

A meeting of the Town of Barnstable's Hyannis Water Board was held on November 15, 2016 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, Dale Saad, Ph.D., Senior Project Manager, Water, Sewer and Green Energy 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.**

A motion was made and seconded to approve the 10/25/16 meeting minutes.

**VOTE: Unanimous in favor. The 10/25/16 meeting minutes are approved.**

#### Operations Report –

Leahy reports that annual tank cleanings and inspections are complete. He adds that the rehabilitation of the Simmons Pond well is completed with the exception of the pump repairs due to waiting on the receipt of pump parts. The well is expected to be online soon.

Leahy reports that deliverables are coming along with hydrant painting at 95%, hydrant inspections at 35% completed, and continuous efforts to bring meter changes to become current. Leahy states that although letters are still being sent out for meter change-outs, they will attempt a temporary Saturday availability to residents for meter change-outs, adding that if this approach proves to be beneficial, they will look to offering this long term. He emphasizes that Suez has four employees currently attending classes to obtain various Department of Environmental Protection (DEP) licenses, expressing the importance for educated, licensed employees.

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

FY'16 Financial Report (handout given out by Milne, figures as of June 30, 2016) – Milne informs the Board that the FY'16 financial status of the Water Supply Division is good with strong revenues and new debt services due dealing with a fairly aggressive capital program.

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'16 Actuals, FY'17 Approved, FY'18 Proposed and Capital Improvement Project values. He adds that the additional expenses needed for the carbon filtration, carbon exchange, inflation and debt service are resulting in more reserves spending to a concerning level. He displays in the model that a rate and fee increase of approximately 9.5% would be needed over the next 3 years to break even with the expenses. He adds that after 3 years, the rate could potentially be dropped back providing no other prominent expenses are incurred. Callocchia reports that there could be some potential increase in revenue providing that the water consumption rate increases. Milne adds that the new carbon filtration systems are what is

driving the 9.5% needed rate increase. The Board discusses that the 9.5% rate increase would result in an approximate increase of \$10.00 per quarterly bill. The Board will consider these findings and will revisit in the December meeting.

Supplemental appropriation for the Operating Budget FY'17, Update – Keijser informs the Board that the supplemental appropriation request in the amount 1.435M will be going before the Town Council this Thursday night. He adds that this appropriation has already been factored into the updated model.

Hans Keijser, Update on PFOA (perfluorooctanoic acid)/PFOS (perfluorooctane sulfonate) issue –

Current Emergency Projects – Keijser reports the following:

- Temporary Centerville-Osterville-Marstons Mills (COMM) Interconnection on Phinneys Lane, Status – Keijser informs the Board that the Ph meter is being finalized, the heater has been installed and the insulation has been installed on the exterior pipes.
- PFOS / PFOA removal for the Maher Treatment Plant, conceptual design, report – Keijser informs the Board that the draft report was received this week. Keijser adds that the report reflects 3 options which are quite costly.
- Permanent interconnection with Yarmouth Water, design, easements & construction, Status – Keijser informs the Board that the easements are agreed on in principle. The bid opening for the construction project is today with construction commencement as soon as possible.
- Interconnect shed at the Maher Treatment Plant, Construction Status – Keijser explains that the shed has been framed and the roof shingles are scheduled to be done this weekend by the DPW Structures & Grounds Division.
- Enclosing the Mary Dunn Carbon Filters for use during the winter months; Construction Status Update – Keijser informs the board that the foundations have been poured and the walls are being framed. He adds that they are hopeful to complete this project, weather permitting, on time.

Hans Keijser, Projects Update –

Projects -

- Rte. 28, Bearses Way, Massachusetts Department of Transportation (MASS DOT), Update – Keijser reports that the water supply aspect of this project will commence in the Spring of 2017 (March).
- West Main Street, Cleaning and Lining job, bid results & schedule – Keijser reports that the bids for this project are due in on Thursday. Commencement is planned for the spring '2017.
- Mary Dunn #2 Water Tank Painting Job, Update – Keijser reports to the Board that the project is coming along. He asks the Board of their opinion on the smiley face that was placed on the side of the tank. All Board members liked and approved the smiley face to stay.
- Mary Dunn Road Paving project, gas line installation, Schedule Update – Keijser reports that this project will commence in the spring.
- Straightway 1 well reactivation, Update – Keijser reports that this is being worked on.
- Request for Quotes (RFQ) for New Sources, Update – Keijser reports that that this is being worked on.
- Mary Dunn 4, satellite well exploration, Update - Keijser reports that that this is being worked on.

Meeting was adjourned at 3:50 PM.

*Respectfully submitted,*

*Marcia Sellitto*

*DPW, Water Supply Division –Administrative Assistant*

Materials presented at meeting:

- Meeting Agenda November 15, 2016 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 10/25/16 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- H.W.B. Monthly Report, October 2016 (*presented by:* Suez Water)
- FY '17 Pumping and Revenue Projection spreadsheets, dated 11/9/2016 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection spreadsheets, dated 11/9/2016 (*presented by:* Hans Keijser)
- Water Supply Enterprise Fund Financial Packet, as of 6/30/16 (presented by: Mark Milne)
- Copy of Operating Budget FY'18 DRAFT, dated 11/14/16 (*presented by:* Hans Keijser)
- Copy of the Executive Summary-DRAFT Conceptual Design Report-Maher WTF Carbon Filtration Building from Tata & Howard (presented by: Hans Keijser)
- Copy of Hyannis Water Board – Annual Report FY 2016, dated 11/3/16 (*presented by:* Hyannis Water Board)
- Copy of picture of water tank with smiley face (*presented by:* Hans Keijser)
- Newspaper clippings (*presented by:* Hans Keijser)