

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law

NAME OF BOARD/COMM: Wayland Wastewater Management District Commission

FILED By: Jane Capasso

DATE OF MEETING: Wednesday, 22 Mar 2017

TIME OF MEETING: 7:30 PM

PLACE OF MEETING: Wayland Town Building

PROPOSED AGENDA

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

- 7:30 1. Call to order
- 7:31 2. Public comment
- 7:35 3. Update on transfer of land and design flow from Wayland Meadows to Conservation Commission (land only) and to BoS (design flow only) to be allocated to 5 Concord Road. The transfer of the design flow was officially approved at FY2016 ATM in April 2016. The associated transfer of land has been a topic for the last 10 months. The status right now is that the transfers are ready to proceed with a few more actions. We will discuss those actions.
- 7:55 4. Update of design flow accounting for the Town Center. Review of current allocations including the reallocation of 500 gpd for new doctors' practice approved by WWMDC on 1 Mar 2017. Discussion of National Development's plans for future businesses.
- 8:15 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.
- 8:35 6. Discussion of emergency event on 13 Mar 2017 when a leak was discovered and mitigated at 268 BPR in the main wastewater line. We will discuss the event, approve payment of bills for it, and discuss its implications. The importance remains that we need some way to deal better with emergencies. We also need to have somebody in town available to mark wastewater line locations in the case of excavation near our system. The chair's hope is that the DPW will soon begin to handle emergencies, requests for marking wastewater line locations (just like water line locations), as well as provide supervision for on-going administrative activities. Even more broadly, what is the composition of the WWMDC, and what is the possibility of creating a water/wastewater department?
- 8:55 7. Approve minutes from previous meetings—1 Mar 2017.
- 9:00 8. Pay Bills, monthly budget update, year-to-date finances, and monthly commitments.
- 9:10 9. Administrative Items
 - A. Treatment Plant Punch List
 - B. Backup Generator at 2 Elissa Ave
 - C. 317 BPR Whole Foods - Privilege Fee payment
 - D. Repetitive Gallons Pumped
- 9:15 10. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.
- 9:16 11. Website status: recent postings and organization.

9:17 12. Calendar: upcoming meetings and events, including hearings.

9:18 13. Public Comment

9:23 14. Adjourn

Wayland Meadows - Parcel ID 023-052T			
Summary of Charges			
As of March 22, 2017			
Betterment Billing:	Principal	Interest	Totals
Assessed Value of the 380 gpd in 2015			\$ 24,726.95
FY2015 billed on the Tax bill. Paid 11/13/15	\$ 1,236.35	\$ 77.91	
FY2016 billed on the Tax bill. Paid 2/1/17	\$ 1,236.35	\$ 1,174.53	
FY2017 - Quarter 3 billed on the Tax bill. Paid 2/1/17	\$ 618.18	\$ 556.36	
FY2017 - Quarter 4 billed on the Tax bill. Recorded in Vadar, but the bill is dated 4/1/17 with a due date of 5/1/17.	\$ 618.17	\$ 556.35	
Total Principal & Interest Paid FY15 and FY16	\$ 3,709.05	\$ 2,365.15	
Principal to be deducted			\$ 3,709.05
Betterment Balance as of 3/20/17			\$ 21,017.90
			Cindy: Are these the final numbers for the Q4 bill owed by Way Meadows?
			Cindy: are you saying that Wayland Meadows is responsible for the interest on the unapportioned betterment balance of \$21,017.90 from Oct 1, 2016 to when the deal closes at a rate of \$2.88/day? Looks like I should add this on as another charge. Right?
Paid in Lieu of Betterment (PILOB) Calculation:			
PILOB for 820 gpd of Design Flow (380 gpd from Wayland Meadows and 440 from Woody Baston's)			\$ 53,350.00
			Zoe: Since the assessed value is no longer \$24,726.95 should the balance as of 3/20/17 \$21,017.90 be used to calculate the PILOB? See yellow box
PILOB Calculation: 820 gpd/380 gpd = 2.16			
2.16 X \$24,726.95 (original assessed value)			
= \$53,358.18. Fred rounded to \$53,350.			
Less Betterment Paid FY15, FY16 and FY17 (Q3 only)			\$ 3,709.05
PILOB to be paid to Wastewater Mgt Distr. Comm. By the Town of Wayland			\$ 49,640.95
			Fred: Do you want to round this?
Wastewater Operations & Surcharges - Based on Vadar Reports dated 3/21/17. Exact amount needs to be updated for the closing.			
Outstanding balance on account #1700510			\$ 17,228.84
Outstanding balance on account #2701033			\$ 1,153.77
Amount due Wastewater from Wayland Meadows for Operations Charges as of 3/21/17			\$ 18,382.61
			How does Fred's comment apply to all of this: "The latest wrinkle on the Wayland Meadows betterment is what Zoe pointed out this morning: FY2017 interest is billed in FY2018. This adds another complication, whose solution is not apparent. I asked Zoe whether there is any way for Wayland Meadows to pay the calculated FY2017 interest ahead of FY2018.
Real Estate Taxes - Parcel ID 023-052T	Billed	Paid	Balance
FY2015 -Tax, CPA & Betterment paid 11/13/2015 (Includes Interest & Demand Payments \$980.79)	\$ 11,342.80	\$ 11,342.80	\$ -
FY2016 -Tax, CPA & Betterment, Surcharge, User Fee & Lien paid 2/1/2017 (Includes Interest & Demand Payments \$2,474.77)	\$ 19,521.56	\$ 19,521.56	\$ -
FY2017 - Tax, CPA & Quarter 3 Betterment paid 2/1/2017 (Includes Interest & Demand Payments \$462.44). Quarter 4 Betterment has not been paid Principal \$618.17 and Interest \$556.35 totaling \$1,174.52. Remaining balance is Q4 Tax \$126.29 and Q4 CPA \$27.68.	\$ 11,855.93	\$ 10,527.44	\$ (1,328.49)
Total Wayland Meadows owes for Real Estate Taxes at Closing.			\$ (1,328.49)

