

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION
MEETING OF 1 MARCH 2017**

In Attendance: Fred Knight, Rick Greene and Jane Capasso.

Absent: Sam Potter

Guests: None

Meeting Location: 7:30 pm Wayland Town Building, Selectmen's Office

MINUTES

Note: Items may not be discussed in the order listed or at the specific time. Times are approximate.

7:37 1. Call to order

7:31 2. Public comment – None

7:35 3. Rate hearing for FY2018. FY2018 budget is available on line at http://www.wayland.ma.us/Pages/WaylandMA_BComm/Wastewater/Rate%20Hearings/FY2018%20Rate%20Hearing/. The budget estimates anticipated expenses and income. Rates are set using known aggregate design flow (77,088 gpd) and estimated water use (30,700 gpd). The WWMDC will present this approved budget and answer any questions. Hearing will include a review of details of the FY2018 budget and the rationale for the rates to support it. The FY18 Budget is posted on the website at the link above.

No users present. The FY18 Budget from September, 2016 was updated with new contract and actual expenses. The rates are based on the final FY18 Budget dated 2/15/17 and were posted on the website. Rick moved to accept: Capacity Rate \$1.94, Flow Rate \$1.21 and Penalty Rate \$3.64. Fred: Second the motion, passed 2-0 vote. Rick: Compared to the final FY17 rates: Capacity Rate \$2.79, Flow Rate \$1.97 and Penalty Rate \$5.91 this is a substantial rate reduction. In prior years Wastewater had higher costs and anticipated continued legal expenses. We are now more accurate in the budget process.

7:52 4. Update on acceptance of land and design flow from Wayland Meadows and the allocation of the design flow along with previously freed design flow to 5 Concord Road. For background, see previous meeting agendas from 15 Feb 2015 and 11 Jan 2017. First, expectations are that an agreement between the Town and Wayland Meadows will enable the transfer of land and design flow to the Town in exchange for Wayland Meadows paying back taxes and operations charges from WWMD. Second, based on Article 19 of 2016 ATM, a privilege fee of \$56,000 will be paid by the Board of Selectmen to the WWMDC to allocate the design flow to 5 Concord Road.

Fred: Nan is working with Town Counsel and the Board of Selectmen to see if the land should go directly to the Conservation Commission or whether it should be divided into several parcels. Wastewater will receive the design flow. Nan will have this added to the Selectmen's agenda. Someone from WW should attend. Jane will Alert Sam to attend. Fred: Wayland Meadows is getting a large tax write-off for donating the land.

7:57 5. Continued discussion of draft revision of WWMDC Rules and Regulations, specifically the modification of section on connections and alterations. This is an on-going discussion that may continue, but we are nearing agreement. Thank you to Rick for being the primary author on this. Fred looked at this and provided changes to Article III. One last pass to make sure all references are appropriate. Rick and Fred will do this.

Fred added an introductory paragraph to Article III. Review of Fred's changes. Rick will make changes for the next meeting.

8:03 6. Approve minutes from previous meetings: 15 Feb 2017.

Rick moved to approve minutes, Fred second, passed 2-0 vote.

8:07 7. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.

- a) 7:49 Repetitive flow analysis. The December and January gallons pumped per day report shows several days with the same numbers. This is unusual. Jane will discuss this with Dave Boucher, WhiteWater.
- b) Wastewater Pump Station Backup Generator – John Moynihan says there is a backup generator. Jane is checking with Ben Keefe to see if we have a maintenance contract and a repair contract. Ben's office identified a maintenance contract for the Wastewater Treatment Plant that will now be the responsibility of WW to pay \$495 annually.
- c) WWTP Repairs – Fire inspection, fire extinguishers and lighting repaired. Facilities will send WW a bill.

8:31 8. Website status: recent postings and organization.

Attachments to Board Meetings will now be included after the minutes have been approved.

8:32 9. Calendar: upcoming meetings and events, including hearings.

March 22, 2017 meeting. Jane will inform Sam.

8:37 10. Public Comment – None

8:40 11. Adjourn 8:10

Attachments:

- FY2018 Budget and Rate Hearing Schedules
- Explanation of Apportioned vs Bonded Debt Payments
- February 15, 2017 Draft Minutes
- Draft WWMDC Rules and Regulations
- Laboratory Analysis of gallons pumped