

A meeting of the Town of Barnstable's Barnstable Municipal Water Supply Board was held on September 17, 2024, at 5:00 PM remotely via ZOOM (as posted per instructions on the agenda) - "The September 17, 2024, 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/86970074575>

Meeting ID: 869 7007 4575, US Toll-free 1-888-475-4499

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

Staff present (On Zoom): Hans Keijser, Supervisor, Water Supply Division, Matt Wrobel, P.E., Senior Project Manager-Water & Sewer, and Tyler Gilman, P.E., Project Manager.

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

A quorum being present (On Zoom), Chair Wilson called the meeting to order at 5:03 PM.

Chair Wilson states, "This meeting is being recorded and broadcast on the Town of Barnstable's Government Access Channel. In accordance with Massachusetts General Laws Chapter 30A, Section 20, the Chair must inquire whether anyone else is recording this meeting and, if so, to please make their presence known." None being heard; none is noted.

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 8/20/24 meeting minutes.

VOTE: Unanimous in favor. The 8/20/24 meeting minutes are approved.

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 August:

- A carbon exchange was completed on the Maher #3 lead vessel.
- Water main leak was reported at the Harbormaster's building and found to be on the customer side. The harbormaster will contact a leak detection company to locate the leak.
- A leak was reported, located and repaired by a cut and cap of an old, abandoned service line at the #15 Barnstable Road location.
- A pump and motor were replaced at the Hyannis Port Treatment Plant.
- A water leak call was received, investigated and found to be on the customer's side of responsibility for repair at the #153 Bacon Road location. Customer contacted an approved contractor to make the repair the following day.
- A call was received of water bubbling up in the parking lot of the Cape Cod Five bank location. Upon investigation, it was found to be from an irrigation line; the customer contacted a contractor who made repair that evening.
- A new service line was installed at #246 5th Avenue and the old service was cut and capped.

- Another leak call was received for the Cape Cod Five bank building location where the leak was reported towards the property line. Upon investigation, it was found to be from an old service that came from the neighboring building. The owner of the building was notified and has planned to contact a contractor to make necessary repairs.

Wilson questions the larger decrease in revenues and inquired if this was due to a seasonal flux. Keijser explained that the revenue numbers seem a bit varied due to the switching of the fiscal years and reporting procedures and expresses that this is normal, and the numbers will even out.

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

Capital project update by Matthew Wrobel, Senior Project Manager (handout dated September 12, 2024, given) – Wrobel and Gilman review the following projects and progress as follows:

1. New well exploration program, update – Wrobel reports that all work continues to be on hold until further notice.
2. Pilot testing project Mary Dunn & Airport wells – No change since last meeting.
3. New Straightway Water Treatment Facility (WTF) and Replacement of the Hyannis Port & Simmons Pond wells – Wrobel reports that Kleinfelder continues on the 60% design and projects receipt of the submittal by 9/20/2024. He adds that they are also in preparation of applications for Site Plan Review and DWSRF required documentation.
4. Lead Service Line Replacement – Wrobel reports that due to a low survey response rate from customers, Kleinfelder will be unable to utilize the learning software to potentially predict the potential lead areas. He also states that Kleinfelder and their subconsultant will be offering onsite assistance for customers relative to the completion of the survey which will entitle them to a credit on their water bill. A schedule of assistance dates and times will be disclosed to DPW Engineering to utilize when calling customers who need to fully complete the survey.
5. Route 28 / Yarmouth Road project – No change since last meeting.
6. Route 28 East sewer expansion project, water main extension – Water work is complete, DPW as-builts have been completed and submitted to GIS for record retention process.
7. Ocean Street Water Main – Design is 100% complete; Bid opening is scheduled for 9/11/2024.
8. Mary Dunn 4 well building – Gilman reports the emergency shower has been approved and is being added by Weston & Sampson. He adds that the first pay requisition has been approved for payment for various start-up tasks.
9. Mary Dunn 16” Transmission Main – Wrobel states that the IFB is projected to go out in approximately 1.5 months.
10. Mary Dunn Tank #1 Rehabilitation – Wrobel states that the IFB is projected to go out in the first or second week of October.