Betterment Open Items 3/20/17:			
1) As of 3/20/17 the 4th Quarter betterment bill has been recorded in Vadar and will be sent out for payment dated 4/1/17 due 5/1/17. Closing documents need to include payment of the 4th Quarter betterment as part of the conditions of sale for Principal \$618.17 and Interest \$556.35 totaling \$1,174.52. See FY2017 Real Estate Taxes.			
2) If the 4th Quarter betterment payment is agreed to be paid, then the outstanding betterment balance will include the 4th Quarter as paid.			
3) Closing documents need to indicate who will be responsible for paying the betterment after the sale occurs. Zoe is checking to see how the Department of Revenue wants to handle this. Whomever owns the property is responsible for the betterment.			
Notes for Wastewater Operations Charges:			
1) Wastewater Operations Charges were billed through FY16 Quarter 4. Per the WWMDC, no billing for FY17 due to the pending sale.			
2) Operations Charges need to be updated as of the date of the closing.			
Notes for PILOB Distribution:			
1) The Town of Wayland will pay the WWMDC the PILOB amount. A) Wastewater will use \$2,400 to pay the operating charges fo the 820 gpd assigned to 5 Concord Road for FY17. B) Based on Zoe's answer from the Dept of Revenue, either Wastewater or Wayland Meadows will pay off the betterment balance at the close. The remaining amount will be what is left to pay Wastewater for the 820 gpd of design flow.			Zoe: What is the status of this?
WWMDC = Wayland Wastewater Management District			

