

A meeting of the Town of Barnstable's Barnstable Municipal Water Supply Board was held on August 16, 2023 at 5:00 PM remotely via ZOOM (as posted per instructions on the agenda) - "The August 16, 2023 meeting of the Barnstable Municipal Water Supply Board shall be conducted remotely and shall be physically closed to the public. Alternative public access shall be provided as set forth below.

ALTERNATIVE PUBLIC ACCESS

Remote access and participation, please utilize the Zoom video link or telephone number and access meeting code:

Join Zoom Meeting <https://townofbarnstable-us.zoom.us/j/82144359111>  
Meeting ID: 821 4435 9111, US Toll-free 1-888-475-4499

In attendance (On Zoom) were: Sam Wilson, Louise O'Neil, Amy Wrightson, and Timothy Stump.

Staff present (On Zoom): Hans Keijser, Supervisor, Water Supply Division, Mike Tieu, P.E., Senior Project Manager, Matt Wrobel, P.E., Project Engineer II – CWMP and Gordon Starr, Town Council.

Also present (On Zoom): Kevin Sampson from Veolia.

A quorum being present (On Zoom), Chair Wilson called the meeting to order at 5:04 PM.

Wilson takes a moment of silence in remembrance of the late Steve O'Neil, former chair of the water board.

A motion was made and seconded to approve the agenda with a postponement of the 7/18/2023 meeting minute's approval to next month's meeting.

**VOTE: Unanimous in favor. The Agenda is approved as amended.**

Operations Report –

Sampson informs the board about the following distribution tasks, contract obligations for preventative maintenance, distribution issues and water main breaks that were addressed and repaired in the month of July:

- Chlorination treatment was done at the Hyannis Port treatment plant to aid in the elimination of persistent bacteria issues at that location.
- Water main repair was completed on Locust Street.
- On-call service occurred for a leak located at #33 Bassett Lane. Issue was identified; staff shut-off the water to isolate the leak and advised the customer of their responsibility of repair.
- Staff shut down a water main at the former K-Mart plaza which was hit by contractor working in vicinity until contractor made repair, then water was restored.
- Water main leak was reported, evaluated and repaired at #720 Old Strawberry Hill Road.
- Water main valve (#153A) was replaced at the #108 Bearses Way location.
- Carbon exchange was conducted on the Straightway #2 lead vessel.
- Last hydrant replacement of contract year #14 was completed at the #25 Ripple Cove Road location.
- Annual flow tests and meter calibrations of source master meters was completed. This is required by the DEP (Department of Environmental Protection) annually to assure accurate readings.

Keijser informs the board that additional testing will be conducted to hopefully identify the cause of the back and forth detected coliform issue at the Hyannis Port well location. Wilson asks Sampson if the pumping numbers are where they should be; Sampson states, "Yes".

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

Capital project update by Mike Tieu, Senior Project Manager Water & CWMP (handout dated August 11, 2023 given) – Tieu and Wrobel review the following projects and progress as follows:

1. New well exploration program, update – there is no change from last meeting.
2. Pilot testing project Mary Dunn & Airport wells and Hyannis Port, Simmons Pond & Straightway wells- Mary Dunn pilot work is complete, there is no change from last meeting. DPW Engineering is proceeding with climate controlled GAC (granular activated carbon) enclosure of the carbon vessels located at the Straightway facility, with bid advertisement by the end of the month and award conducted two months after.
3. Lead Service Line Replacement – Contract Amendment #1 is being processed. Meeting with Kleinfelder and the town’s GIS department has been conducted for accurate data transfer. Sub-consultant continues compiling data.
4. Vineyard Wind / Phinneys Lane water main replacement project – there is no change from last meeting.
5. Route 28 / Yarmouth Road project –there is no change from last meeting.
6. Route 28 East sewer expansion project, water main extension – the water work portion of this project is scheduled to commence in October. It is expressed that the 3 valve cluster work is anticipated to be completed during the summer to avoid any water outages to the middle school upon school year start, expressing that their hopeful for work to be conducted during night or weekend hours. Wilson expresses his opinion relative to the contractor being receptive to weekend/night work and notification to customers about outages.
7. Ocean Street Water Main – there is no update since last meeting.
8. Mary Dunn 4 well building – there is no update since last meeting.
9. Mary Dunn 16” Transmission Main – the design is approximately 90% complete and has been sent to town engineer for review and anticipated submission to Mass DOT soon.
10. Mary Dunn Tank #1 Rehabilitation – 50% cost estimate was received and approved.

Zone 1 acquisition program, update – Keijser informs the board that he drafted the letter and is currently being reviewed by the water board sub-committee. Upon approval of draft it will be routed to proper town authorities and then mailed out to property owners of Zone 1 properties.

Name change of the Hyannis Water Board; update – Wilson informs the board that they are no longer called the Hyannis Water Board. He states that the town council voted in favor of the name change to the “Barnstable Municipal Water Supply Board”. He adds that the website and documents have been updated to note this change. He thanks the town manager, DPW director and town council for their expedited processing of this matter.

