

# WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION

MEETING OF JANUARY 11, 2012

## MINUTES

In attendance: Fred Knight, David Schofield, Sam Potter, Bill Prendergast

Guests: Anette Lewis, Wayland resident

Cherry Karlson, FinCom

Linda Segal, Wayland Resident

Location of meeting: Wayland Town Building

Chairman Fred Knight called the meeting to order at 7:30 PM.

7:30 1. Public comment, none, Linda recording meeting

7:35 2. FY2013 budget with Cherry Karlson, and hearing on next year's budget for 8 Feb 2012

Discussion of budget with Cherry Karlson

- Question of whether \$175k is too little on income side; fudge is use of retained earnings
- Verified the new debt interest and principal
- Question of whether old debt is calculated properly
- Possible disagreement between MUNIS and our sheet: line item of \$15k

7:57 3. Construction update and approval of invoices:

- Construction is 65% complete.
- Waterline has not paid for temporary electric service, permanent electric service submitted to NStar \$5,600 due from Waterline, coordination mtg electricity primary route will just be to edge of our property, so utilize it ultimately when installed by 20W
- Gas service needed to heat new WWTP. We tell Nat'l Grid what we need; they decide how to give us what we need.
- Invoice #2: T&B hydrological study: \$5,310, through 2011-11-26, Schofield move; Potter seconds; vote 3-0, approved
- Invoice #1: T&B professional services, new construction, through \$12,705.50 2011-10-30 through 2011-11-26 \$209,054 of the total \$339,200 Potter moves; Schofield

- second; vote 3-0, approved
  - Invoice #3: Waterline invoice #10, through 2011-11-30, reviewed by John and Ian, \$204,327.23 \$4.136M; balance \$1.035M Discussion: warranty 1 year from substantial completion. Schofield moves; Potter second; vote 3-0, approved
- 8:16 4. Letter to DEP: conservation measures and excess flow;
- Knight will put draft on the web site,
  - Mark Lanza to review before sending
- 8:19 5. Capacity increase, leaching field (Town Building); we will include appendix of Ian's update in the minutes
- 8:20 6. Flow meter input from Wayland Commons,
- Cooperation from Giblin for pump specification. Whitewater to start monitoring.
- Preparation for inspections during the week of 23-27 January 2012
- Discussed draft report form, written by Schofield
  - There are interested vendors.
  - Schofield to pursue and select a vendor.
  - Price needs to be under \$10k.
- 8:34 7. Discussion and approval of any ATM articles;
- none
- 8:35 8. Approval of minutes from previous meetings, if any
- 2011-12-21: "building fitouts" replace "water permits" in last paragraph on first page
  - Knight moves; Potter seconds; vote 3-0, approved
- 8:40 9. Financial report, if any; none
- 8:41 10. Calendar: upcoming meetings
- Regular meeting: 2012-02-08,
  - invite Ian Catlow from T&B,
  - includes budget hearing to discuss and make final approval of budget
- 8:43 11. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any,
- none
- 8:43 12. Public comment
- Anette Lewis: all costs need to be included in WWMDC, including John Moynihan's time, She suggests a current

year transfer and within budget in the future

- Linda Segal: suggestion that notion for John Moynihan's time be discussed with BofS before ATM warrant is finalized

8:54 13. If needed, executive session to discuss litigation,

- none

8:54 14. Adjourn

- Schofield moves, Potter seconds; vote 3-0, approved

On the return to open meeting, the meeting adjourned at 8:54 PM.

Respectfully submitted,

Fred Knight

Distribution:

Fred Knight

David Schofield

Sam Potter

Board of Selectmen

File

On Wed, Jan 11, 2012 at 4:18 PM, Ian B. Catlow

<[IBCatlow@tighebond.com](mailto:IBCatlow@tighebond.com)<mailto:[IBCatlow@tighebond.com](mailto:IBCatlow@tighebond.com)>> wrote:

Fred, et. al.:

On Monday and Tuesday of this week T&B staff oversaw the development of eight borings at the Town Offices site. All borings were developed as monitoring wells. Five of these borings are located at the north end of the soccer field, while the remaining three are located to the east of the baseball diamond, surrounding the existing septic system leachfield.

Our geologist has not finished writing up his boring logs yet, but I can offer the following generalized observations:

- Groundwater Depth – Groundwater was typically encountered approximately 5 ft below ground surface (BGS) during drilling. This is similar to observations made during our prior test pit work at the site.
- Overburden Depth – Across the site we encountered up to 10 feet +/- of sand and gravel overburden which was underlain by a sandy silt layer that we previously

encountered in our test pit work. Using the drill rig, we probed this sandy silt layer at several locations and confirmed that its depth exceeds 4-6 ft. We opted not to go deeper than this because we believe that this layer is acting as a relatively impermeable barrier to vertical groundwater movement. If our borings had shown the silt layer to be less than 2-4 feet in thickness, with additional coarse grained deposits beneath, then we would have advanced deeper borings on the idea that the silty material could perhaps be removed to improve infiltration capacity at the site. Since the silt layer exceeds 4 feet at all of the sites where we evaluated it, we concluded that deeper explorations would not yield higher discharge capacities in a cost effective manner.

The above observations are in line with expectations given the previous test pit excavation work at the site. Over the next week we intend to perform the following additional steps to confirm viability and/or develop a capacity estimate:

- Develop Wells – We will be pumping the installed wells to remove installation related sediments and then confirming stabilized groundwater depths.
- In-situ conductivity Testing – We will be performing in-well hydraulic conductivity testing to determine how quickly groundwater moves through the aquifer, and ultimately how much of a groundwater mound would be generated by a new groundwater discharge at the site.
- Groundwater Mounding Estimate – Once we have analyzed the hydraulic conductivity data obtained through well testing and other means, we will develop an estimate of the groundwater mound generated by the discharge. This will define soil import requirements for a mounded system and allow us to estimate system costs.
- DEP Coordination – Concurrent with these efforts we are trying to keep DEP apprised of our progress so that they understand the conditions that we have encountered. We will be seeking, at a minimum, their informal buy in on any design concept before we recommend it to the Town.

Feel free to email me with additional questions as they come up and I will continue to provide informational updates as we learn more from the field program.

-Ian

# WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION

MEETING OF FEBRUARY 8, 2012

## MINUTES

In attendance: Fred Knight, David Schofield, Sam Potter, Bill Prendergast  
Guests: Anette Lewis, Wayland resident, Woody Baston, Wayland Resident, John Moynihan, Buildings Director, Ian Catlow, T&B  
Location of meeting: Wayland Town Building

Chairman Fred Knight called the meeting to order at 7:30 PM.