SUMMARY		ACTUAL YTD	BUDGET YTD	YTD VARIANCE	ANNUAL BUDGET	NOTES
User Charges	\$ 216,276.34	\$ 743,411.88				
Total Operating Expenses	\$ 140,448.39	\$ 743,411.86				
Net Operating Income:	\$ 75,827.95	\$ 0.00				
INCOME DETAILS		ACTUAL YTD	BUDGET YTD	YTD VARIANCE	ANNUAL BUDGET	MTD VARIANCE
User Charges	216,276.34	199,455.03	16,821.31	265,940.04	31,731.99	
Other	15,106.06	-	15,106.06	-	891.65	
Old Betterment - Principal	14,047.90	19,220.84	(5,172.94)	38,441.67	-	Budget includes Q2 billing in January.
Old Betterment - Interest	2,378.14	4,732.58	(2,354.44)	9,465.15	-	Pen & Int, Liens, Misc Rev & Int Eamd on Sav's Billed Nov & Dec on Tax Bill, Paid Feb & Apr
New Betterment - Principal	89,694.66	120,000.00	(20,305.34)	240,000.00	715.78	Billed Nov & Dec on Tax Bill, Paid Feb & Apr
New Betterment - Interest	89,379.48	94,782.50	(5,403.02)	189,565.00	644.20	Billed Nov & Dec on Tax Bill, Paid Feb & Apr
Unapp WW Better TC Rev	25,052.30	-	25,052.30	-	-	Unbudgeted Betterments Paid in Advance
Unapp WW Better TC Int	683.52	-	683.52	-	-	Unbudgeted Betterments Paid in Advance
Total Income/MUNIS:	\$ 462,618.40	\$ 498,190.94	\$ 24,427.48	\$ 743,411.86	\$ 33,983.62	\$ 33,983.62
EXPENSE DETAILS		ACTUAL YTD	BUDGET YTD	YTD VARIANCE	ANNUAL BUDGET	NOTES
PERSONAL SERVICES						
Salaries (Account Specialist)	18,043.24	25,164.00	7,120.76	33,552.00	1,773.31	Budgeted for Salary Increase - Not Approved
Indirect/Admin (Town Services)	-	18,501.75	18,501.75	24,689.00	-	Expensed in May, 2017
Legal Services	-	3,750.00	3,750.00	5,000.00	-	416.67
PROFESSIONAL SERVICES						
Facility Operating Contract	35,100.00	35,100.00	-	46,800.00	3,900.00	-
Fac. Labor & Other Prof. Serv.	9,931.92	15,000.00	5,068.08	20,000.00	628.75	1,666.67
Engineering Fees	-	-	-	-	-	-
NPDES Permit	-	-	-	-	-	-
Total Pers. & Prof. Expenses	\$ 63,075.16	\$ 97,515.75	\$ 34,440.59	\$ 130,021.00	\$ 6,302.06	\$ 10,835.08
PERCENT OF TOTAL	29%			17%		4,533.02
REPAIRS & MAINT EXP.						
Building Repair & Improvement	796.51	-	(796.51)	-	796.51	(796.51)
Equipment Repairs & Maint.	16,022.55	4,626.23	(11,396.32)	6,168.31	9,640.91	(9,126.88)
Sludge Disposal	17,010.00	14,507.55	(2,502.45)	19,343.40	2,190.00	1,611.95
Chemicals	4,242.12	5,838.38	1,596.26	7,784.50	2,863.98	648.71
Markup & Other	3,756.41	16,500.00	12,743.59	22,000.00	728.61	1,833.33
Surface Water Testing (Oars)	6,803.00	4,875.00	(1,928.00)	6,500.00	-	541.67
Total Repairs & Maint Exp.	\$ 48,630.59	\$ 46,347.16	\$ (2,283.43)	\$ 61,796.21	\$ 16,020.01	\$ 5,149.88
PERCENT OF TOTAL	22%			8%		(10,870.33)
OPERATING EXPENSES						
Disposal (Trash Removal)	259.80	375.00	115.20	500.00	86.60	41.67
Natural Gas-NY Grid & Dir. En.	2,586.16	4,633.76	2,047.60	6,178.35	688.21	514.66
Electricity-Eversource	21,380.51	29,838.35	8,457.84	39,784.46	2,776.28	3,315.37
Telephone-Verizon	859.49	1,520.43	660.94	2,027.24	114.32	168.84
Water-TOW	571.82	474.58	(97.24)	632.77	13.78	52.73
Admin Serv's (Other/Vadar Trng)	84.86	-	(84.86)	-	-	-
Contingency	3,000.00	18,750.00	15,750.00	25,000.00	-	2,083.33
Total Operating Expenses	\$ 28,742.64	\$ 55,592.12	\$ 26,849.48	\$ 74,122.83	\$ 3,679.19	\$ 6,176.90
PERCENT OF TOTAL	13%			10%		2,497.71
TOTAL OPER & CAP EXPS	\$ 140,448.39	\$ 198,455.03	\$ 58,006.64	\$ 265,940.04	\$ 26,001.26	\$ 22,161.67
CAPITAL EXPENSES						
Debt Paid YTD	27,650.76			38,441.67		
Old Debt-Principal	2,135.64			9,465.15		
New Debt -Principal	240,000.00			240,000.00		
New Debt -Interest	189,565.00			189,565.00		
Total Capital Expenses:	\$ 455,351.40			\$ 477,471.82		

Notes:
Equipment Repairs and Maintenance - Emergency repairs: 3/13/17 268 BPR & 10/19/16 292 BPR

