

A meeting of the Town of Barnstable's Hyannis Water Board was held on January 19, 2021 at 3:00 PM remotely via ZOOM (as posted per instructions on the agenda- "Virtual meeting via Zoom: <https://zoom.us/j/92397015384>, Meeting ID: 923 9701 5384, or by phone: (888)475-4499, meeting ID: 923 9701 5384); due to being physically closed to the public to avoid group congregation as a result of the COVID-19 pandemic.

In attendance (On Zoom) were: Steve O'Neil, Tom Holmes, Jonathan Jaxtimer and Mark Sexton.

Staff present (On Zoom): Hans Keijser, Supervisor, Water Supply Division, Mark Milne, Director, Finance and Gordon Starr, Town Council.

Also present (On Zoom): Kevin Sampson from Suez Water, Eric Callocchia, NewGen Strategies, Tom Cambareri, Consultant and Sue Phelan, resident.

A quorum being present (On Zoom), Chair O'Neil called the meeting to order at 3:03 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 12/15/20 meeting minutes.

VOTE: Unanimous in favor. The 12/15/20 meeting minutes are approved.

Operations Report –

Sampson informs the board that there were no distribution issues and or water main breaks in the month of December.

Sampson informs the board about the following distribution tasks or contract obligations for preventative maintenance were addressed and/or repaired:

- Block heater on office building generator was replaced.
- Carbon Exchange was conducted at the Mary Dunn #1 location.
- Hyannis Port well rehabilitation was completed.
- Mary Dunn Well #3 rehabilitation was completed.
- Hydrant #323 located on Fawcett Lane was replaced.
- Clean up of the wells' pump houses and the Maher Treatment facility was completed during the week between holidays. Suez staff was also trained during a live fire drill simulation of the Maher Treatment plant.

O'Neil asks Sampson how the deliverables are coming along. Sampson responds that they are getting close with projected completion timetable with the exception of meter replacements which has been a direct result of the COVID situation. He adds that once staff is allowed into houses again, they will step up their staffing from 3, to 5 days for meter replacements. Keijser highlights the increase in pumping by approximately 7% based on a 7 year average; billed revenues are up 10% over projected, and an 11% decrease of received revenues due to no collection activity in response to the Governors State of Emergency declaration relative to the COVID situation.

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

Open spot for a water board member, resident rate payer, letter of interest to the Town Manager –
O’Neil reports he has spoken with Ellis whom is trying to find someone to fulfill the vacancy. O’Neil feels that the current COVID situation may be the underlying deterrent.

Finalize budget, capital and rates for FY 2022, presentation, discussion & vote (handout given, dated 1/15/2021) – Discussion is made relative to the rate model and scenarios discussed in previous meetings and advisement from Finance Director relative to projected revenues received (approx.. \$1M/yearly from the Vineyard Wind and Short-Term rental revenues). Milne states that Short-term rental revenues are divided between the Water Supply and Water Pollution Control Divisions and less than expected may be received. It is also stated that if Phase 2 is approved for the Vineyard Wind project, more monies could be received, resulting in a potential allowance of a rate decrease in coming years.

Finalize & vote on: –

- Proposed Operational Budget-FY 2022 in the amount of: \$4,815,610.00 (decrease of 6% from previous year, mainly due to payoff of loans from FY 2010)
- Capital Improvement Plan-FY 2022 in the amount of: \$1,700,000.00
- 7% rate increase which would enable the water system to be at a 4 month reserve in FY’2024. Retention of reserves is essential.

A motion is made and seconded to approve the Operational and Capital Improvement Plan budgets as presented.

VOTE: Unanimous in favor. The Operational and Capital Improvement Plan budgets are approved as presented.

A motion was made and seconded to recommend a rate increase of 7%.

VOTE: Unanimous in favor. The recommended rate increase will be 7%.

Lifting of the state of water supply conservation, discussion & vote – Keijser informs the board that the current State of Water Supply Conservation was put into place for the past 3 years due to the need for the Hyannis Water System to purchase water from neighboring towns, drought, etc. He adds that currently, with the new Maher Filtration Plant in operation and no longer needing to purchase water from neighboring water systems and drought status being lifted; there is no longer a need for this conservation and he recommends terminating the conservation. O’Neil additionally states that if a drought presents itself in the future, this will need to be revisited.

A motion was made and seconded to terminate the current State of Water Supply Conservation.

VOTE: Unanimous in favor. The current State of Water Supply Conservation is terminated.

Maher Filtration Plant, dedication plaque, follow-up (copy of plaque illustration distributed) – Keijser informs the board that the plaque is currently being manufactured.

Capital Project Update –

- New well exploration program, test well drilling is done, update – Keijser informs the board that the report is currently being reviewed by DPW Administration, and then will be dispersed to the board.

- Mass DOT Rte. 28 / Yarmouth Road Project, update – Keijser informs the board that casings will start being drilled next week under the railroad bed, then water main extension under the airport. He projects that they will start on railroad work on Route 28 come February.
- Mary Dunn 4, replacement well construction, Weston & Sampson, update – Keijser states that he is expecting the final well building design on the pump house, then it will go out to bid.
- Maher Filtration Plant, treatment for PFAS, 1, 4 Dioxane and Manganese & Iron, plant is operating and on-line – Keijser reports that the treatment plant is running during the day and being monitored while staff is present.
- COMM Permanent Interconnect on Longview Drive, update – Keijser informed the board that most piping is connected and current foundation work is being completed. He adds that once that is complete, the trailer will be moved to the foundation and building will be built.
- Independence Drive Project, water main looping from Attucks Lane to Home Depot Plaza, update – Keijser informs the board that he is hopeful for this work to be started in February.

Matters not reasonably anticipated by the chair – Holmes stated that Manny Roderick had passed away last week. He adds that him and his company has worked for the water system for many years and shares his expression of being grateful for Manny and his company’s constant support services. O’Neil states that a letter or card will be sent to the family. Keijser adds that he will draft a letter and send to board members for review.

Meeting was adjourned at 3:35 PM.

Respectfully submitted,

Marcia Sellitto

DPW, Water Supply Division –Administrative Assistant

Materials presented at meeting:

- Meeting Agenda January 19, 2021 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 12/15/2020 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- H.W.B. Monthly Report, December 2020 (*presented by:* Suez Water)
- FY '21 Pumping Projection spreadsheets, dated 1/8/2021 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection-FY'21, dated 1/8/2021 (*presented by:* Hans Keijser)
- Copy of Water Rate Model Update for Fiscal Year 2022 Rates, dated 1/15/2021, by Eric Callocchia-NewGen Strategies & Solutions (*presented by:* Hans Keijser)
- Copy of Termination of the State of Water Supply Conservation, dated 1/19/2021 (*presented by:* Hans Keijser)
- Copy of card received from Donna Tobey (*presented by:* Hans Keijser)