

WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION

MEETING OF 30 June 2014

MINUTES

In attendance: Fred Knight, Sam Potter, Rick Greene, Cindy Cincotta

Absent:

Guests: Woody Baston, Anette Lewis, Linda Segal

Location of meeting: Senior Center, Wayland Town Building

Fred Knight called the open meeting to order at 8:55 PM after Executive Session from 6:45-8:50 PM.

- 8:55 5. Pay Bills
- We have reached our budget FY2014 limit of expenses and we have to prioritize bills based on our remaining budget.
 - National Grid \$78.81 bill was approved.
- 8:59 6. Approval of minutes for 2014; 5-14, 5- 21, 5-27, 5-29, 6-2, 6-16 & 6-23
- Table minutes
- 9:00 7. Discussion of billing status, water meter reads and budgets
- We are up to date in billing. We are ready to bill fiscal year 2014, Q4.
 - Actual meter readings are being done today and tomorrow.
 - Meter readings are now being done quarterly. We will be receiveing the water readings, but using winter water for fiscal year 2014.
 - Fiscal year 2014, Q4 bills are already calculated and will be dated the first week of July and due in 30 days.
- 9:05 8. Discussion of abatement procedure
- Guidelines for abatements discussed.
 - Numbers will be added to guidelines, so that we can relate to each items.
 - All prior bill items discussed. Title V capacity used. On bullet #3 – Capacity disputed denied without hearing was discussed.
 - Post document in three places; instructions, appplication and guidelines.
 - Response to letter of abatements need to be reviewed by Town Counsel, Mark Lanza, before mailing responses.
- 9:10 9. Outstanding Abatements/Administrative Adjustments to prior bills
- Rick Greene read one of the form letters for abatement request.
 - Sam said they are trying to make this appealable in MGL laws. Two separate avenues of appeals. One is the the appellate tax board.

Wayland WWMDC Minutes

- 9:15 10. Discussion of betterment procedure
- What portion of construction cost to cover with betterment (between 0 and 100%)? Since we are down to \$5 million principal balance outstanding, due to surcharges previously charged over the last three years there was a vote to assess the betterment at five million. All voted in favor, 3-0.
 - How to apportion the betterment. There are three options permissible by law.
 - Apportionment can be applied:
 1. On a per unit basis
 2. On a frontage basis
 3. Special Act based on capacity of winter usage.
 - The only reasonable is capacity of design capacity, aka design flow. Based on total aggregate as defined by title V. The total design capacity is 69,145, minus the Town of Wayland capacity.
 - Sam will submit for the record a three page decision for acceptance and post on the website. This is a narrative which puts forth our rationale for doing our apportionment. This is a position paper. It takes into account all the discussions over the past several months and comes to a conclusion on what is taking place.
 - A motion to accept the pro-rata decision document was accepted in a 3-0 vote.
- 9:20 11. Authorize John Moynihan to contract with Tighe & Bond to produce "as-built" drawings for the new WWTF. Estimate 7-10 days work and under \$10k.
- The work is needed for the land transfer between Twenty Wayland and the Town.
 - We have contracted this with the contractor that built the plant and they have not done the punch list items. Therefore, we are going to use the remaining funds from the amounts already borrowed. The amount will not exceed \$10K and will be paid out of already borrowed money that has been allocated.
 - One of the items on the punch list is grass.
 - There are other items on that need to be reviewed. We can bring the punch list to the next meeting and get deadlines.
 - The landscaping needs to be done in the fall.
 - Cindy will contact the operator, Scott Grenier and tell him to cut the weeds at the Wastewater Treatment facility plant.
 - Review punch list on future agenda.
- 9:25 12. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.
- None.
- 9:26 13. Calendar: upcoming meetings and events, including hearings.

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- Meeting on July 15th or 16th.

9:27 14. Public Comment

- Anette: Asks about instruction and procedural manuals for the WWTFP. Answer: we do have manuals located at the plant.
- Discussion that we are going to pay less than what we have outstanding with Waterline. We have not paid all of their bills. We are allowed to do the punch list items and we know from Town Counsel we do not need to go through the bonding company.
- Linda Segal: Asks why did the WWMDC and Waterline end up in dispute. Answer: They have shown no interest in completing the punch list.
- Linda: Asks was this the same company that built the plant for the High School? Answer: Fred believes Wesson and Sampson is the company for Wayland High School.

9:45 15. Adjourn

Respectfully submitted,
Cindy Cincotta

Distribution:

Fred Knight,
Sam Potter,
Rick Greene,
Cindy Cincotta,
Board of Selectmen,
Web site,
File