

2015 JAN 14 AM 11:22

A meeting of the Town of Barnstable's Hyannis Water Board was held on December 9, 2014 at 3:15 PM in the Growth Management Conference Room, 367 Main Street, 3rd Floor, Hyannis, MA.

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

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

Also present: Mark Lavoie from United Water.

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.

A motion was made and seconded to approve the 11/12/14 meeting minutes as amended.

VOTE: Unanimous in favor. The 11/12/14 meeting minutes are approved as amended.

Operations Report – Lavoie reports that the (2) temporary positions through Adecco are still in process, he projects (1) should be filled by the middle of December. He reports that the water service technician and customer service representative positions are filled and are in training. He adds that they are still receiving support by means of other United Water personnel to assist while the new hires are being trained.

The battery backup and panel circuitry project for the Maher treatment plant is in progress. The Mary Dunn #1 tank rivet coating repairs are completed. The tank is projected to be back online during the second week in January. Lavoie reports that the temporary water bypass on Camp Street has been removed and that the section of pipe is back in service.

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

O'Neil asks Lavoie about flushing progress. Lavoie responds that approximately two thirds (2/3) of the projected flushing is complete. Lavoie adds that weather has been a contributing factor and is hindering progress with the flushing program. He adds that they will continue as weather allows.

Lavoie reports that the revenue difference shown in the monthly report from November 2014 and November 2015 is due to a cycle not getting on the report; therefore it is showing a 20% deficit. Keijser reports that pumping is finally leveling out at an approximate 2% decrease verses the 10% decrease over the past year. Krau thanks the staff of United Water for a great job.

Suomi Road – The property on Suomi Road has been thoroughly cleaned upon the former tenant leaving and a United Water employee is residing at the residence with the agreement that United Water will provide full time (increased from part time) collection services through their current collection associate. Krau makes a motion to compose a letter stating that the Hyannis Water Board (as stated in the Administrative Code) has control over the water system's land.

A motion was made and seconded to compose a letter stating that the Hyannis Water Board (as stated in the Administrative Code) has control over the water system's land.

VOTE: Unanimous in favor. A letter will be composed stating that the Hyannis Water Board (as stated in the Administrative Code) has control over the water system's land.

Bike Path – UPDATE – Keijser spoke with Lindsey Counsell who was unable to attend this meeting.

RFP New Well Exploration, Review (packet of first draft distributed) – Keijser requests of the board to review the draft. The last page of the draft summarizes the project description. Krau expresses that explicit, detailed testing need to be detailed in this Request for Proposals (RFP) in order to deter new detection issues long term in the future. Krau also highlights the potential need to purchase other suitable property for the needs of new wells should be outlined in the project description. The board would like to participate in the RFP selection process, therefore being the Selection Committee.

Hans, Updates –

Flushing program – Keijser states that they are organizing an early morning flushing program between the hours of 2 a.m. and 3 a.m. for the Main Street area.

Camp Street project – Keijser explains that the project is moving north of Route 28 towards the airport. Upon that, the project will be shut down for the winter.

MD1 Tank rivets repair project – Keijser explains that the rivets and coating are going through the curing process. Once cured, the tank will be filled, chlorinated, flushed and sampled.

Meeting was adjourned at 4:53 PM.

Respectfully submitted,

Marcia Sellitto

DPW, Water Supply Division -Administrative Assistant

Materials presented at meeting:

- Meeting Agenda December 9, 2014 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 11/12/14 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- H.W.B. Monthly Report, November 2014 (*presented by:* United Water)
- FY '15 Pumping and Revenue Projection spreadsheets, dated 12/5/2014 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection spreadsheets, dated 12/5/2014 (*presented by:* Hans Keijser)
- Copy of email to Mark Lavoie from Kevin Coughlin, dated 12/9/2014 (*presented by:* Hans Keijser)
- Copy of Capital Projects Junior Engineer Job Description draft, dated 11/13/2014 (*presented by:* Hans Keijser)
- Copy of RFP to Perform a New Well Exploration Study for the HWS draft, dated 12/9/14 (*presented by:* Hans Keijser)
- Copy of letter to Jonathan Hobill (DEP), dated 12/9/2014 (*presented by:* Hans Keijser)
- Copy of new DPW Organization Chart, dated 8/15/2014 (*presented by:* Hans Keijser)
- Newspaper clippings (*presented by:* Hans Keijser)