Cash Receipts YTD

Revenue Codes	July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017
6302 WW User Charges	\$ 316.79	\$ 16,844.92	\$ 42,316.05	\$ 648.97	\$ 11,235.04	\$ 48,953.21	\$ 24,238.46	\$ 39,990.91	\$ 31,731.99	\$ -	\$ -	\$ -
63105000/42105									2/13-3/21/17			
6308 Penalties & Interest *	\$ -	\$ 42.73	\$ 20.10	\$ 13.24	\$ 140.81	\$ 418.73	\$ 228.28	\$ 39.88	\$ 186.65	\$ -	\$ -	\$ -
63105000/41750												
6303 Miscellaneous Rev *	\$ -	\$ -	\$ 4,523.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6310500/43299												
6304 Betterments (Old)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,047.90	\$ -	\$ -	\$ -	\$ -
63105000/47501												
6305 Betterment Interest (Old)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,378.14	\$ -	\$ -	\$ -	\$ -
63105000/47502												
6306 Betterments Pd In Adv	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
63105000/47599												
6307 Int. Earned on Savings *	\$ -	\$ 367.57	\$ -	\$ 367.86	\$ 356.27	\$ 368.42	\$ 356.82	\$ 368.99	\$ 705.00	\$ -	\$ -	\$ -
6310500/48210												
6309 Wastewater Uens *	\$ -	\$ -	\$ -	\$ 0.02	\$ -	\$ -	\$ -	\$ 6,601.69	\$ -	\$ -	\$ -	\$ -
63105000/42111												
6311 WW Better TC Rev	\$ -	\$ -	\$ 1,426.88	\$ -	\$ -	\$ -	\$ -	\$ 97,552.00	\$ 715.78	\$ -	\$ -	\$ -
63105000/47503												
6312 WW Better TC Int	\$ -	\$ -	\$ 3,165.66	\$ -	\$ -	\$ -	\$ -	\$ 85,569.62	\$ 644.20	\$ -	\$ -	\$ -
63105000/47504												
6313 UNAPP WW Better TC Rev	\$ 12,884.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,166.26	\$ -	\$ -	\$ -	\$ -
63105000/47505												
6314 UNAPP WW Better TC Int	\$ 481.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201.69	\$ -	\$ -	\$ -	\$ -
63105000/47506												
49761 Trans from wtr fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
63105000/49761												
Total Revenue	\$ 13,682.66	\$ 17,255.22	\$ 51,451.69	\$ 1,030.09	\$ 11,732.12	\$ 49,740.36	\$ 24,823.56	\$ 258,919.08	\$ 33,983.62	\$ -	\$ -	\$ -

NOTES:
Miscellaneous Revenue - Privilege Fee \$4,523 for change in use resulting in increased capacity at 231 Boston Post Road
* Other for Budget Reporting

Total Revenue (Minus Balance)	\$ 462,618.40
Less: UNAPP New Better TC Rev	\$ (25,052.30) Unbudgeted Betterments (Paid In Full & Partial Payments)
47506	\$ (683.52) Unbudgeted Betterments (Paid In Full & Partial Payments)
Less: New WW Better TC Principal	\$ (99,694.66)
47504	\$ (89,379.48)
Less: New WW Better TC Int	\$ (14,047.90)
47501	\$ (2,378.14)
Less: Old Betterment Principal	\$ -
47502	\$ -
Revenue net of Capital Accts (Net of Betterment)	\$ 231,302.40

