

**WAYLAND WASTEWATER MANAGEMENT DISTRICT COMMISSION  
MEETING OF 9 JANUARY 2018**

**In Attendance:** Fred Knight, Uday Virkud joint meeting with Board of Public Works  
**Absent:** Rick Greene, Jane Capasso (not expected to attend)  
**Guests:** None  
**Meeting Location:** DPW Building at 7:20 PM  
**Transcribed By:** Fred Knight

**MINUTES**

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

- 7:27 1. WWMDC will meet with the Board of Public Works to discuss hiring a full-time Wastewater Operations Manager that will be supervised by the DPW Director (union position?). This position will oversee the operation and perform maintenance for the Wastewater Treatment Plant, High School Treatment Plant and the WWMD pipeline system.
1. Fred and Uday introduced themselves.
  2. Fred introduced the WOM idea and sharing of cost by WWMDC and Schools
  3. Uday reminded the group that WWMDC's financial commitment is 60% of \$80k salary plus 60% of 42% overhead. This led to a discussion of whether there are any other costs. There is the overhead by the DPW Director and Engineer of oversight for this position, estimated to be within 80% of the FY2018 cost allocated to the Facilities dept. for aid to the WWMDC. This amount (80% of ~\$14,000) would be shifted to the DPW to enable administrative costs for the WOM to be paid. There is also an estimated cost of \$80/month or \$1000/year for use of the existing DPW vehicle by the WOM. Fred will bring up this extra cost at the regular WWMDC meeting.
  4. There is anticipated separate article for 2018 ATM. It will be funded in the WWMDC and School budgets. There is a need to amend the WWMDC budget for the cost of using the DPW vehicle of \$1000/year. The total for the WOM is then \$48,000 salary, \$20,160 benefits, and \$1000 vehicle or \$69,160.
  5. The WOM would have office space at the two treatment facilities.
  6. In the discussion, it was noted that no contribution to the Engineer's salary has been paid for FY2018. Fred assured the BOPW that support for Paul Brinkman's time is part of the WWMDC budget.
  7. The WOM will be a union position like the Water Superintendent and Highway Superintendent. There is no overtime for the WOM under this union.
  8. The BOPW expressed their support for this position.
- 8:25 2. Topics not reasonably anticipated by Chair 48 hours in advance of meeting.  
None
- 8:26 3. Calendar: upcoming meetings and events, including hearings.  
Reminder of 11 Jan 2018 regular WWMDC meeting
- 8:28 4. Public Comment  
None
- 7:58 5. Adjourn
- Attachment  
List of questions from Fred Knight

## Capasso, Jane

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**From:** fred knight <fred.knightway@gmail.com>  
**Sent:** Thursday, January 04, 2018 9:18 PM  
**To:** Lowery, Mike; Holder, Thomas; Baston, Woody; Unobskey, Arthur; Balmer, Nan; Senchyshyn, John  
**Cc:** Capasso, Jane  
**Subject:** Re: 11 Jan 2018 agenda

Mike, Woody, Tom, Arthur, John, and Nan,

I am suggesting a small-group meeting before our WWMDC meeting on Thursday; Tom has suggested 10am on Tuesday at the DPW building. That is fine for me. The agenda for the BoPW meeting on Tuesday is being altered to have an agenda item for the WOM with WWMDC attending. I feel the following need to be discussed by both groups, and I will report to the WWMDC at their Thursday (11 Jan 2018) meeting about the small group's discussion.

1. What is proposal for town meeting article? Is one necessary or do we just place the costs for the WOM in the omnibus budget?
2. Do the proposed salary and associated costs equal those needed?
3. Are there missing expenses, e.g., truck or other equipment?
4. What is DPW involvement? I very much appreciate what I think is being proposed, that the job description, hiring, and oversight be from DPW.

Thanks,

fred

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Fred Knight, [fred@knightway.org](mailto:fred@knightway.org), 508 358 0834

On Thu, Jan 4, 2018 at 3:40 PM, Mike Lowery <[lowery.mike@gmail.com](mailto:lowery.mike@gmail.com)> wrote:  
Any of those days are OK

On Thu, Jan 4, 2018 at 2:10 PM Holder, Thomas <[tholder@wayland.ma.us](mailto:tholder@wayland.ma.us)> wrote:

Fred - Monday, Tuesday or Thursday late morning early afternoon works for me.

Mike – Any time better for you?

Best,

Tom