Review Capital for FY 2026 (handout given) – Keijser reviews the following recommended Capital Improvement Projects for FY26:

1. Pipe Replacement and Upgrade Program, \$1.5M
2. Water Supply Wells, Pump Station and Treatment Plant repair and upgrade program, \$200,000
3. Hyannis Port and Simmons Pond Wells relocation and upgrade, Construction, \$3M.

Wilson asks if the 1.5M for the Pipe Replacement and Upgrade Program is proving to be adequate to supply the funds needed; Keijser recommends staying at the 1.5M for now but advises revisiting it in about 2 – 3 years.

Review of uncollectable account and liens, update – Keijser informs the board that the one account in question last meeting has been researched and was found to be a new owner who has yet to come forward to have the water turned on at the location. Keijser added that Veolia’s Office Manager, Glosson, has currently tried to reach the new owner and has since learned that they are on vacation. The owner stated that they will pay the bill upon their return from vacation; no response from the customer has been received.

Flyer to help identify water service line material for targeted customers, credit on water bill, follow-up – Keijser shares that he is disappointed in the low response rate from the customers. O’Neil asks what the deadline date is for the information to be submitted. Keijser states that October 16, 2024, is the deadline and adds that he is confident that the deadline will be met.

Next generation, “at-large” youth water board member, follow-up – Wilson shares with the board that he met with the youth commission representative a week or so ago and they will be bringing this topic up at their next meeting. He adds that they showed great enthusiasm and felt it was a great opportunity for students. Wilson states that he may need Keijser to give a presentation to the Barnstable High School students relative to this opportunity; Keijser concurs.

Fall, open house for the general public and water plant tour, Saturday, October 26th, 9:00 am, 11:00 am, 1:00 pm, proposal and discussion – The board discusses the proposed dates and times for the tours; Wilson states he can participate in the 9 & 11 am and asks the other board members for their availability. Ehart states he will be out of town and can not participate. O’Neil and Wrightson state they are available for whatever may be needed. Keijser adds that he is available and will need another participant for the 1:00 pm time slot.

Matters not reasonably anticipated by the Chair – Wilson states to remind the board that the next board meeting will be “in-person” at the Selectman’s Conference Room at the Town Hall building at the time change starting at 6 p.m. instead of 5 p.m. due to room availability. He adds that the meeting will be longer in duration due to the discussions relative to the rate model options and presentations given by the Finance Department. Keijser informs the board that the Finance Report will be presented by Markwell and not Milne and also states that Callocchia (rate model consultant) may have to attend remotely via Zoom, due to travel restrictions. O’Neil inquires if the state has determined a level of “drought”, Keijser states that no notification has been received.

Meeting was adjourned at 5:58 PM.

Respectfully submitted,

*Marcia Sellitto
DPW, Water Supply Division –Administrative Assistant*

Materials presented at meeting:

- Meeting Agenda September 17, 2024 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- Meeting Minutes for approval 8/20/2024 (*presented by:* T.O.B.-DPW, Water Supply Div.)
- B.M.W.S.B. Monthly Report, August 2024 (*presented by:* Veolia)
- FY '25 Pumping Projection spreadsheets, dated 9/10/2024 (*presented by:* Hans Keijser)
- Billed and Received Revenue Projection-FY'25, dated 9/10/2024 (*presented by:* Hans Keijser)
- Copy of Capital Project spreadsheet, dated 9/12/2024, from DPW (*presented by:* Matt Wrobel & Tyler Gilman)
- Copy of CIP FY26 Rational, dated September 12, 2024 (*presented by:* Hans Keijser)
- Newspaper Clippings (*presented by:* Hans Keijser)