Wayland Wastewater Management District Commission										
Signed: Mums/Batch:										
Summary of Utility Bills - FY2017										
February 13 - March 21, 2017										
Vendor#	Vendor Name	Notes	Address	Invoice#	Invoice Date	Amount	WWMDC Acct #	Org#	Object Exp Acct	Description
16307	ABC Soils, Inc.	3	111 Boston Post Road, Sudbury, MA 01776	8328	3/15/2017	\$ 2,703.41	5443	63443002	52116	Emerg. Repair 268 BPR 3/13/17
2170	Abrahams Group	1	52 Flanagan Dr, Framingham, MA 01701	76228	2/28/2017	\$ 86.60	8670	63443002	54599	Consultant/Financing Project
2494	B-P Trucking Inc.	2	P.O. Box 386, Ashland, MA 01721	H17461690	2/15/2017	\$ 323.68	452224/678961	63443002	53102	Disposal/Trash Removal 185 Elissa Ave
10656	Direct Energy		P.O. Box 32179, New York, NY 10087-2179	H17394310			452224/678968	63443002	53102	Gas-185 Elissa Ave
10656	Direct Energy		P.O. Box 32179, New York, NY 10087-2179	H17394310			452224/678968	63443002	53102	Gas-2 Elissa Ave
3027	EVERSOURCE		1 NSTAR Way, SW300, Westwood, MA 0209	28704030031	2/27/2017	\$ 195.26	28704030031	63443002	53103	Electricity-185 Elissa Ave
3027	EVERSOURCE		1 NSTAR Way, SW300, Westwood, MA 0209	28671560010	2/27/2017	\$ 2,581.02	28671560010	63443002	53103	Electricity-185 Elissa Ave
3016	GateHouse Media		P.O. Box 845908, Boston, MA 02284-5908	100242045			100242045	63443002	52101	Rate Hearing Advertisement
1093	Idle Business Forms		49 Bullard Road, Oakham, MA 01068	020917			020917	63443002	52107	Billing paper
3805	KP Law							63443002	52108	Town Counsel (Legal)
2117	Keane Fire & Safety	4	1500 Main Street, Waltham, MA 02451	527314	2/27/2017	\$ 346.51	527314	63443002	52115	Inspection/repair - 4 Fire Extinguishers
2129	Keys North Atlantic, ll	4	459 Watertown Street, Newton, MA 02460	S122108	3/13/2017	\$ 450.00	18111	63443002	52115	Tmt Plant Fire Alarm Inspection
2759	National Grid		PO Box 11735, Newark, NJ 07101-4735	50412-10350	2/14/2017	\$ 353.86	50412-10350	63443002	53102	Gas-185 Elissa Ave
2759	National Grid		PO Box 11735, Newark, NJ 07101-4735	50412-10370	2/14/2017	\$ 10.67	50412-10370	63443002	53102	Gas-2 Elissa Ave
11776	OARS Inc.		23 Bradford St, Concord, MA 01742				144	63443002	52103	2015 Surface Water Testing
7783	E.S. O'Neil Electric dba	3	82 Lawrence St, Waltham, MA 02451	A66303	3/15/2017	\$ 4,414.08	A66303	63443002	52116	Emerg. Repair 268 BPR 3/13/17
3332	John Regan Ent.	3	PO Box 5003, Cochruiate, MA 01778	33092	3/17/2017	\$ 2,520.00	33092	63443002	52116	Emerg. Pumping 268 BPR 3/13/17
2271	TOW-Water		66 River Road, Wayland, MA 01778	2601700		\$ 13.78	2601700	63443002	53105	Water Dept Admin Fee-185 Elissa
2271	TOW-Water		66 River Road, Wayland, MA 01778	2601700			2601700	63443002	53105	Back Flow Testing-185 Elissa Ave
2569	VERIZON		PO Box 15124, Albany, NY 12212-5124	5083582801	2/18/2017	\$ 66.36	5083582801	63443002	53104	Phone - Pump @ 2 Elissa Ave
2569	VERIZON		PO Box 15124, Albany, NY 12212-5124	5083580192	2/18/2017	\$ 47.96	5083580192	63443002	53104	Phone - 185 Elissa Ave
2058	WB MASON		59 Centre St, Brockton, MA, Attn: Gail Meire	140258887			C2380305	63443002	52107	Office Supplies-Index tabs/hole punch
2058	WB MASON		59 Centre St, Brockton, MA, Attn: Gail Meire	140389024			C2380305	63443002	52107	Office Supplies-Hanging folders
6693	Whitewater		C/O RHW Construc, 41 Central St.,Auburn,M	70025292	3/1/2017	\$ 3,900.00	WAY002	63443002	52100	Facility Operating Contract
6693	Whitewater		C/O RHW Construc, 41 Central St.,Auburn,M	70025050	2/15/2017	\$ 628.75	WAY002	63443002	52101	Facility Labor (Prof. Serv.)
6693	Whitewater		C/O RHW Construc, 41 Central St.,Auburn,M	70025050	2/15/2017	\$ 3.42	WAY002	63443002	52116	Equip Repairs & Maint.
6693	Whitewater		C/O RHW Construc, 41 Central St.,Auburn,M	70025050	2/15/2017	\$ 2,190.00	WAY002	63443002	52122	Sludge Disposal
6693	Whitewater		C/O RHW Construc, 41 Central St.,Auburn,M	70025050	2/15/2017	\$ 2,663.98	WAY002	63443002	52125	Chemicals
6693	Whitewater		C/O RHW Construc, 41 Central St.,Auburn,M	70025050	2/15/2017	\$ 728.61	WAY002	63443002	52151	Mark Up on Repairs & Maint.
6693	Whitewater/RH White	3	C/O RHW Construc, 41 Central St.,Auburn,MA 01501				WAY002	63443002	52116	Emerg. Repair 268 BPR 3/13/17
	Total		February 13 - March 21, 2017			\$ 24,227.95				
	Total WhiteWater without Contract Fee					\$ 6,214.76				
	Total Repair for 268 Boston Post Road				Note 3	\$ 9,637.49				

Note 1: The Abrahams Group reviewed Wastewater's betterment financing and reformatted the balance sheet. June, 2016 paid \$3,000, September, 2016 paid \$2,500 and January, 2016 final payment \$500.