- 7:30 1. Hearing on next year's budget
- Slides; see web site
  - Anette Lewis comment: rates need to be specified. (I said they are the same as last year)
- 7:50 2. Public comment
- Anette Lewis: all charges for WWMDC work done by public officials need to be paid by WWMDC
- 8:05 3. Construction update and approval of invoices
- Invoices from Waterline:
    - Change order #1 \$67,647.99, list of items to be attached, 1.6% of total job, comes out of contingency, i.e., the funds are available
    - Invoice #12: \$329,258.39, all approved by Ian and John
  - Construction is 85% complete.
  - Discussion of review of the change orders
  - Motion to approve change orders: Sam moves, David seconds, vote:3-0
  - Motion to approve invoice #12: David moves, Sam seconds, vote: 3-0
  - Update from Ian on Construction: (see attached pictures)
    - 900' of outfall pipe installed, 6" diameter. From Conservation Commission, idea to reuse existing outfall pipe for 20W, but 20W does not want this

due to potential contamination issues from under existing pipe (36" diameter) WWMD thinks that leaving pipe is okay, so there needs to be a credit for Waterline contract, another change order.

- Interior and odor-control piping, fine screens and associated piping, Sludge and equalization pumps and piping
- Interior and exterior stairways, odor control system, RAS/WAS (Return and Waste Activated Sludge) pumps and piping, permeate pumps and piping
- UV disinfection system and piping, membrane chemical cleaning process piping, heating systems installation, HVAC/Air Handling unit installation
- Need gas hook-up from National Grid. Route is from Rt 27 on easement from Land Swap. If the gas is not available within a month, there could be a construction delay.
- Temporary electric to be installed in next month
- Start-up contingent on gas and electricity connections.

- 9:40 4. Letter to DEP: conservation measures and excess flow
- Still need to have Town Counsel review, then submit
- 8:30 5. Capacity increase, leaching field (Town Building), update from T&B
- Two Town office discharge locations, see map attached
  - Site A on soccer field, east end, south of TB, impermeous silt layer starts ~10' below grade, in general drainage from the soccer field area flows on top of silt layer to river (west). Two costly (load cell and dewatering) discussed but not to be implemented, discussion with DEP (Chris Stevens, hydrologist)
  - Site B south, location of current leaching field, idea would be to put TB on the WWMD system and use the area for leaching field, ~15000 gpd with new leaching field in same area, discussion about enlarging the field to get more capacity. Desire is to get 17,000 gpd to make up for the perceived shortfall from 20W, 45,000-

28,000 gpd.

- Site C (new) north or NW from new WWTP, have to understand impact of being in Zone II (near Baldwin Pond wells). DEP wants two criteria: outside 2-year travel time to well, outside zone of contribution of the well (tributary to well under severe pumping conditions) See information on Wellhead Protection plan that indicates that capture zone for Baldwin extends only southern part of Cow Common. More options need discussion. Conservation Commission has possible restrictions.
- Motion to approve remainder of contract with T&B provided positive agreement from Town Counsel and concurrence of chair. Estimate: \$3500. (David moves, Sam seconds, vote: 3-0)
- Final topic of letter from Ian to 20W on utility coordination issues. Peat Moss encountered in laying new outfall pipe. Peat Moss above depth of outfall pipe. Request from 20W issue a blanket certification of no contamination due to our laying the outfall pipe. Letter written from Ian to 20W to deny issuing a certification. Discussion about whether WWMDC should have been involved here.

9:40 6. Inspections and flow meter readings from Wayland Commons

- Butler, Roger Millet, 25 properties inspected, 5 not inspected, no discovery of reconfigurations of plumbing, report includes two problems
  - Public Safety building has floor drains connected, evidence for continued flooding in basement
  - State Road Auto Body has a leaky pump container and water is flowing into sewer from it.
- David to contact 5 other users to convince them they need to let the inspector enter.
- Motion to pay Butler for initial inspections: \$40 x 25 users + \$20 x 5 users = \$1100. (David moves, Sam seconds, vote: 3-0)
- Motion to have State Road Auto Body repair system via letter from WWMDC. They need to fix the leak and

- send receipt, or else turn off access to WWMD (Sam moves, David seconds, vote: 3-0)
  - Motion to have chair discuss remedies for Public Safety Building floor drains disconnected from WWMD.
- 10:00 7. Approval of minutes from previous meetings
- 11 Jan 2012 approved (Sam moves, David seconds, vote: 3-0)
- 10:05 8. Financial report, if any.
- None
- 10:05 9. Calendar: upcoming meetings
- March monthly, 14 Mar 2012
- 10:05 10. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any
- None
- 10:05 11. Public comment
- None
- 10:05 12. If needed, executive session to discuss litigation
- None
- 10:06 13. Adjourn
- Motion (Sam moves, David seconds, vote: 3-0)

Respectfully submitted,  
Fred Knight

Distribution:  
Fred Knight  
David Schofield  
Sam Potter  
Board of Selectmen  
File



**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF MARCH 14, 2012**

**MINUTES**

In attendance: Fred Knight, David Schofield, Sam Potter, Bill Prendergast  
Guests: Anette Lewis, Wayland resident, Woody Baston, Wayland Resident, John Moynihan, Buildings Director  
Location of meeting: Large Hearing Room, Wayland Town Building

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

- 7:36 1. Public comment
- Woody: Is the Public Safety drain necessarily attached to sanitary sewer? Do we need a floor drain? Discussion about what is needed. Discussion about capping the PS floor drain. What is impact? Two floor drains (mechanical room and sprinkler system). Is there a non-permanent capping option?
  - Woody: Wayland Pizza new store in Grafton; might close Wayland Pizza---a possibility.
  - John: FEMA/MEMA grant application to alleviate marsh behind the Library using a drainage system starting behind the library, then under 27 to south of The Depot, and then under Rt 20 to west of the Town Building.
- 7:55 2. Construction and approval of invoices: an invoice from Tighe and Bond for services related to the site evaluation and Hydro study (\$16,000) of the field area next to the Town Building. Do we want to charge this off as a project related cost or pay for it out of retained earnings or a operating line item?
- Construction update from Ian (see attachment). Meeting on gas service and telephone; resolution soon.
  - Invoice from Waterline #13, \$247,932.61. Total of 87%. Retainage still \$73k. Balance to finish ~\$642k plus retainage. Motion to authorize payment (made by Sam, David second, 3-0)
- 8:08 3. Letter to DEP: conservation measures and excess flow

- No action

8:09 4. Capacity increase, leaching field (Town Building), update from John Moynihan.

