

2015 FEB 12 AM 11:48

A meeting of the Town of Barnstable's Hyannis Water Board was held on January 13, 2015 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, David Wood and Tom Holmes.

Staff present: Hans Keijser, Supervisor, Water Supply Division and Dale Saad, Ph.D., Senior Project Manager, Water, Sewer and Green Energy.

Also present: Mark Lavoie from United Water.

A quorum being present, Chair O'Neil called the meeting to order at 3:19 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 12/19/14 meeting minutes.

**VOTE: Unanimous in favor. The 12/19/14 meeting minutes are approved.**

Operations Report – Lavoie reports that they are still seeking one (1) temporary position through Adecco. All other positions have been filled, personnel is being trained and are in the field.

The battery backup and breaker panel circuitry project for instrumentation in the Maher treatment plant is in progress. The Mary Dunn #1 tank rivet coating is still in the curing process.

All required monthly reports and sampling were completed and submitted on time. Relative to deliverables, Lavoie explains that valve exercises and hydrant inspections are being done presently. Lavoie adds that weather has ceased all flushing progress. Krau mentions the letter sent to Dan Santos by a grateful and satisfied customer for the "above and beyond" customer service delivered by cross-connection technician, Emil Coviello.

Lavoie reports that the revenue difference shown on page 17 of the monthly report is showing a 23% discrepancy due to cycle 31 not being billed. Lavoie adds that this discrepancy will correct itself in next months report. Lavoie tells the Board that collections are moving in full force.

Rate Hearing FY16, Tuesday January 27th– Keijser addresses the Board that the rate hearing has been postponed to an unspecified date in February at 11 AM. Keijser will inform the board once exact date is known.

Dale Saad Project Update - Saad explains that the following three projects are State Revolving Fund (SRF) eligible and explains that some work needs to be done in the spring for each project in order for them to qualify for SRF.

- 12" Scudder Ave – Saad wants to have the necessary paperwork completed so they may start work in March through May, stop for the summer, and then restart in September.

- Main Street (Sherman Square area from Sea Street to Scudder Avenue) – Saad projects getting some work in before Memorial Day at the West End Rotary area.
- Air Stripper (Maher Treatment Plant)- Saad wants to start the pre-fabrication stage in the spring time, have the contractor at location(during the low-flow season) in November, complete the majority of the work in December following with a February, 2016 completion date.

Saad adds that she plans on having neighborhood meetings to enable the rate payers to become informed and get familiar with the project. Saad explains that doing this in the past has proved to be beneficial and successful.

Leveling Demand/Irrigation System Guidelines (pamphlet given) – Keijser distributes the pamphlet highlighting the middle, yellow area as the main point of “Leveling Demand of the Hyannis Water System”. Keijser and the Board discuss accessing Americorp to aid in doing public relations and having a workshop in April to educate the public and irrigation businesses about the Leveling Demand and irrigation systems. O’Neil adds that he can get Cape Cod Landscape Association involved as well. Keijser requests that the board review the pamphlet and make suggestions of any corrections or edits. The board will comply and get their suggestions to Keijser by Friday to enable Keijser to make corrections and send the document to the printer.

Airport Lease, UPDATE – Keijser emailed Breault for an update relative to the airport lease. Breault responded explaining that the third draft revision is currently being reviewed by the Airport Commission and that a response should be expected in approximately two weeks. Krau suggests assembling a Conference Committee meeting upon receipt of the third amended draft instead of the current “back and forth” method.

#### Hans, Updates –

Flushing program – Keijser states that the flushing program has been suspended due to the cold and icy weather. Keijser explains that Main and North streets are completed and flushing will resume in mid-March.

Camp Street project – Keijser explains that the project is done for the year and will resume in April. Keijser explains that there are some SCADA issues that need to be worked out as a part of this project.

Cook Circle, Highland Street – Keijser states that this project is stopped for the winter. He adds that Highland Street encountered an issue with a sewer back-up under the new water main that the contractor repaired.

MD1 Tank rivets repair project – Keijser explains that the job is completed but the coating is still going through the curing process. He adds that the contractor brought in heaters to aid in the curing process that is only at about 50 -60% completed due to the cold temperatures. The Mary Dunn 1 storage tank is still offline.

Zone 1’s – Keijser explains that the Community Preservation Commission (CPC) suggested that the Board obtain a proposal from the Barnstable Land Trust (BLT). Keijser requests to setup a meeting with the Barnstable Land Trust (BLT). The board will respond to Keijser with dates to schedule a meeting with the Barnstable Land Trust (BLT).

Bike Path – UPDATE – Keijser spoke with Lindsey Counsell who notified Keijser that nothing is going to be pursued relative to the conceptual design of the bike path West of Mary Dunn Road until the year 2018. Keijser spoke with Dan Santos whom stated that there are approximately 4-5 alternatives to routing the bike path westward. Keijser adds that the design is being done now for the section from the Yarmouth Town line to Mary Dunn Road.

Meeting was adjourned at 4:35 PM.

*Respectfully submitted,*

*Marcia Sellitto*

*DPW, Water Supply Division -Administrative Assistant*

Materials presented at meeting:

- Meeting Agenda January 13, 2014 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 12/9/14 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- H.W.B. Monthly Report, December 2014 (*presented by:* United Water)
- FY '15 Pumping and Revenue Projection spreadsheets, dated 1/8/2015 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection spreadsheets, dated 1/8/2015 (*presented by:* Hans Keijser)
- Copy of letter to Dan Santos from Mike Gambone, dated 11/28/2014 (*presented by:* Hans Keijser)
- Copy of Capital Projects Junior Engineer Job Description draft, dated 11/13/2014 (*presented by:* Hans Keijser)
- Copy of Irrigation and Lawn Care pamphlet draft, dated January 2015 (*presented by:* Hans Keijser)