Note 2: B-P Trucking - Facilities Dept. has been paying this. WW will now pay for the removal of trash from the Treatment Plant at a monthly cost of \$86.60.

Note 3: Emergency at 268 Boston Post Road required ABC Soils (new account) ES O'Neil Electric, John Regan Septic and RH White's bill not available.

Note 4: Based on the Treatment Plant Punch List, Ben Keefe had the inspections done. I am working on a contract received from Keyes and researching Keane. Board to vote on future use and contracts next month.

= New Accounts March 21, 2017

WhiteWater Invoices

Fiscal Year 2017

February 13 - March 21, 2017

Invoice #	Invoice Date	Amount	Month Processed	Contract Fee	Labor	Equip Repairs & Maint				Total
						52100	#52101	52116	Sludge	
70020354	7/1/2016	\$ 3,900.00	July	\$ 3,900.00						\$ 3,900.00
70020979	8/1/2016	\$ 3,900.00	Sept	\$ 3,900.00						\$ 3,900.00
70021672	9/1/2016	\$ 3,900.00	Sept	\$ 3,900.00						\$ 3,900.00
70021378	8/17/2016	\$ 937.50	Sept	\$ -	\$ 937.50					\$ 937.50
70021378	8/17/2016	\$ 2,100.00	Sept				\$ 2,100.00			\$ 2,100.00
70021378	8/17/2016	\$ 1,376.94	Sept					\$ 1,376.94		\$ 1,376.94
70021378	8/17/2016	\$ 521.54	Sept						\$ 521.54	\$ 521.54
70022321	10/1/2016	\$ 3,900.00	Oct	\$ 3,900.00						\$ 3,900.00
70022062	9/15/2016	\$ 3,120.00	Oct				\$ 3,120.00			\$ 3,120.00
70022062	9/15/2016	\$ 468.00	Oct						\$ 468.00	\$ 468.00
70022985	11/1/2016	\$ 3,900.00	Nov	\$ 3,900.00						\$ 3,900.00
70022699	10/14/2016	\$ 1,318.75	Nov		\$ 1,318.75					\$ 1,318.75
70023634	12/1/2016	\$ 3,900.00	Dec	\$ 3,900.00						\$ 3,900.00
70023324	11/16/2016	\$ 9,782.16	Dec		\$ 4,195.00	\$ 1,297.20	\$ 3,360.00	\$ 201.20	\$ 728.76	\$ 9,782.16
70024191	1/6/2017	\$ 3,900.00	Jan	\$ 3,900.00						\$ 3,900.00
70023926	12/12/2016	\$ 7,713.61	Jan		\$ 1,538.75	\$ 2,309.44	\$ 3,060.00		\$ 805.42	\$ 7,713.61
70024773	2/1/2017	\$ 3,900.00	Feb	\$ 3,900.00						\$ 3,900.00
70024480	1/17/2017	\$ 4,859.58	Feb		\$ 995.00	\$ 180.50	\$ 3,180.00		\$ 504.08	\$ 4,859.58
70025292	3/1/2017	\$ 3,900.00	Mar	\$ 3,900.00						\$ 3,900.00
Totals		\$ 67,298.08		\$ 35,100.00	\$ 9,613.75	\$ 3,790.56	\$ 17,010.00	\$ 4,242.12	\$ 3,756.41	\$ 73,512.84

Current Month Total without Contract Fee \$ 6,214.76



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Watershed Permitting Program
Sanitary Sewer Overflow (SSO)/Bypass
Notification Form

FOR DEP USE ONLY

Tax Identification Number _____

A. Reporting Facility

Important: When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. Facility Information

Wayland Waste Water Management District MA0039853
 Reporting Sewer Authority Permit #

2. Authorized Representative Transmitting Form:

Kenneth Keefe 508 358 3786
 First Name Last Name Telephone No.
Public Buildings Director bkeefe@wayland.ma.us
 Title E-mail Address

B. Phone Notifications:

See DEP Regional Office telephone and fax numbers at the end of this form.