- T&B have prepared a permit application. Before the meeting, Sam requested and obtained a paper copy of the application filled out by T&B that would be submitted to DEP. No other copy was available. DEP fee is \$9,200 to review the application.
- Discussion of what is contained in the permit application. WWMDC feeling that wording needs to be less definitive.
- Is there a need to include the owner, the Town of Wayland, in the permit application?
- Further discussion about what to do. Possibilities include informal discussion between T&B and DEP, 20W intentions about lawsuit, T&B plan, leaching field cost, cost to run pipe from WWTP to field, cost to connect TB to WWMD.
- David's comments that we still need to complete the inspections and determine the source(s) of the excess flow since spring 2010. David volunteers to work with Roger Maillot. Motion to authorize up to a total of \$4999, including the \$1100 already paid, to complete all investigations of excess flow (made by Sam, David second, vote 3-0)
- Need complete plans from T&B before filing permit.
- Motion to wait for T&B plans to be completed, have WWMDC discussion, and then have discussion with Board of Selectmen concerning all issues related to proposed new leaching field at the TB (made by Sam, David second, vote 3-0)
- Motion to require that we review the permit to DEP for the leaching field before it is submitted. (made by Fred, Sam, second, vote 3-0)
- Motion to pay, pending approval to spend from FY2012 budget, an invoice from Tighe and Bond for services related to the site evaluation and Hydro study, \$16,000, of the field area next to the Town Building (made by

Wayland WWMDC Minutes

- Fred, Sam second, vote 3-0)
  - Anette: Do we need a current year transfer at ATM to pay for this study by T&B? Fred to check with Mike DiPietro.
- 9:00 5. Inspections for 20 Wayland construction
  - Good engineering practice recommends hiring professional services to inspect pump station #3 and connection to plant.
  - Suggestion to use T&B or Taylor and Howard. Both firms under current engineering contracts. John to contact Fred Turkington.
- 9:10 6. Flow meter readings from Wayland Commons
  - No update
- 9:11 7. Further discussion of capping floor drains in Public Safety Building
  - Motion to have Facilities Director consider legally capping drains in the Public Safety Building and to cap them if legal (made by Sam, David second, vote 3-0)
- 9:19 8. Financial report, if any.
  - Bank account as of 9 Mar 2012: \$638,420.57, decrease due to loan payment of \$328,463.44, first of 20 payments on the \$5M bond.
  - Capital report on WWTP construction; balance of \$1,135,819.59 on \$5.4M borrowed.
- 9:28 9. Approval of minutes from previous meetings, if any
  - Approved 8 Feb 2012 (made by David, Fred second, vote 2-0, Sam absent temporarily)
- 9:29 10. Calendar: upcoming meetings
  - Selectmen joint meeting, TBD
  - Next WWMDC will be before BoS joint meeting
- 9:29 11. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any
  - None
- 9:29 12. Public comment
  - Anette: Discuss with T&B the Permit Application.
- 9:36 13. If needed, executive session to discuss litigation
  - None
- 9:36 14. Adjourn
  - Fred, Sam second, vote 3-0.

Respectfully submitted,  
Fred Knight

Distribution:  
Fred Knight  
David Schofield  
Sam Potter  
Board of Selectmen  
File

Attachment from Ian Catlow, T&B, email:

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**Ian B. Catlow <IBCatlow@tigebond.com>** **Wed, Mar 14, 2012 at 4:17 PM**  
To: "fred@knightway.org" <fred@knightway.org>, "Wbillp80@aol.com" <Wbillp80@aol.com>, "Schofield, David" <dschof@verizon.net>, Sam Potter <Mako71wt@gmail.com>, "Moynihan, John" <jmoynihan@wayland.ma.us>, Mark Lanza <mjlanza@comcast.net>  
Cc: "Turkington, Frederic" <fturkington@wayland.ma.us>, "Fay, Tom" <Tfay@bsctrialattorneys.com>

Fred:

Sorry I'm getting a response over so close to the meeting but I've provided a brief update on open issues below.

**Construction Progress:**

Over the last month Waterline has completed nearly all of the mechanical work inside the WWTP building, including the following notable systems:

- Fire Suppression – Sprinkler heads and piping have been installed throughout the facility.
- Temporary Electric – The plant now has a temporary electrical service installed that is adequate to startup and run the facility. Ultimately we will transition to a permanent service when Twenty Wayland installs the new electrical service to their site.
- Mechanical Systems – Waterline has completed piping work on all process equipment within the building and they had Ovivo (their process equipment vendor) on site Tuesday to perform a pre-startup check out of equipment. The vendor will be producing a list of items for Waterline to complete before we can initiate wet testing of the equipment. T&B has begun punch list generation for Waterline to address and we expect to continue this process over the next 2-3 weeks.

## Wayland WWMDC Minutes

- Outfall – Roughly 800 linear feet of the new outfall has been completed between the new WWTP and the 100 ft wetland buffer near route 20. Waterline was waiting on Conservation Commission approval to work within this area as well as a state highway access permit. They now have both items and plan to complete trench excavation and directional drilling under route 20 within the next 2-3 weeks.

Significant items that still need to be completed at the plant include:

- Startup Testing – Nearly all systems at the plant still require electrical startup and wet testing. We expect that this will occur once the new outfall is complete and a gas service is installed to the plant.
- Painting – There is still a significant amount of painting that must be completed both inside and outside of the plant. The painter has been waiting for good weather to complete this work and I suspect it will be done over the next month.
- Site Work – Finished grading, paving and landscaping still need to be completed at the site, and by contract the paving portion can not be completed until at least May 1<sup>st</sup> due to temperature concerns. I would expect the bulk of this work to be completed in late April/May.
- Utility Services – We are still waiting on gas and telephone service connections to the plant. At the last meeting I reported that we were waiting on Twenty Wayland to authorize our access to easements. Today, we met with Frank Dougherty to coordinate these issues and it appears that we have a path forward. I will be resolving some minor conflicts between our telephone and gas conduits while he plans to evaluate some beneficial electrical alignment changes. I'm optimistic that these will be resolved in the next week and we will be able to schedule service connections.

### **Groundwater Discharge Permitting**

Based on the Commission's direction at the last meeting, we have been working to complete the groundwater discharge permit application for a 17,000 gpd system at the Town offices. Our work is nearly complete and we are presently only waiting on some groundwater quality data to complete the report. I expect this data by Monday at the latest and we hope to submit the application by the middle of next week. John has an application form for the Commission to either sign or authorize him to sign this evening.

Please feel free to email me with questions or call if the need arises.

# Wayland WWMDC Minutes

-lan

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 22 MARCH 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast  
Guests: Woody Baston, Wayland Resident, John Moynihan,  
Facilities Director, Ian Catlow, Tighe & Bond  
Location of meeting: Selectmen's Room , Wayland Town Building

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

7:35 1. Public comment  
None

7:35 2. Discussion of permit application

- Draft permit application (see [http://www.wayland.ma.us/Pages/WaylandMA\\_BComm/Wastewater/Documents/2012-03-22-MeetingDocuments/](http://www.wayland.ma.us/Pages/WaylandMA_BComm/Wastewater/Documents/2012-03-22-MeetingDocuments/))
- Who is applying: Town of Wayland or WWMDC or both?
- Who should sign the application, depending on who is applying?
- Go over the draft application.
- Significant uncertainty about ramifications of approving the application.
- Questions include (at least)
  - Who is applying for the permit: Town/BOS or WWMDC or both?
  - What is the WWMDC obligated to fund given this permit application?
  - If we are required to build this leaching field, who will pay for it and how will it be funded?
  - Does funding it require TM vote? Does this depend on whether borrowing is required?
  - What are the legal steps that are to be taken wrt the 20W suit?
- Too many unresolved questions to sign permit or agree to sign tonight.
- No printed copy of the permit in final form available.

