

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION**

**MEETING OF 8 October 2014**

**MINUTES**

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

Absent:

Guests: Brian Callow, Leslie Stern, Linda Segal

Location of meeting: School Committee , Wayland Town Building

Fred Knight called the meeting to order at 7:00 PM.

- 7:00 1. Call to order
- 7:00 2. Public comment
- None
- 7:10 3. Discussion of betterment collections and investments. Rockland Trust Investment Strategy Presentation
- Sam stated we need to develop an investment strategy. Do we want Mark Lanza to look at the investment strategy?
  - Given a more reasonable calculation we would like Rockland to make a suggestion once we determine a reasonable cash flow. We need to update the cash flow over the next twenty years.
  - Fred stated we need to get our financial picture over twenty years rock solid before we make a decision on how to invest the betterment collection funds
- 7:35 4. Review and possible approval of the FY2014 Annual Report
- Rick Greene read through the report
  - Motion made to approve as amended
  - We need to post on website
- 7:40 5. Discussion of billing status, potential VADAR billing modification, water meter reads, and budgets
- We will manually input bills this quarter FY2015 Quarter 1. July-September.
  - The budget spreadsheet was reviewed and approved to be done on a monthly basis

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- 7:45 6. Pay bills
- |                       |                             |
|-----------------------|-----------------------------|
| National Grid         | \$51.42                     |
| National Grid         | \$14.38                     |
| South Shore Generator | \$404.90                    |
| Verizon               | \$112.29                    |
| Verizon               | \$50.94                     |
| WhiteWater            | \$2,400.64(hold)            |
| WhiteWater            | \$2,220.00                  |
| Mark Lanza            | \$1,277.93                  |
| WhiteWater(contract)  | \$3,981.21                  |
| NSTAR                 | \$2950.21                   |
| NSTAR                 | \$113.77                    |
| Tighe & Bond          | \$123.30 (no)               |
| Tighe & Bond          | \$6,906.34 (no)             |
| Petty Cash            | \$32.93(separate signature) |
| DiNicola              | \$3,819.31                  |
| Bateman               | \$241.61                    |
- Total approved October Bills **\$15,237.97**
- We are not paying Tighe & Bond and we are not paying part of the WhiteWater invoice #70014321 \$2,400.64
  - Motion to pay approved with exception of Tighe & Bond and WhiteWater

- 7:50 7. Approval of open session minutes; 8/11/2014, 8/18/2014 and 9/10/2014
- 8/18/14 already approved in prior meeting
  - 8/11/14 approve with potential modifications
  - 9/10/14 table
  - Motion to approve

- 7:55 8. Discussion of Inflow and infiltration report and noise mitigation proposals for upcoming grant proposals for the Sewer Rate Relief fund and State Bond Issue.
- Sewer Rate Relief Fund approval needs to be submitted by October 11, 2014
  - Discussion to mitigate the noise based on the quote
  - Move to contact John Moynahan to use construction costs to mitigate the noise . Motion passed 3-0.

- 8:00 9. Discussion of repairs to Public Safety Building
- Skip over this item
  - 9:26

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- 8:10 10. Punch list items for WWTF: discussion and status, including as-built drawings
- Skip over this item
  - 9:26 As built drawings delivered & \$175k
  - Grass has not been done, must be done soon
- 8:20 11. Discussion of fixed capacity re-allocation
- Skip over this item
  - 9:27 We freed up some allocations
  - We need to discuss how to re-sell 380 gpd from unused from Wayland Commons and 440 god given back to WWMDC by Bastons
  - Would have to be allocated for a specific purpose, we can only give out design flow. Must be based on Title V capacity. In addition, the library is thinking about future possibilities.
  - Put this on the next agenda
- 8:30 12. Web site status: recent postings and organization
- Skip over this item
  - Add budget FY2016 to next November meeting
  - 9:41 Skip until next meeting
- 8:31 13. Discussion of 2015 budget guidelines with Tom Abdella, FinCom representative. Was Tom at the meeting? Need to check.
- First set of draft FY2016 budgets due October 31<sup>st</sup>, 2014
  - Variable costs need to be looked at
  - Sam volunteered to come up with a draft
  - No capital improvements for FY2015

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- 8:41 14. Preliminary discussion of eliminating the WWMDC in favor of incorporation into DPW. Go to BPW meeting for joint discussion
- Meeting at Fred's request to discuss the possibility of bringing in the WWMDC to the DPW
  - Operation is on a firm footing from a legal standpoint; Billing and paying of bills regularized.
  - BPW members raised issues, including the extra burden of the management process that was going on the DP director, unknown future, possible some legal concerns by abolishing WWMDC, and the DPW getting too large.
  - The discharge permit is 52,000 gpd of actual flow into the Sudbury River. What is the status of the permit? We applied and it has not been granted. We requested an increase from 52,000 god to 78,000 gpd. This might be granted by the EPA, but with the proviso that effluent limits of total phosphorus and nitrogen remain the same.
  - The betterment has been filed, and there is a 6-month period in order to file an abatement on the betterment.
  - With the operation of the district reaching a stable level, there is an option to reconfigure the WWMDC.
- 9:42 15. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.
- 9:43 16. Calendar: upcoming meetings and events, including hearings.
- 12 Nov 2014 monthly meeting
- 9:44 17. Public Comment
- None
- 9:44 18. Executive Session on litigation with 20Wayland and potential litigation with other users and approval of previous executive session minutes
- None
- 9:44 18. Adjourn

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