1. MassDEP staff contacted: left msg at 617 918 1870
 first name _____ last name _____
 Date/Time contacted: 03-15-2017 9:35
 Date Time am pm
2. EPA staff contacted: _____
 first name _____ last name _____
 Date/Time EPA contacted: _____
 Date Time am pm
3. Board of Health contacted: Darren MacCaughey
 First Name Last Name
 Date/Time contacted: 03-13-2017 1:15
 Date Time am pm
4. Others notified (select all that apply); Conservation Commission
 Harbormaster Shellfish Warden Division of Marine Fisheries
 Downstream Drinking Water Supplier Watershed Association
 Beach Resource Manager Other: _____
 (specify)

C. SSO Information

1. SSO Discovered: 03-13-2017 1:00
 Date Time am pm
 By: Town Water Dept noticed water on street while refueling at local gas station.
2. SSO Stopped: 03-13-2017 1:30
 Date Time am pm
3. SSO Discharge from: Sanitary Sewer Manhole Pump Station
 Backup into Property Other: Monitoring Well
 (specify)
4. SSO Discharge to: Ground Surface (no release to surface water)
 Direct to Receiving Water _____
 (surface water)
 Catch basin to Receiving Water _____
 (surface water)
 Backup into Property Basement



Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Watershed Permitting Program
Sanitary Sewer Overflow (SSO)/Bypass
Notification Form

FOR DEP USE ONLY

Tax Identification Number

C. SSO Information (cont.)

Location: 268 Boston Post Road Wayland MA 01778
(Description of discharge site or closest address)

5. Estimated SSO Volume at time of this Report: 75 - 100 gallons

Method of Estimating Volume: visual

6. Cause of SSO Event:

Rain Event Pump Station Failure Insufficient Capacity in System

Treatment Unit failure

Sewer System Blockage: Pipe Collapse Root Intrusion Grease Blockage

Other: Appears that when resently installed monitoring well was put in place it nicked the business's sewer connection.

7. Corrective Actions Taken:

Pump truck on site within 30 minutes stemmed overflow until repairs were completed. Repairs involved excavation and piping repairs. All repairs completed by 03-14-2017 2:00 am.

Impact Area cleaned and/or disinfected: Yes No

All ground wetted surfaces received lime.

Corrective Actions Completed: Yes No

Completed by 2:00 am 03-14-2017

D. Comments/Attachments/Follow-up

I wish to provide (select all that apply):

Attachment Additional comments below: No additional comments or attachments

Additional comments and planned actions:

Discharge was very diluted with ground water, very little odor detected. There was a catch basin close by and some overflow did enter. Route of storm sewer traced and no discharge noted. Visual inspection of another catch basin between the incident and the storm water discharge was dry.



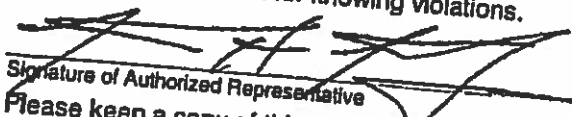
Massachusetts Department of Environmental Protection
Bureau of Resource Protection – Watershed Permitting Program
**Sanitary Sewer Overflow (SSO)/Bypass
Notification Form**

FOR DEP USE ONLY

Tax Identification Number _____

E. Certification Statement

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



Signature of Authorized Representative

03-15-2017

Date Signed

Please keep a copy of this report for your records. When submitting additional information, include the MassDEP Incident Number from this report.

MassDEP Regional Office and EPA Telephone and Fax Numbers:

Northeast Region	Phone: 978-694-3215	Fax: 978-694-3499
Southeast Region	Phone: 508-946-2750	Fax: 508-947-6557
Central Region	Phone: 508-792-7650	Fax: 508-792-7621
Western Region	Phone: 413-784-1100	Fax: 413-784-1149
EPA Contact	Phone: 617-918-1870	Fax: 617-918-0870
DEP 24-hour emergency	Phone: 888-304-1133	