Wayland WWMDC Minutes

8:45 3. Adjourn

Respectfully submitted,  
Fred Knight

Distribution:  
Fred Knight  
David Schofield  
Sam Potter  
Board of Selectmen  
File



**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 28 MARCH 2012**

**MINUTES**

In attendance: David Schofield, Fred Knight by phone, Sam Potter,  
Bill Prendergast

Guests:

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

David Schofield called the meeting to order at 8:35 PM.

- 8:30 1. Public comment
- None
- 8:35 2. Executive session to discuss litigation
- Discussion of options for BoS
- 8:50 4. The Selectmen join executive session
- DEP meeting report from Mark Lanza
  - Options concerning funding of main and field
  - Selectmen outside of room
  - Motion to authorize David or Fred to sign agreement for settlement and application permit to DEP.
- 10:45 5. Adjourn

Respectfully submitted,  
Fred Knight

Distribution:  
Fred Knight  
David Schofield  
Sam Potter  
Board of Selectmen  
File

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 18 April 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast  
Absent: David Schofield  
Guests: Woody Baston, Anette Lewis, Mark Lanza for items 6 and 8  
Location of meeting: Selectmen's Room , Wayland Town Building

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

7:35 1. Public comment

- Woody Baston pointed out wiring in front of his house, toward his house from the sidewalk. He showed photos of the backhoe discovering the wiring, 13 Apr 2000.
- Woody Baston pointed out that \$400k in inspection funds may be available for 20W development
- Anette asked about the source of payment for the TB leaching field engineering and reiterated her concern about paying out of the construction account. The risk is that the Town may need to cover the expenses.
- Woody Baston asked about the surcharge.

7:45 2. Alternative leaching fields and Signing of permit application

- Approval to sign permit was given previously. Agreement between chair of Board of Selectmen and chair of WWMDC that the following stipulations are valid:
  1. That no interactions between the Town of Wayland and DEP on waste water matters will occur in the future without first having consultation and obtaining concurrence with the WWMDC chair, absent routine or housekeeping matters. This includes both initiation of correspondence and responses. We make this request to make sure that WWMDC knows about and agrees with DEP interactions from now on.
  2. That no borrowing obligation to the WWMDC occur or be contemplated without the consent of the

WWMDC.

3. That no monies, except in emergency situations, be spent that will be charged to the WWMDC unless the WWMDC has approved them.
- 7:50 3. Update on inspections.
- No update on inspections because of David Schofield's absence.
  - Motion to amend previous motion for fines due to excess flow by stating that a period of 45 days be allowed before the fine is assessed. Moved by Sam, second by Fred, vote 2-0.
- 7:55 4. Approval of minutes
- Motion to approve without changes the minutes of the last meetings on 2012-01-11, 2012-02-08, 2012-03-14, 2012-03-22, 2012-03-28. Sam moves, Fred seconds, vote 2-0.
- 8:00 5. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 8:24 6. Report on legal proceedings
- Mark Lanza summarizes the suit against the Town by 20W. Summary judgement hearing occurred; opposition was presented. Expectation that the judge will read material from both sides. Four counts: sewer capacity, refund of previous fees,
- 8:05 7. Public comment
- Anette commented on the need to clarify T&B contract conditions.
- 8:30 8. Executive session to discuss litigation
- **MOTION TO GO INTO EXECUTIVE SESSION**
  - **MOVER (Sam):** 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 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 potential 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 2-0.
  - CHAIR: The Board invites Mark Lanza, Town Counsel, to attend and 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 in approximately 30 minutes.
  - Motion to exit executive session. Fred moves, Sam seconds, vote 2-0.
- 9:15 9. Open session in case action results from executive session
- No action based on executive session.
- 9:20 10. Adjourn
- Motion. Sam moves. Fred seconds, vote 2-0.

Respectfully submitted,  
Fred Knight

Distribution:  
Fred Knight  
David Schofield  
Sam Potter  
Board of Selectmen  
File

Executive session minutes:

1. Discussion of payment for the TB leaching field engineering
2. Discussion of litigation

**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

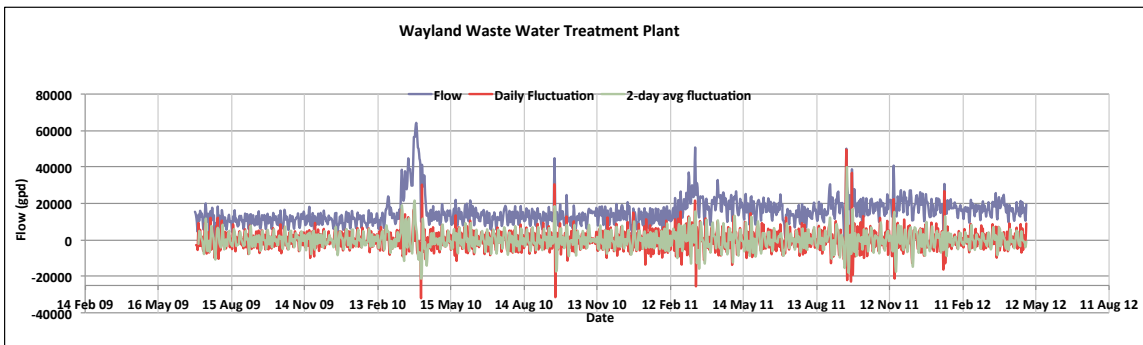
- based on current reports. The plot shows the last three years of reported flow.
- David wonders about calibration of the flow meter(s) at the WWTP? These can be checked. Fred will ask Whitewater. Note added after meeting: John Moynihan had the meter checked to verify good calibration in March, 2012. 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,  
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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 &lt;fred.knightway@gmail.com&gt;

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## agenda for next wednesday's WWMDc meeting

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Ian B. Catlow &lt;IBCatlow@tigebond.com&gt;

Wed, May 9, 2012 at 2:41 PM

To: "fred@knightway.org" &lt;fred@knightway.org&gt;

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

Responses below...

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**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](mailto: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

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**From:** Fred Knight <[fred@knightway.org](mailto: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](mailto: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)<mailto:fred@knightway.org>>" <[fred.knightway@gmail.com](mailto: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)<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.org>> [mailto:[fred.knightway@gmail.com](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)<mailto:[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)<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.org>> [mailto:[fred.knightway@gmail.com](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)<<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)<<mailto:fred@knightway.org>>, 508 358 0834<<tel:508%20358%200834>>

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

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Fred Knight, [fred@knightway.org](mailto:fred@knightway.org)<<mailto:fred@knightway.org>>, 508 358 0834

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Fred Knight, [fred@knightway.org](mailto:fred@knightway.org), 508 358 0834

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Fred Knight, [fred@knightway.org](mailto:fred@knightway.org), 508 358 0834

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 13 June 2012**

**MINUTES**

In attendance: Fred Knight, David Schofield, Sam Potter, Bill Prendergast

Absent:

Guests: Woody Baston, Anette Lewis, Mike Lowery, Bob Goldsmith

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

Fred Knight called the meeting to order at 7:33 PM.

