

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION
MEETING OF 28 NOVEMBER 2017**

In Attendance: Fred Knight, Rick Greene (arrived at 7:40 pm), Uday Virkud and
Absent: Jane Capasso (Not required to attend)
Transcribed By: Fred Knight
Guests: Linda Segal (after DPW meeting). Joint meeting with the Board of Public Works.
Meeting Location: 7:00 pm DPW Building

MINUTES

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

- 7:00 1. Call to order
- 7:01 2. Public comment-none
- 7:05 3. Final preparation for joint meeting with BPW. Discussion of what to discuss at the joint meeting, including Paul Brinkman's great help to WWMDC over the past months, possibility of placing WHS treatment plant under the control of WWMDC, and hiring a new employee to oversee both treatment plants
- 7:15 4. Joint meeting with BPW on continuation of support from DPW to WWMDC. This joint meeting was anticipated following a six-month period of support by Paul Brinkman, town engineer, and Tom Holder, DPW Director. The trial period was tremendously helpful to WWMDC, and the WWMDC wants this arrangement to continue. In another forum, some town managers are also considering aiding the wastewater treatment plant at the high school by bringing it under the jurisdiction of the WWMDC instead of the School Department. The proposed solution here is the hiring of a full-time manager for the combined wastewater systems at the high school and in the center of town. Continuing the current arrangement of help to the WWMDC by the town engineer will provide a bridge to this new position who might be hired for FY2019. Discussion at this joint meeting will concern these issues.
Actual discussion:
- Woody Baston gave an overview of the forum activities to aid the WHS plant by hiring a new oversight manager and operator for both treatment plants.
 - Fred commented on the large utility by Paul Brinkman, both in dealing with Whitewater and with DEP/EPA.
 - Rick seconded Fred's analysis
 - Tom Holder commented that perhaps 20-25% of Paul's time was dealing with wastewater issues over the past 6 months and level of activity varied, with less recently.
 - Uday noted a need to estimate potential savings (Paul is addressing this.) and actual savings, if possible. Tom said Paul was working on this.
 - Tom Abdella noted that this new employee would need transportation and equipment.
 - Uday wondered whether the employee was management or operations.
 - Further discussion of unknown causes of WHS treatment plant problems (Weston & Sampson is addressing this.)
 - Consensus that the WWMDC can continue to rely on Paul's experience and knowledge. Further review of this in May 2018.
 - Also there was a call for further cost analysis for the new employee. There should be another joint meeting in January 2018.
- 7:45 5. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.-None

- 7:50 6. Calendar: upcoming meetings and events, including hearings.
20 Dec 2017---regular WWMD C meeting
TBD date, 11-16 Jan 2018 for January meeting, Uday and Rick to say when they are available
- 8:05 7. Public Comment
Linda: "I commented about the Dec. 5 technical briefing from the Raytheon team, and Virkud indicated he would attend. I also commented on the FinCom budget review schedule if in fact possibly hiring a wastewater manager is on radar screens for the FY19 budget cycle. I asked who your FinCom liaison is (Bill Steinberg) because their budget vetting is fast moving. The school supt. usually presents his proposed budget at a December SC meeting." Uday comments that there is reason for a precautionary approach: wanting to see the long-term cost/benefit of creating a new senior staff position. Linda: "Then there was the consideration of other organizational models, e.g. perhaps something like a water/sewer commission that other towns have."
- 8:12 8. Adjourn
Attachments: None

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: Tuesday, 28 Nov 2017

TIME OF MEETING: 7:00 PM

PLACE OF MEETING: DPW Building

PROPOSED AGENDA

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

- 7:00 1. Call to order
- 7:01 2. Public comment
- 7:05 3. Final preparation for joint meeting with BPW
- 7:15 4. Joint meeting with BPW on continuation of support from DPW to WWMDC. This joint meeting was anticipated following a six-month period of support by Paul Brinkman, town engineer, and Tom Holder, DPW Director. The trial period was tremendously helpful to WWMDC, and the WWMDC wants this arrangement to continue. In another forum, some town managers are also considering aiding the wastewater treatment plant at the high school by bringing it under the jurisdiction of the WWMDC instead of the School Department. The proposed solution here is the hiring of a full-time manager for the combined wastewater systems at the high school and in the center of town. Continuing the current arrangement of help to the WWMDC by the town engineer will provide a bridge to this new position who might be hired for FY2019. Discussion at this joint meeting will concern these issues.
- 7:45 5. Topics not reasonably anticipated by chair 48 hours in advance of the meeting, if any.
- 7:56 6. Calendar: upcoming meetings and events, including hearings.
- 7:47 7. Public Comment
- 7:52 8. Adjourn