

WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION

MEETING OF 07 Aug 2012

MINUTES

In attendance: Fred Knight, Sam Potter, Bill Prendergast

Absent:

Guests: Woody Baston, Linda Segal, Ian Catlow, John Moynihan, Anette Lewis after 8:10

Location of meeting: Selectmen's Room, Wayland Town Building

Fred Knight called the meeting to order at 7:36 PM.

7:36 1. Public comment

- Woody on MOA with Wayland Commons wonders to what extent they can expand beyond their current 7200 gpd total capacity allowed. Linda recalls a proposal to build to the north and possibly switch parts dumping into the WWTP. John says they are building north of the entrance road.

7:46 2. Update on construction and transition to new WWTF

- Ian reports few changes from last meeting in July.
- Electrical conduit comes from Rte 20 via NStar connection along A Street; could be ready in one month. Paving from Rte 27 is completed. Fire Department has named the roads; 183 Elisa Ave is the WWTF.
- Gas easements have cleared legal; now awaiting install--- 6 to 8 weeks. Buried gas line through pipe laid under B Street =Elisa Ave. Presume gas by end of September; it is needed only for heating.
- Possible (but doubtful) clear-water test in 1 week as initial testing of the new WWTF with DEP witnessing. Ian thinks that his might be premature given the gas situation. System checkout is needed before clear-water test is completed.
- WWMDC should also determine new operating contract operator before clear-water test.
- Still need permanent power to pump station #3.
- Attention needs to be given to switchover method from

- old WWTP to new WWTF.
 - May 2012 requisition from Waterline, through 31 May 2012: \$28,961.70 Motion to approve by Potter, second by Knight, vote 2-0. (See attached cover sheet.)
 - June 2012 requisition from Waterline, through 30 June 2012: \$93,558.82. Motion to approve by Potter, second by Knight, vote 2-0. (See attached cover sheet.)
 - Suggestion from John Moynihan for an amendment to Tighe & Bond's contract to shift funding from SRF application part of the contract to contract administration part of the contract. We will consider this at the next meeting.
- 8:15 3. New contract for operation
- 12 Jul 2012 walkthrough of plants for potential bidders was held. John did not need to answer any questions in writing to all bidders.
 - Two proposals received by the 26 Jul 2012 deadline: Weston and Sampson (operator of WHS plant) and Whitewater (current WWTP operator).
 - Proposal to interview both candidates on 5:30 and 6:00 on Tuesday, 14 Aug 2012. Questions to be submitted from Ian Catlow. Qualifications to be judged based on an evaluation sheet. Then review cost bids.
 - Need coordination of old and new operators (in case there is a change) at the time of switchover.
- 8:51 4. Solving the excess flow problem: old and new information
- Chair presented a final draft letter, which needs to be sent via certified mail. Chair will call State Road Auto Body before the letter is sent.
- 8:57 5. Billing issues
- Discussion of water usage; winter water usage from Water Dept. Some of the Wayland Commons properties are using over 50% of their allocations. Fred to compute new billing information for Bill.
- 9:10 6. Approval of minutes
- Motion to approve minutes by Sam Potter, 2nd from Chair, vote 2-0.
- 9:12 7. Financial report
- Bank balance as of 13 July 2012 is \$548,577.

- Unpaid invoices total about \$360k.
 - Balance on 11 Jan 2012 was \$945,329.
 - FY2012 close-out shows \$58,470 less income than expenses. The difference between income (\$302,704) and expenses (\$560,764) is ~\$200,000 more, which our ATM budget showed to be paid from retained earnings.
- 9:22 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 9:22 9. WWMDC composition: new member needed
- No action
- 9:24 10. Calendar: upcoming meetings and events
- 14 Aug 2012 meeting to interview operator applicants
 - Sep 2012 date uncertain; Sam to check with EDC
- 9:28 11. Public comment
- Woody mentions that the deadline for the transition to the new WWTF is soon (1 Sep 2012?). Does the WWMDC need to contact DEP?
 - Anette wonders about who will sign the operating contract for the renewal.
- 9:34 12. Executive session to discuss litigation
- See motion below
 - Roll call vote to exit executive session
- 9:42 13. If needed, open session in case action results from executive session
- None
- 9:42 14. Adjourn
- Potter moves, Knight seconds, vote 2-0.

Respectfully submitted,
Fred Knight

MOTION TO GO INTO EXECUTIVE SESSION

MOVER: I move that the Wastewater Management District Commission enter into executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a)(3) to discuss strategy with respect to litigation between Twenty Wayland, LLC and the Commission and / or the Town of

Wayland over sewer use charges, if an open meeting may have a detrimental effect on the bargaining or litigating position of the Town.

CHAIR: Is there a second to the motion to enter into executive session?

The Chair declares that discussion of strategy with respect to pending litigation between Twenty Wayland, LLC and the Commission and / or the Town of Wayland over sewer use charges as stated in open session of the Commission on May 19, 2011 in an open meeting may have a detrimental effect on the litigating position of the Town.

CHAIR: Roll call vote. Mr. Potter. Aye. Chair votes aye. Motion passes .

CHAIR: The Board invites Executive Director Bill Prendergast to attend to record minutes of the discussion. The Board will return to open session for the sole purpose of adjourning.

Attachments: invoices moved to be paid

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