7:35 1. Public comment

- Woody says that Sarkis wants money to help WWTF leaching field at TB. He is appearing before Historic District Commission for sidewalk from depot to new entrance to Town Center. Need to rebuild culvert under road (\$75k) and complete sidewalk. Grant application to be made for a range of projects..
- Woody: How will 45,000 gpd for Town Center be allocated among businesses?
- Anette: Does Town Center need a permit? She thinks yes.
- Woody: Has there been any Public Safety Building action to plug floor drains?
- Woody: Any action on utilities for Town Center? Ian says no; more details below.

7:45 2. Update on construction and transition to new WWTF

- Ian's update on utilities. Estimate 3-4 weeks to connect electricity. Gas access is more problematic. No easement permission for gas line from 20W. Complication is that multiple parcels require multiple easements while agreement states one parcel. After this is resolved, 8 weeks before gas company (Ngrid) will start work. Need gas for heating in cold weather.
- Plant remains a month away from completion, requiring electricity, but not gas until cold weather, to start up.

- Construction bid includes \$30k for gas connection. If temporary propane connection, might exceed this amount. Note that we are pproaching deadline (Sep 2012) to implement new DEP permit.
  - Motion to have Sam explore means of getting new WWTF completed before the DEP permit deadline. Fred moves, David seconds, passes 3-0.
  - See slides on outfall installation. Completed directional drilling under Rte 20. Completed trenching and run of pipe back to the new WWTF
  - Commissioning new plant will occur, even using the temporary electricity. Budgeted money in this year's budget for this.
  - John Moynihan wants to push forward with WWTF completion. Sam will be helping to get easement issues ironed out.
- 8:15 3. Waste water issues in Dudley Pond area, from Mike Lowery and Bob Goldsmith
- Referring to Chap 461, the legislative act that created WWMD, WWMDC is charged with WW management for entire town.
  - Report on Dudley Pond; see report and slides on the web site. Desire to reduce Phophorus and Nitrogen input. Aggregated septic systems, shared by residences, might be helpful, especially on the east side of the Pond.
  - Attempt to quantify contributions to phosphorus load from septic systems. Scoring using weights.
  - Desire to reduce input of nitrogen and phophorus by adding special systems, reducing flow away from Pond, and other means.
- 9:14 4. Update on inspections: letter to State Road Auto Body
- David reports on inspections; reports given to Bill Prendergast.
  - David will send summary spreadsheet to Fred.
- 9:15 5. Solving the excess flow problem
- Nothing new here
- 9:33 6. Approval of minutes
- Motion to approve minutes of 9 May 2012 by David, second Sam, vote 3-0.

- 9:37 7. Financial Report and billing issues
- Balance as of \$579,283 as of end of 31 May 2012, compared with \$809,230 as of 12 April 2011.
  - 20W has not paid for 3 quarters; with interest 20W \$151,512
  - \$801,369 remains from \$5.4M borrowing.
  - Motion to pay outstanding construction bills of ~\$83,000 assuming chair agrees. Motion David, second Sam, vote 3-0
- 9:40 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 9:42 9. WWMDC composition
- David leaving at the end of June 2012. No new member yet.
- 9:43 10. Calendar: upcoming meetings and events
- Expected mtg on 11 Jul 2012
  - DEP permit must be finalized in Sep 2012
- 9:45 11. Public comment
- Anette: should say what litigation is for in reason for executive session (added below)
- 9:48 12. Executive session to discuss litigation with respect to 20W.
- Sam Potter: 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 if an open meeting may have a detrimental effect on the bargaining or litigating position of the Town and the Commission with Twenty Wayland, LLC.
  - CHAIR: Is there a second to the motion to enter into executive session? Schofield: I second the motion.
  - The Chair declares that discussion of strategy with respect to pending potential 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. Schofield. Aye. Mr.



Wayland WWMDC Minutes

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.
- Role call vote to exit executive session: Mr. Schofield. Aye. Mr. Potter. Aye. Chair votes aye. Motion passes.

10:14 13. Adjourn

Respectfully submitted,  
Fred Knight

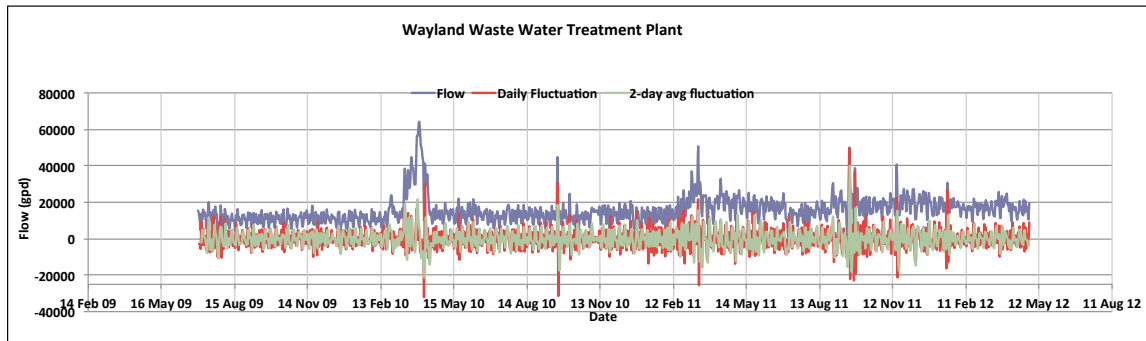
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Fred Knight,  
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File

Item 2: Construction update. See 2012-06-13-ConstructionUpdate.

Item 3: Dudley Pond discussion. See report and charts.

Item 5: Plot of flow



**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 11 July 2012**

**DRAFT MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast

Absent:

Guests: Woody Baston, Molly Upton, Ryan Pavlica

Location of meeting: Senior Center, Wayland Town Building

Fred Knight called the meeting to order at 7:33 PM.

