

A meeting of the Town of Barnstable's Hyannis Water Board was held on October 13, 2015 at 3:15 PM in the Selectman's Conference Room, 367 Main Street, 2nd Floor, Hyannis, MA.

In attendance were: Steve O'Neil, David Wood, Jonathan Jaxtimer and Tom Holmes.

Staff present: Hans Keijser, Supervisor, Water Supply Division.

Also present: Mark Lavoie from United Water and Eric Callocchia from Municipal & Financial Services Group.

A quorum being present, Chair O'Neil called the meeting to order at 3:17 PM.

A motion was made and seconded to approve the agenda.

VOTE: Unanimous in favor. The Agenda is approved.

BARNSTABLE TOWN CLERK

A motion was made and seconded to approve the 9/8/15 meeting minutes.

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VOTE: Unanimous in favor. The 9/8/15 meeting minutes are approved.

Operations Report –

Lavoie reports that speed controls were added to Mary Dunn #1 & #2 wells enabling a lower flow of water that will deter water stagnation. The carbon filters at Mary Dunn #1 are continued to be backwashed through valve operations. Equipment has been ordered to assist the backwash process enabling less man hours needed for this task. Lavoie also informs the board that they are in the exploratory stage of researching automated valves and pre-filters which could result in even less man hours needed to complete this task. Lavoie states that the engineering for the new process control center for the Maher Treatment plant has been started and is this project is expected to be completed while the treatment plant is offline during the month of December. The Massachusetts State Drinking Water regulator from the Department of Environmental Protection conducted a required (every 3 years) sanitary survey of all facilities within the Hyannis Water System. Lavoie is pleased to say that no deficiencies were reported.

Lavoie adds that the final details within the Department of Environmental Protection approval are being reviewed, confirmed and completed by Environmental Partners Group relative to the interconnection with the Town of Yarmouth. Lavoie projects operation should commence soon and will require a different sampling schedule which the Department of Environmental Protection is currently developing. All required monthly reports and sampling were completed and submitted on time.

United Contract for Preventative Maintenance (page 8 of Monthly report referenced) –

Last years deliverables (contract year 6) are discussed as Valve Exercises are only at 37% complete, Hydrant Inspections at 73% and Meter Replacement at 82%. Considering we are in month #4 in contract year 7, O'Neil is very concerned that they are so behind. O'Neil asks where United Water can pull more help to get these deliverables completed and current. Lavoie states they are doing their best and no other resources for extra help are currently available. O'Neil states he wants these figures substantially improved by next month.

Finalize the Water Supply Division FY '17 Operating Budget, Capital & Rates using the rate model – Eric Callocchia from the Municipal & Financial Services Group presented two (2) models to the board:

1. The first model displays possible scenarios with zero (0) reimbursed monies from the County for the approximately \$300,000.00/year expense for the operation of the carbon filters at Mary Dunn. Callocchia explains that with no reimbursement from the County, to obtain the six month reserve and cover operating costs for the carbon filters would result in an approximate 16% increase in rates providing water consumption stays even. He recommends increasing the rate to eight percent (8%) over the next three to four years, returning the rate increases to 5% thereafter, and lowering the reserves to three months. This rate increase would commence in FY '17. The average ratepayer would endure an approximate \$26.00/year increase.
2. The second model displays possible scenarios if the town were to receive reimbursement monies from the county for the expense relative to the operation of the carbon filters at Mary Dunn. Callocchia explains that if operating costs for the carbon filters are reimbursed from the county, lowering the reserve to four months, the rate increase would be 6% until '2023 then lowered to 5% thereafter.

A motion was made and seconded to increase the rate from 5% to 8% commencing in FY '17 if scenario #1 (above) proves true.

VOTE: 3-Yes, 1-No. The 5% to 8% rate increase is approved to commence in FY '17 (if scenario #1 above proves true).

