On Fri, May 4, 2012 at 2:55 PM, Ian B. Catlow <IBCatlow@tighebond.com<<mailto:IBCatlow@tighebond.com>>> > wrote:

I should be able to make it.

-Ian

From: Fred Knight <fred@knightway.org<<mailto:fred@knightway.org>>> [mailto:fred.knightway@gmail.com<<mailto:fred.knightway@gmail.com>>]

Sent: Friday, May 04, 2012 1:33 PM

To: Moynihan. John

Cc: Wbillp80@aol.com<<mailto:Wbillp80@aol.com>>; Ian B. Catlow; Sam Potter; Schofield, David

Subject: Re: agenda for next wednesday's WWMDC meeting

John,

Is there any way that you can attend ours for a period to report on the WWTF status? I have not heard from Ian. Are there not bills to be paid? I think that 20-30 minutes would be sufficient. We can arrange the agenda to accommodate you if that helps.

Thanks,

Fred

On Fri, May 4, 2012 at 11:09 AM, Moynihan. John <jmoynihan@wayland.ma.us<<mailto:jmoynihan@wayland.ma.us>>> wrote:

Fred, I already have a meeting scheduled that night that I must attend.

John

From: Fred Knight <fred@knightway.org<<mailto:fred@knightway.org>>> [mailto:fred.knightway@gmail.com<<mailto:fred.knightway@gmail.com>>]

Sent: Friday, May 04, 2012 10:37 AM

To: Wbillp80@aol.com<<mailto:Wbillp80@aol.com>>; Moynihan. John; Ian B. Catlow

Cc: Sam Potter; Schofield, David

Subject: agenda for next wednesday's WWMDC meeting

John and Ian,

WWMDC will meet next Wednesday, 9 May 2012. Since we are approaching the time when the new WWTF will be in test and then coming on line, I would like a report on where we are and where we are going. Can you attend the meeting and provide status, schedule, and information? Thanks.

Bill,

Here's my list of topics. Any more?

Thanks,
Fred

--

Fred Knight, fred@knightway.org<<mailto:fred@knightway.org>>, 508 358 0834<<tel:508%20358%200834>>

--

Fred Knight, fred@knightway.org<<mailto:fred@knightway.org>>, 508 358 0834<<tel:508%20358%200834>>

--

Fred Knight, fred@knightway.org<<mailto:fred@knightway.org>>, 508 358 0834

--

Fred Knight, fred@knightway.org, 508 358 0834

--

Fred Knight, fred@knightway.org, 508 358 0834