- 7:33 1. Public comment
- Molly Upton made comments on Wayland Commons, as presented at the Selectmen's Meeting on 9 July 2012
- 7:40 2. Update on construction and transition to new WWTF
- Ryan Pavlica, T&B resident engineer
  - Contractor doing painting and outfall work (flow dissipation structure)
  - Ovivo did a survey of their MBR system, so contractor is now responding to Ovivo comments
  - Utility work on site: electricity, telephone, and optical fiber.
  - Gas installation still not done. All easements signed. National Grid is working on legal issues.
  - Ovivo is scheduled to return and begin startup on 31 July 2012.
  - Finances: \$4.1M original contract. \$68k change order. Expect final accounting to be near \$4.3M. Details to be given at next meeting.
- 7:57 3. New contract for operation
- 12 Jul 2012 walkthrough of plants for potential bidders
  - 26 Jul 2012 bids are due
- 8:00 4. Solving the excess flow problem: old and new information
- Chair still needs to send a letter to State Road Auto BODy
- 8:03 5. Billing issues
- Discussion of water usage; need winter water usage from Water Dept.
- 8:15 6. Approval of minutes

Wayland WWMDC Minutes

- Motion to approve minutes as amended by Sam Potter, 2<sup>nd</sup> Chair, vote 2-0.
- 8:27 7. Financial report
- Bank balance as of 28 June 2012 is \$572,038.
  - Unpaid bills total about \$200k.
  - Balance one year ago was \$783,746.
  - Working on FY2012 close-out. Expect deficit due to unpaid bills from users, esp. Twenty Wayland.
- 8:30 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 8:30 9. WWMDC composition: new member needed
- No action
- 8:31 10. Calendar: upcoming meetings and events
- 8 Aug 2012 regular meeting
  - 12 Jul 2012 bidder walkthrough
  - 26 Jul 2012 bids due for operation.
- 8:32 11. Public comment
- None
- 8:35 12. Executive session to discuss litigation
- See motion below
- 8:52 13. If needed, open session in case action results from executive session
- None
- 8:52 14. Adjourn

Respectfully submitted,  
Fred Knight

Distribution:

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Sam Potter,  
Board of Selectmen,  
Web site,  
File

**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, 2<sup>nd</sup> 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

Distribution:

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**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 14 Aug 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter  
Absent: Bill Prendergast  
Guests: John Moynihan  
Location of meeting: Selectmen's Room, Wayland Town Building

Fred Knight called the meeting to order at 5:40 PM.

- 5:40 1. Public comment
- None
- 5:40 2. Interview with Weston & Sampson.
- John Bocchino, president of W & S Services
  - Peter Kolokithas, operations manager
  - Bob Poillucci, operator of the WHS plant
- 6:05 3. Interview with Whitewater
- Dave Boucher, operator of current WWTP
  - Jeremiah Murphy, operator of current WWTP
- 6:30 4. Discussion
- Whitewater had the much stronger presentation, including extensive experience with Ovivo Membrane BioReactor (MBR) plants in MA and start-up of those plants. Many more specifics were given by Whitewater, including relevant examples for working with Ovivo cooperatively to solve problems at other plants. W & S had no experience with Ovivo MBR plants. Whitewater is the obvious preferred operator based on experience with Ovivo. Also, their passion came through in working to use the most cost-effective solutions to problems with the current plant (e.g. aerator, flow monitoring, blockage removal).
  - WW Cost: ~\$43k + \$4k startup
  - WS Cost: ~\$40k + \$3k startup
  - Slightly lower cost of W&S does not outweigh our preference for Whitewater
- 6:43 5. Motion to select Whitewater as operator by Sam, second by



Wayland WWMDC Minutes

Fred, vote 2-0

- Decision is based on discussion above.

6:45 6. Motion to enable Town Administrator to enter into contract with Whitewater on behalf of WWMDC for one year of operation with up to two 1-year renewals by Sam, second Fred, vote 2-0

- John will check with Town Counsel on the appropriateness of the motion text.
- If the text is not appropriate, then there might need to be another WWMDC meeting early next week.

6:50 7. Adjourn

- Potter moves, Knight seconds, vote 2-0.

Respectfully submitted,  
Fred Knight

Distribution:

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

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 11 Sep 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast  
Absent:  
Guests: Woody Baston, Linda Segal from 7:44 to 8:15, John Moynihan from 8:11 to adjournment  
Location of meeting: Second Floor Small Conference Room, Wayland Town Building

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

- 7:35 1. Public comment
- Woody comments on potentially large flow from Russell's Garden Center. Fred reports that quarterly water usage for Russell's varies tremendously, and their input is not the cause of our higher-than-pre2010 flows.
- 7:36 2. Solving the excess flow problem: old and new information
- No comments other than the Russell's Garden Center is not the solution to the overflow problem. They are going to separate their water meters for irrigation vs. in-building use, so we will use only 100% of their in-building use in the future.
- 7:40 3. Billing issues
- Fred and Bill compute new billing information based on water from water department. Send bills soon; they are later than usual.
- 7:46 4. Approval of minutes from 2012-08-07 and 2012-08-14
- Moved by Sam, second Fred, passed 2-0.
- 7:52 5. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 7:54 6. WWMDC composition: new member needed
- No action
- 7:56 7. Calendar: upcoming meetings and events
- 2 Oct 2012, Tuesday: scheduled for next meeting since Fred will be gone on the 9 Oct 2012.

- 8:00 8. Public comment
- Linda: Are legal bills being paid? We do not know.
  - Linda: What is the status of the testing for an excess leaching field at the TB? Completed for an area near the current leaching field for the TB.
  - Woody: What is the status of the Wayland Commons septic? Can the 40B units be charged full for wastewater? Unsure; no plans to charge them differently. Where are the 40B units? Scattered in site.
- 8:11 9. Executive session to discuss litigation
- See motion below
  - Roll call vote to exit executive session
- 8:47 10. New operator from plant
- John: Contract is signed, and Whitewater is continuing to operate the plant and to move to the new WWTF.
- 8:49 11. Update on new WWTF construction
- Trying to get Waterline back to the construction site to complete testing of the WWTF and move the generator from the old WWTP to the new WWTF.
  - National Grid has not given permission to install gas lines for new WWTF. John Moynihan gave them a week to schedule the installation of the gas line. The gas line is needed for hot water at the new WWTF.
  - NStar still has not installed the transformer for permanent power. The temporary power will suffice for the start-up period, presumed to now be in mid October 2012.
- 9:23 12. If needed, open session in case action results from executive session
- None
- 9:23 13. 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 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

Distribution:

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

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 16 Oct 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast  
Absent:  
Guests: Woody Baston, John Moynihan to 8:00, Linda Segal from 7:37  
Location of meeting: Selectmen's Room, Wayland Town Building

Fred Knight called the meeting to order at 7:30 PM.

