

A meeting of the Town of Barnstable's Hyannis Water Board was held on October 26, 2017 at 3:00 PM in the Selectman's Conference Room, 367 Main Street, 2nd Floor, Hyannis, MA.

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

Staff present: Hans Keijser, Supervisor, Water Supply Division, Mike Gorenstein, P.E., Project Manager, Water Supply Division, Dale Saad, Ph.D., Senior Project Manager and Mark Milne, Director, Finance.

Also present: Eric Callocchia from Municipal & Financial Services Group and Mike Leahy from Suez Water.

A quorum being present, Chair O'Neil called the meeting to order at 3:06 PM.

A motion was made and seconded to approve the agenda.

VOTE: Unanimous in favor. The Agenda is approved.

BARNSTABLE TOWN CLERK

2017 NOV 28 PM12:03

A motion was made and seconded to approve the 8/15/17 meeting minutes.

VOTE: Unanimous in favor. The 8/15/17 meeting minutes are approved.

Operations Report –

Leahy reports that the annual well capacity testing has been completed on all wells and results are pending. He adds that Suez has hired one new employee, but unfortunately has lost one as well. Leahy reports that upon inspection of the valves on the Calgon GAC units at the Mary Dunn location, 6 out of the 7 valves needed replacement, this is scheduled to be done with the media change in October. Leahy informs the Board that they encountered 2 leaks in the distribution system: one on the corner of Seagate Lane and Pine Street, he adds this was an emergency leak situation, however his staff and contractor adjusted their scheduling accordingly, to best accommodate the approximate 10 businesses and 53 customers whom were affected. The other leak was a result of the Mass DOT project on Route 28, this affected a 6" water main at the corner of Hirammar Road and cost was absorbed by the contractor on the project. Leahy reports that the Mary Dunn #2 tank was taken out of service to complete the annual washout and inspection. He adds that a new vehicle was added to their fleet that is equipped with a power lift-gate and snow plow. Leahy reports that deliverables are coming along with meter changes currently on track.

All required monthly reports and sampling were completed and submitted on time.

FY'17 Financial Report (handout given out by Milne, figures as of June 30, 2017) – Milne informs the Board that the FY'17 financial status of the Water Supply Division is still OK. He states that the settlement with the County was a good thing; however the Water Supply Division is still relying on reserves to enable fee mitigation. Milne added that the positive revenues and strict operating expense regulation made this a breakeven year. Milne is thanked by the Board for his diligent work.

First run of FY'18 operating budget, capital and rates using our model (Model consultant present -Eric Callocchia from Municipal & Financial Services Group) – Callocchia presents the model which reflect the updated values of: FY'17 Actuals, FY'18 Approved, FY'19 Proposed and Capital Improvement Project values. He adds that the additional expenses needed for the carbon filtration, carbon exchange, water purchase, inflation and debt service are resulting in more reserves spending. He shows the double-digit increase projections from last year could possibly be deterred providing strict capital appropriation monitoring and spending is conducted. He suggests it may be possible to adopt 7% increases over the next 2 years, and

then decrease to either 6% or 5% thereafter. He reiterates that the reserves are lean, and breaking even with the 7% rate increase for FY '19 could be ok. Callocchia will be back next month.

Capital Plan for FY 2019 (handout given) – Keijser reviews the handout given, expressing that rates and fees were kept in mind while developing this list. Keijser informs the Board of an additional item added (#4). He explains that an opportunity arose when a piece of surplus, Town owned property came available. He adds that this specific property is located 2 houses down from the temporary water interconnection (with the COMM water district) on Longview Drive. He adds that he received approval from the DPW Director to proceed. Keijser consulted with Gorenstein for input and the Town Architect relative to the costs for this project. Keijser has listed this additional project as #4 and has estimated a cost of \$165,000.00. O’Neil favors the addition of #4 to the CIP FY 19 Rational.

1. Pipe Replacement, \$1,050,000.00
2. Well Building & Treatment Plant Upgrade, \$200,000.00
3. New Well Exploration, \$555,000.00
4. Permanent Interconnection with COMM Water System, \$165,000.00

Out of the CIP cycle project, the following is anticipated to need additional funding, the Maher water filter treatment facility upon pilot testing completion and recommendations:

1. Treat 1, 4 Dioxane with advanced oxidation and ultra violet light (UV), \$2.9M - **Needed**
2. Treat 1, 4 Dioxane with advanced oxidation and ultra violet light (UV), and treat iron and manganese with greensand filtration, 4.9M

Review Operating Budget for FY 2019 (handout given) – Keijser presents the draft for the FY 2019 Operating Budget of \$7,050,964.00 which displays a 2% increase from the previous year. O’Neil states that this increase is not too bad considering what needs to be accomplished. Keijser explains that if the new Maher Treatment Plant is online by the projected March 2019 timeline, this would result in saving a large amount in money that would otherwise need to be expended for the purchase of water from the Town of Yarmouth. With that being said, he adds that other areas of expenses that needed to be increased were those of operating contract, debt service and police details for hydrant flushing services.