Reorganization – The board discusses organization of the water board. Wilson expresses his interest in retaining the position of chair; Wrightson expresses stepping down from the position of vice-chair and O’Neil expresses interest in obtaining the position of vice chair.

A motion was made and seconded for Wilson to retain the position of Chairperson of the Barnstable Municipal Water Supply Board.

**ROLL CALL VOTE: YES: Wrightson, O’Neil, Stump and Wilson. Wilson will retain the position of Chairperson of the Barnstable Municipal Water Supply Board.**

A motion was made and seconded for O’Neil to attain the position of Vice-Chairperson of the Barnstable Municipal Water Supply Board.

**ROLL CALL VOTE: YES: Wrightson, O’Neil, Stump and Wilson. O’Neil will attain the position of Vice-Chairperson of the Barnstable Municipal Water Supply Board.**

Wilson thanks Wrightson for serving and looks forward to working with O’Neil as vice-chair.

Review of uncollectible accounts and liens, vote (document dated 8/1/2023 given) – The board discusses the document of properties to be liened for uncollectible accounts. Keijser adds that only delinquencies from the last fiscal year can be liened.

A motion was made and seconded to lien the properties as presented.

**ROLL CALL VOTE: YES: Wrightson, O’Neil, Stump and Wilson. The properties presented are approved to be liened.**

Keijser informs the board that he will facilitate the board’s signature and forward the document to appropriate town authorities.

Straightway Water Treatment Plant, single plant option, 36M, discussion & vote (Copy of Straightway & Hyannisport Evaluation of Single Plant Option, by Kleinfelder, dated May 2023 present) – Keijser discusses the findings presented and suggested by the Kleinfelder report of a single plant at the Straightway area. He summarizes that this is the most cost and time effective option by building a new containment building enclosing the already existing equipment and carbon filtration units on site. He adds that an additional 1.5M (in addition to the current 1M already allocated) design monies plus 35.5M for construction will be necessary to provide a similar to, but larger plant to the current Harold Tobey Filtration Plant at the Maher location. O’Neil inquires where the funds would be obtained from. Keijser expresses that page 13 of the report displays the detail relative to the financials. Wrightson expresses that she found page 16 to be very informative and precise for details.

A motion was made and seconded to proceed with the single plant option (at the Straightway location) via the Kleinfelder report as presented.

**ROLL CALL VOTE: YES: Wrightson, O’Neil, Stump and Wilson. The single plant option (at the Straightway location) is approved.**

Review capital for FY 2025, draft plan discussion (CIP FY25 Rational, dated 8/9/2023 given) – Keijser reviews the handout with the board that outlines four Capital Improvement Projects totaling \$39,800,000 as follows:

1. Pipe Replacement and Upgrade Program, 1.5M
2. Water Supply Wells, Pump Station and Treatment Plant repair and upgrade program, \$200,000
3. Straightway Filtration Plant, Construction \$35,500,000
4. Mary Dunn Filtration Plant, Design, \$2.6M

Matters not reasonably anticipated by the Chair – none

Meeting was adjourned at 6:08 PM.

*Respectfully submitted,*

*Marcia Sellitto*

*DPW, Water Supply Division –Administrative Assistant*

Materials presented at meeting:

- Updated Meeting Agenda August 16, 2023 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- H.W.B. Monthly Report, July 2023 (*presented by:* Veolia)
- FY '24 Pumping Projection spreadsheets, dated 8/10/2023 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection-FY'24, dated 8/10/2023 (*presented by:* Hans Keijser)
- Pumping Record FY'17 thru FY'23, dated 8/3/2023 (*presented by:* Hans Keijser)
- Revenue Billed, history FY'17 thru FY'23, dated 8/3/2023 (*presented by:* Hans Keijser)
- Revenue Received, history FY'17 thru FY'23, dated 8/3/2023 (*presented by:* Hans Keijser)
- Copy of Capital Project spreadsheet, dated 8/11/2023, from Mike Tieu (*presented by:* Mike Tieu & Matt Wrobel)
- Copy of Barnstable Town Council Item# 2023-197, AMENDING THE ADMINISTRATIVE CODE, CHAPTER 241, ARTICLE III, MULTIPLE-MEMBER APPOINTIVE ORGANIZATION, § 241-38.A, HYANNIS WATER BOARD and SUMMARY, RE: Name Change Request for the Hyannis Water Board, second reading-dated 7/20/2023 (*presented by:* Hans Keijser)
- Copy of Certification of Water Supply Division accounts to be liened, dated 8/1/2023 (*presented by:* Hans Keijser)
- Copy of Update to November 2021 Pilot Study Report: Straightway & Hyannisport Evaluation of Single Plant Option, Town of Barnstable Department of Public Works, dated May 2023 (*presented by:* Kirsten Ryan, Kleinfelder)
- CIP FY25 Rational, dated 8/9/2023 (*presented by:* Hans Keijser)
- FY '24 Pumping Projection spreadsheets, dated 8/10/2023 (*presented by:* Hans Keijser)
- Newspaper Clippings (*presented by:* Hans Keijser)