- 7:30 1. Public comment
- None
- 7:30 2. Update on construction and transition to new WWTF
- Waterline requisition #18: \$40,067.19 reviewed by Ian and John
- Motion to approve by Sam, second Fred, vote 2-0.
- Generator being moved on Thursday, temporary generator for old WWTP
  - Underground electric service installed
  - Gas line almost ready for turn on
  - Certificate for occupancy after heat turn-on and plumbing inspection
  - Schedule: seed plant on 23 Oct 2012, Ovivo on site, Scadda system on line (operational software)
  - Permission to release letter from Ian Catlow on the process for the transfer of pump station #3 to town.
  - Summary: on line by end of the next week.
  - Switch over of forced main to the pump station #3
- 7:55 3. New contract for operation
- Whitewater under new contract
  - Whitewater will work with Waterline to seed and check-out the new WWTF
- 8:00 4. Solving the excess flow problem: old and new information
- State Road Auto Body pump was repaired in Mar 2012 and verified by the Board of Health
  - Overall flow into the WWTP remains higher than

- before the 2010 flooding
  - Consider some more correlation time scales: monthly and compared to ground water elevation. Linda Segal to check about injection of water at Raytheon site
- 8:05 5. Billing issues
  - Question: when does the \$175,000 get paid from 20W to Town/ WWMDC?
- 8:15 6. Approval of minutes
  - Motion by Sam to approve, second by Fred, vote 2-0.
- 8:16 7. Reports: Financial report, annual town report, etc.
  - New WWTF balance is \$538,783. Remaining payments to Waterline are ~ \$330,000.
  - Bank balance for WWMDC \$501,019.
- 8:20 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
  - None
- 8:21 9. WWMDC composition: new member needed
  - No applicants
- 8:22 10. Calendar: upcoming meetings and events
  - Next regular meeting on Tuesday, 13 Nov 2012, normal date
- 8:23 11. Public comment
  - Linda: Can there be a tour of the new WWTF?
- 8:27 12. Executive session to discuss litigation; see below.
  - Motion per below by Sam, second by Fred, roll call vote 2-0: Sam Potter Yes, Fred Knight Yes.
  - Roll call vote to exit executive, vote 2-0: Sam Potter Yes, Fred Knight Yes.
- 8:38 13. If needed, open session in case action results from executive session
  - None
- 8:40 14 Adjourn

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

## Wayland WWMDC Minutes

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 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. The Board will return to open session for the sole purpose of adjourning in under 30 minutes.

### Attachments:

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Fred Knight,  
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**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 13 Nov 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast

Absent:

Guests: Woody Baston, John Moynihan to 8:15, Linda Segal, Anette Lewis

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

Fred Knight called the meeting to order at 7:30 PM.

7:30 1 Public comment

- Woody asks whether there has been movement for 20W to bill outstanding bills. Fred indicated that discussion had occurred, including payment of interest.
- Linda asks whether there has been further communication with the DEP concerning the proposed leaching field at the TB and whether the system will be mounded. Mounded, yes, but there was uncertainty about the height of the mound.

7:35 2. Update on construction and transition to new WWTF

- Week of 29 Oct 2012: seeding of the new WWTF with outside wastewater
- 5 Nov 2012: new piping from Wayland Commons to outside manifold at new WWTF attached
- 7 Nov 2012: tie into old sewer line via SMH#7, to Pump Station #3, to new WWTF
- Currently: new plant operating by WhiteWater
- Next week: meeting about demolition with John, WhiteWater, Waterline, and Tighe & Bond
- Motion #1: Sam move, Fred second, vote 2-0: The WWMDC accepts custody of Pump Station #3 as shown on Specification "Section 11301 - Submersible Pump Station, prepared by RJ O'Connell & Associates dated 8/26/11" because the WWMDC hereby determines that it was constructed in accordance with the specifications set forth in the Land Exchange



Agreement between the Town and Twenty Wayland, LLC dated 19 October 2011 and is now operating.

- Motion #2: move Fred, second Sam, vote 2-0: The WWMDC approves payment of \$25,000 to 20W per the Land Swap Agreement dated 19 Oct 2011 for the pump station #3, provided that 20W pays outstanding balance due to WWMDC.
- John reports that Tighe & Bond sent a letter to DEP to update the plant situation. Action: Fred will add this to the web site.
- Motion #3: Fred move, Sam second, vote 2-0: The WWMDC accepts provisions of the Land Exchange Agreement dated 19 Oct 2011 for 7.(2)(a) SMH#7 connection to Pump Station #3 and 7.(2)(c) Pump Station #3 to new WWTF, provided written approval from Town Counsel. Action: Fred to include written approval in these minutes.
- Requisition #1: Sam move, Fred second, vote 2-0: Approve billing from Waterline Industries through 30 Sep 2012 for \$52,416.25. Note: ~\$89k retainage remaining assuming ~\$370k for demolition of old WWTP.
- Requisition #2: Fred move, Sam second, vote 2-0: Approve billing from Tighe & Bond through 29 Sep 2012 for \$12,877.27. Note: ~\$50k retainage remaining, which is sufficient for demolition of old WWTP.
- John reported that he has just received a change order from Waterline Industries. The amount needs to be reviewed by John for approval at next meeting and includes revised utilities, response to new code for tamper and flow switches and heat detectors, temporary water service, lighting, and extra cost for pavement. The request is for \$47,511. If reviewed and approved, the remaining money in bonds would be small but still more than zero. A quick estimate was (4.5% of \$4.1M less ~\$100k less this request or \$37k).

8:15 3. DEP interaction and NPDES permit application

- Bill received, sometime in the last two weeks. A letter from EPA giving details of the NPDES application,

Wayland WWMDC Minutes

- which is due in June 2013. Attach this.
- DEP is requiring more engineering design for the TB leaching field. Question from Anette: Where will funds come from?
- 8:16 4. Solving the excess flow problem: old and new information
- No new information
- 8:16 5. Billing issues
- None
- 8:16 6. Approval of minutes
- Motion by Sam to approve, second by Fred, vote 2-0.
- 8:17 7. Reports: Financial report, annual town report, etc.
- Bill presented budget information (Should find a way to include it in these minutes). Balance from \$5.4M of bonds is \$539,021.86 as of 13 Nov 2012. Balance in account \$501,126.27 as of 13 Nov 2012.
- 8:20 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 8:20 9. WWMDC composition: new member needed
- No applicants
- 8:20 10. Calendar: upcoming meetings and events
- Next regular meeting on Tuesday, 11 Dec 2012, normal date
- 8:21 11. Public comment
- Sam had to go to another meeting.
  - Anette: Were the conservation measures ever posted to the web site? Fred will check on this.
  - Anette: Are there connection permits for 20W businesses and Wayland Commons condo owners? 20W businesses are not the same as an office building. DEP gives the permission to connect to a sewer; the WWMDC gives the permission to discharge. Please refer to the WWMDC regulations pp 8, 9, 11, 17.
- 8:30 12. Executive session to discuss litigation; see below.
- None
- 8:30 13. If needed, open session in case action results from executive session
- None
- 8:30 14. Adjourn

Wayland WWMDC Minutes

Respectfully submitted,  
Fred Knight

Attachments:

Distribution:

Fred Knight,  
Sam Potter,  
Board of Selectmen,  
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**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 11 Dec 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter, Bill Prendergast  
Absent:  
Guests: Anette Lewis, Ian Catlow of T&B until 8:30, Fred  
Turkington, Tom Sciacca, Mark Lanza for  
Executive Session  
Location of meeting: Large Hearing Room, Wayland Town Building

Fred Knight called the meeting to order at 7:34 PM.