Town Center Design Flow-Summary by Building				Based on 1/18/17 Capacity Spreadsheet- Updated 3/10/17	
GPD Design Flow					
Summary by Building	WWMDC Jan 2016	KGI Capacity Aug 2013	Wayland Bldg Dpt, Jul 14 2015	WWMDC - Bldg Dpt	Notes: See details on WWMDC Assessment 2016 worksheet
5A	4,365	4,365	4,365	-	Stop and Shop
1C	1,080	1,080	1,080	(0)	Sperry, Antons, Super Cuts, GNC, Vacant, Femlux
2C	1,101	1,222	1,101	0	Almaari Jewelry, Subway, Vacant (former Orange Leaf), Mattress Firm
2D	2,484	2,784	2,484	(0)	Takara, Vacant (former Petco), TC Orthodontics
2E	4,258	3,908	4,258	-	Bertucci's, Vacant
2F	1,356	1,566	1,355	1	Lauren Craig, Elements, Jos. A Bank, Prop. AT&T, 2 Vacant
2F	1,320	1,320	1,320	-	Apartments on second floor
2G	3,850	3,850	3,850	-	Panera
3A	7,120	5,370	7,120	-	Middlesex Bank, The Local
1A	1,314	1,215	1,064	250	Medical Care of Boston, Joint Ventures, Forever Slender
1A	900	1,321	900	-	Dr. Boch (Dentist), Dr. Lavigne (Dentist), Wayland Personal Physicians (Suite 203 & 204 vacant no capacity)
2A	2,275	-	2,275	(0)	TSI (Boston Sports Club), Pediatric Dental of Wayland, Amcomm Wireless
2B	1,229	-	1,229	-	2 Vacant, Ace Hardware, Wayside Gourmet, Medpost Urgent Care
Future 4A	-	-	200	(200)	Pad for Future Construction. Listed as retail by BOH/Bld Dpt
Total	32,651	28,001	32,601	50	Bld Dpt #'s include Future 4A and Other Capacity.
Lillian Way	9,240	9,240	9,240	-	42 condos @ 220 gpd
Municipal Pad	3,000	3,000	3,000	-	
Grand Total 1/18/17	44,891	40,241	44,841	50	
Revisions	-	-	-	-	TBD through discussion
Revised total	44,891	40,241	44,841	50	KGI excluded Lillian Way condos, for which they were going to build a 9900 gpd additional leaching field. This leaching field was never built.
Unused Design Flow	(109)		(159)	50	
Color key	Way under	Way over	Approx. agreement		

Design Flow Allowed	45,000	45,000	45,000	-
Grand total 3/10/17	44,891	40,241	44,841	-
Total Unallocated 3/10/17	109	4,759	159	

Vacant Space 3/10/17

Vacant space is included in the Grand Total 1/18/17

73 Andrew (sp. 50/60)	113	114	113	-
61 Andrew (space 30)	320	320	320	-
15-21 Elissa (sp. 20/50)	184	184	184	-
14-20 Elissa (space 20)	58	58	58	-
41 Andrew (space 50)	134	117	134	-
43-45 Andrew (sp. 60)	200	163	200	-
109 Andrew (ste 203/sp. 230)	-	-	-	-
109 Andrew (ste 204/sp. 240)	-	-	-	-
60 Andrew (space 10)	158	-	158	-
66 Andrew (space 30)	72	-	72	-
Total Vacant Space	1,238	956	1,238	-
Total Unallocated & Vacant	1,348	5,715	1,397	-

Potential Changes:

Blank	-	-	-
80 Andrew (space 50)	-	-	-
Total Changes	-	-	-
Unallocated & Vacant with Potential Changes	1,348	5,715	1,397

Replace Wayside Gourmet with an Art Studio serving reheated appetizers. Fast food @ 20 gpd per seat. Current Design Flow Retail 100 gpd.

Possible Future Adjustments to Design Flow

Bldg 4A, 4000sqft@retail OR			200 gpd (50gpd/1,000 sqft)
Bldg 4A as restaurant@	50 seats	1,750	(35 gpd/seat) None applied for
Medical Care of Boston (Bi)		250	Leave at 4 doctors and negotiate
(Adding 1 Dr. on 1 July 2016)			with Retail 1
Still discussing TSI		(500)	Leave at 2000 gpd, no decrease
Still discussing Lauren Craig - Increase			
to 3 chairs		300	Leave at 600 gpd, no increase
Femilux Nail salon-retail vs. beauty salon		735	Leave at 65 gpd assuming retail
Total Possible Future Adjustments		2,535	Resolution as of latest date

New For Sale



\$925,000 [Estimate Payment](#)

1 Lillian Way

Wayland, MA 01778

[Commute Time](#)

2 3 full 3,079
baths 1 half bath 1 soft

[Be Ready to Buy. How Much Can You Borrow?](#)

[Contact Agent](#)

Open House

None at this time

[Directions](#)

[Request a Private Showing](#)

Overview

An urban experience without downtown prices and traffic! The vibe and convenience are only steps away from this stunning home at the heart of Wayland Town Center—great restaurants, shopping, outstanding health and dental care, and The Boston Sports Club. Only two years old, this chic END UNIT boasts UPGRADES galore, including stacked crown moldings throughout, an elegant coffered ceiling in the living room, remote wiring up and downstairs, Thermador appliances, custom tile and backsplash, and marble counterops in the kitchen, along with 9-FT. CEILINGS and beautiful southern exposure. The FINISHED BASEMENT WITH SEPARATE ENTRANCE is the perfect option for in-laws, au pairs or adult children who want freedom and privacy. Upstairs, the FLEXIBLE FLOOR PLAN offers the opportunity to make the study a third bedroom. Two golf courses, great hiking, and kayaking on the Sudbury

**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