A motion was made and seconded to increase the rate from 5% to 6% commencing in FY '17 if scenario #2 (above) proves true.

VOTE: Unanimous in favor. The 5% to 6% rate increase is approved to commence in FY '17 (if scenario #2 above proves true).

Bulk Water Rate (handout given) – This is a precursor to (1) Capital Improvement Project (CIP) request for next year that outlines the sale of water through interconnections with other water systems. These rates are relative to agreements, legal costs and water usage.

Eric Callocchia from Municipal & Financial Services Group presents to the board the following:

- Callocchia added a rate class to the model for wholesale customers outlining (4) data points: operating costs, volume sold, maximum day peaking factor and maximum hour peaking factor. He calculates a \$2.49 per CCF rate.

A motion was made and seconded to accept the presented water rate model and calculation of a wholesale rate of \$2.49 per CCF.

VOTE: Unanimous in favor. The presented water rate model and calculation of a wholesale rate of \$2.49 per CCF is accepted.

Review of uncollectible accounts and liens (handout given) – The handout given discloses a total of \$13,295.27 of uncollectible accounts. Keijser explains that only charges and interest of the fiscal year 2015 are allowed to be liened. He adds that the accounts that are liened are already turned off.

A motion was made and seconded to accept the list of the Hyannis Water System accounts to be liened as presented.

VOTE: Unanimous in favor. The presented list of the Hyannis Water System accounts to be liened is accepted as presented.

Hans Update – Keijser explained to the board that he was able to work with the police department in utilizing the reverse 911 system to make an announcement notifying residents of a broken valve located on Ocean Avenue

Yarmouth interconnect for the Maher Treatment Plant, status update –
Keijser informs the board that final approval is still pending upon the Department of Environmental Protection.

Mary Dunn Wells- Manifold and activated carbon filters-
Keijser reports that both filters are running and running well. Keijser states that he went before the Conservation Commission to get approval for a pipe replacement design at the Mary Dunn Treatment Plant and to fix a drainage issue.

Straightway fence construction, beautification effort, status update -
Keijser states that landscaping and plantings are being completed and the residents will be pleased.

Keijser adds that an advertisement was posted in the newspaper for the Junior Engineer position at the Water Supply Division.

Fall Projects, Timeline for Construction –
Keijser states that all current projects should be seasonally completed by mid-December and will restart in mid-April. These projects will wrap-up by Memorial Day of '2016.

Public Outreach – Keijser explains that a public outreach meeting is scheduled for tonight at the Dunkin Donuts parking lot on Main Street at 6 P.M. to inform residents of the water main replacement project along Main Street and the Sea Street cleaning & lining job.

Meeting was adjourned at 4:52 PM.

Respectfully submitted,

*Marcia Sellitto
DPW, Water Supply Division –Administrative Assistant*

Materials presented at meeting:

- Meeting Agenda October 13, 2015 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 9/8/15 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- H.W.B. Monthly Report, September 2015 (*presented by:* United Water)
- FY '16 Pumping and Revenue Projection spreadsheets, dated 10/8/2015 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection spreadsheets, dated 10/8/2015 (*presented by:* Hans Keijser)
- Wholesale Water Rate Model Update, dated 10/12/2015 (*presented by:* Eric Calloccia)
- Certification of Water Supply Division accounts to be liened, dated 10/9/2015 (*presented by:* Hans Keijser)
- Copy of Sanitary Survey Report from the Department of Environmental Protection, dated 10/7/2015 (*presented by:* Hans Keijser)
- Copy of email from police department displaying reverse 911 announcement information, dated 10/1/15 (*presented by:* Hans Keijser)
- Copy of Water Works Construction on Sea Street press release, dated 9/10/15 (*presented by:* Hans Keijser)
- Copy of Junior Engineer advertisement in Cape Cod Times, dated 10/11/15 (*presented by:* Hans Keijser)
- Newspaper clippings (*presented by:* Hans Keijser)