Sea Captains Row Development, Pleasant Street – It has been brought to the attention of the Board of a proposed workforce housing complex consisting of 60 units on Pleasant Street, engineered by Baxter and Nye has received an \$180,000.00 fee for water approval from the Town Manager. Gorenstein was requested to develop costs for this said project; his estimation was approximately \$300,000.00. It was also found that the way the developer and engineer has designed this water part of the project is against the Rules & Regulations of the Hyannis Water System. Upon further discussion between the Board and Keijser, it is also found that the proposed design of this water main is also bad for the system and needs to be redone. With this information, O’Neil has put a call into the Town Manager.

Review of uncollectible accounts and liens, VOTE (handout given) – The handout outlines 120 accounts in which only a third (\$52,356.92) for FY 2017 vs. the total amount owed (\$170,388.43) can be liened.

A motion was made and seconded to accept the account to be liened.

VOTE: Unanimous in favor. The accounts are to be liened.

FY 18 Capital Project Update –

Projects -

- Mass DOT Rte. 28 / Bears's Way Project, pipe in the ground, progress – Keijser reports that the water pipe is in the ground and is being tied-in at the intersections. He adds that a large portion will be done by December and services will be done in the spring of 2018.
- Mass DOT Rte. 28 / Yarmouth Road Project, update – Keijser reports that a design meeting will take place next week. The water mains within the intersection will be replaced and the 12 inch water main will be extended through the Airport, crossing the railroad and connecting into the Yarmouth Road water main. He added that Gorenstein argued with Mass DOT the fact that the existing AC water mains will fall apart as a result of the project; Mass DOT will replace the water mains with new water mains.
- West Main Street, Cleaning and Lining job, update – Keijser reports that the majority of this project is completed. He adds that clean-up and finish paving is currently being done.
- Mary Dunn, gas conversion, update – Keijser reports that the gas line is in the road up to the building, the heaters have been changed out, inspections are needed and gas meters need to be set.
- Straightway 1 well reactivation, update – Keijser reports that all sampling results are in still showing high manganese. He adds that Weston & Sampson has finished the calculations for water blending and are proceeding. Keijser states that upon completion, this project will enable less water to be withdrawn and purchased from the Town of Yarmouth.
- New sources study, Phase 1 report, Update – Keijser reports this report is projected to be received within the next month or two.
- Mary Dunn 4, satellite well exploration, Weston & Sampson, Update – The recommendation of the consultant engineer, relative to the use of the most Southern test well to proceed was accepted and the contractor is moving forward with the installation of the 8 inch testing and production well.
- Maher Treatment Plant, treatment for PFOS/PFOA, 1, 4 Dioxane and Manganese & Iron, Update – Keijser informs the Board that it was a good thing that the pilot testing was conducted because it was found that 1,4 Dioxane cannot be put through the GAC system and the oxidation and UV will be needed. He adds that the report with recommendations is expected to be received in November.
- Mary Dunn #1 water storage tank, roof replacement and appurtenant work, Update – Keijser informs the Board that the site work is almost completed and will be done this fall. He adds that the Dome will be installed in the late spring of 2018.
- Mary Dunn #2 pipe replacement and drainage work, design and bid documents under review by DPW Administration, Update – Keijser informs the Board that this is still at DPW Administration.
- Design of Cleaning & Lining job on East Main Street, Update – Keijser reports that there is good news, this is moving ahead and the design is projected to be completed by spring.

Meeting was adjourned at 4:36 PM.

Respectfully submitted,

Marcia Sellitto

DPW, Water Supply Division –Administrative Assistant

Materials presented at meeting:

- Meeting Agenda October 26, 2017 (presented by: T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 8/15/17 (presented by: T.O.B.-DPW, Water Supply Div.)

- H.W.B. Monthly Reports, August 2017 & September 2017 (*presented by:* Suez Water)
- FY '18 Pumping and Revenue Projection spreadsheets, dated 10/23/2017 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection spreadsheets, dated 10/23/2017 (*presented by:* Hans Keijser)
- Water Supply Enterprise Fund Financial Packet, as of 6/30/17 (presented by: Mark Milne)
- Copy of Operating Budget FY'19 DRAFT, dated 10/24/17 (*presented by:* Hans Keijser)
- Copy of CIP FY 18 Work Plan, dated 10/23/17 (presented by: Hans Keijser)
- Copy of CIP FY 19 Rational, dated 10/23/17 (presented by: Hans Keijser)
- Copy of Certification of Water Supply Division accounts to be liened, dated 10/24/17 (*presented by:* Hyannis Water Board)
- Copy of Project Schedule, Engineering & Construction for the Maher Filtration Plant, dated 9/12/17, created by Tata & Howard (*presented by:* Hans Keijser)
- Newspaper clippings (*presented by:* Hans Keijser)