- 7:34 1. Public comment
- Anette on TB leaching fields, issues of cost, land control, and removal of septic system necessitating operational charges to the Town, use of the land by WWMDC. Comments on ACO: not required by law so needs explanation in open session for fiscal impact on users. Who is WWMDC rep on FinCom? Need to have a current-year transfer at ATM for \$35k for hydro-geo study.
- 7:40 2. Update on construction and transition to new WWTF, including details on how the transition went, an explanation of the start-up activities at the new plant, and some indication of the range of data that can be available from the new plant, especially flow (Ian)
- During first week of operation (7-13 Nov 2012) went into compliance. Good.
  - Post-Thanksgiving pumping from old WWTP to empty its tanks.
  - Permanent electrical service in place, underground from Rt 27. Temporary poles still need to be removed.
  - Generator in place. Moved from old WWTP. Needed service. Need to have operator keep generator in working order; programmed test run should be part of a weekly routine.

- Seeding and plantings put in, but they may need updating in the spring.
  - Demolition being permitted and checked for asbestos testing.
  - Old outfall pipe is being removed. No existing roadways on top of outfall pipe.
  - Will the new WWTP be operating 6 months before the end of the year? Want “beneficial use” in place before the end of 2012 to allow charging betterments for FY2014. Probably need an engineering letter to this effect.
  - Pump station is working, and operators have all necessary documentation and training for maintaining it.
- 7:55 3. DEP interactions and NPDES operating permit application. There are two areas here.
- Approval of hydro-geo study from DEP on 26 Nov 2012; letter from DEP. The amount for permitting application will be on the order of \$5000, above the \$35000 already spent for the hydro-geo study.
  - Still estimating \$800k-\$900k for piping and leaching field if constructed.
  - There needs to be a draft plan for applying for the new NPDES permit. Can attack this in January 2013
- 8:10 4. Solving the excess flow problem: old and new information.
- Show plots of flow over time.
  - Ian presents a correlation of 2011 flows with ground water levels that were measured in Cochituate. Some other comments that 2010 was quite snowy before the rain-induced Spring 2010 flooding.
  - Sam thinks that he can visit other users whose systems were not inspected in January 2012, in the hope of finding the sources and thus reducing excess flows.
- 8:30 5. Billing issues
- Two billings occurred in early November for 2 quarters: Apr-Jun 2012 and Jul-Sep 2012. New bills were sent for the first time to Wayland Commons condo owners.
  - Both bills had operational charges and the second had

Wayland WWMDC Minutes

- the surcharge as well.
  - These bills were unexpected from the Wayland Commons owners. I received telephone calls asking for explanation.
  - Water is billed to the condo association. Why should we bill individual owners? Instead, we should bill the condo association. Need to check into this.
- 8:35 6. Approval of minutes
- Motion by Sam to approve, second by Fred, vote 2-0.
  - Note that the \$25,000 to be paid to 20W for pump station #3 (under Land Swap Agreement) requires that 20W is up to date on their payments. (Note after meeting: 20W argues that according to land swap agreement, we cannot hold up this payment.)
- 8:43 7. Reports: Financial report, annual town report, etc.
- Balance of \$596,455.83 after \$113,146.79 paid very recently by 20W
  - Draft budget has significant errors. Need budget hearing in January. How much in advance do we need a legal notice?
- 8:49 8. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- None
- 8:50 9. WWMDC composition; third member needed
- No candidates
- 8:55 10. Calendar: upcoming meetings and events
- Next regular meeting on Tuesday, 8 Jan 2013, normal date; unless we have to delay due to having a hearing for setting rates.
- 8:56 11. Advertisement for new Executive (or Assistant) to WWMDC
- Advertisement on Town Web site
  - 1 interested person so far
  - Leave open for another month
- 9:00 12. Public comment
- Anette says that Wayland Commons needs a permit under our regulations.
- 9:05 13. Executive session on litigation; see motion below. This deals with the impact of the ACO on litigation.
- 10:05 14. Open session and any action resulting from executive session

Wayland WWMDC Minutes

- None

10:05 15. Adjourn

Respectfully submitted,  
Fred Knight

Attachments:

Financial information: account balance and construction balance  
Charts shown at meeting

Distribution:

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

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 14 Dec 2012**

**MINUTES**

In attendance: Fred Knight, Sam Potter  
Absent:  
Guests: Anette Lewis, Molly Upton, Woody Baston, John Moynihan, Ian Catlow  
Location of meeting: Selectmen's Room, Wayland Town Building

Fred Knight called the meeting to order at 8:35 AM.

- 8:37 1. Public comment
- Anette: Why are we using BRP WP 81 rather than BRP WP 85? Ans: Ian says DEP says this is the one they want.
  - Woody: What are the capacities to be used in calculating betterments? Discussion follows. Woody wants the total capacity to be understood.
- 8:45 2. Discuss and approve BRP WP 81 – General Permit for Small Wastewater Treatment Facility Wayland, Massachusetts.
- Introduction: This application to MassDEP is part of our initiative to get the remaining allocation permitted for 20W. The MassDEP granted them a permit for their 45000 gpd in two phases. The first is for 28000 gpd and is allocated to businesses and condos in the first phase of the development at the Town Center. The second, totaling 17000 gpd, is to be approved when the WWMDC satisfies MassDEP that the entire aggregate capacity for all users of the WWMDC can be disposed of. This application is for a ground water discharge on the property near the Town Building to supplement the surface water discharge to the Sudbury River.
  - Discussion about the contents of the application. Suggestions from Fred on changing some wording.
  - Motion by Sam: WWMDC authorizes the WWMDC chair to sign the ground water discharge permit once Town Counsel has reviewed the document and provided



any changes are reviewed by Town Counsel. Second by Fred, vote 2-0.

- 8:54 3. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any.
- Discussion of WWMDC needing to approve piping to and from Pump Station #3
  - Fred to issue a letter to 20W, as moved in the November 2012 WWMDC monthly meeting.
- 9:02 4. Public comment
- Molly: Is there a plan to add meters on users? How will betterments be charged? Ans: Meters are not planned due to cost (Est \$2000/user), but we are considering temporary meters in some locations.
  - Woody: How will flows from Wayland Commons and 20W be monitored? Ans: Wayland Commons pumping station run time and 20W water meters.
  - Anette: Who are parties in ACO? Ans: ACO is being negotiated. Will there be a refined cost estimate for construction of forced main and leaching field? Ans: Piping cost and construction of the leaching field are estimated to be in the range \$800k to \$900k. Who controls the land where leaching field will be placed? Where are the funds coming from to pay for the leaching field?
  - Woody: Does estimated cost of leaching field include repaving? Ans: Estimated cost includes restoration of roadway and sidewalk.
  - Ian: For grinder pumps in the outside, there could be influx of ground water from the gravity feed from the house into the E-1 (container for grinder pump) or leak in the E-1. For inside grinder pumps, there could be sump pump dumping into wastewater system.
  - Anette: Has 20W been shown our water conservation restrictions?
  - Ian: Maybe confirm this with water department inspections. Coordinate with John Moynihan.
- 9:27 5. Adjourn

Respectfully submitted,

Wayland WWMDC Minutes

Fred Knight

Attachments:

To be attached

Distribution:

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