

A meeting of the Town of Barnstable's Hyannis Water Board was held on October 14, 2008 at 3:15 PM in the Growth Management Conference Room, Town Hall, 367 Main Street, Hyannis, MA.

In attendance were Deb Krau, Skip Simpson, Peter Cross and Rebecca Baxter.

Staff present were Hans Keijser, Supervisor, Water Supply Division, R.W. "Bud" Breault, Jr., Assistant Director, Johanna Boucher, Purchasing Agent, and Denise Geoffrion, DPW Adm. Asst.

A quorum being present, Chair Krau called the meeting to order at 3:25 PM.

The Agenda was approved.

The minutes of the September 9, 2008 meeting were approved as written.

Krau reviewed the Subcommittees and asked members to plan to provide updates at a future meeting. Perhaps the subcommittee tasked with replacing the fire fees might determine a scope of study. The water tank siting subcommittee will meet with Ells.

The November meeting falls on a holiday and will be rescheduled to November 18, 2008.

Johanna Boucher said the RFP for contract operations is due on October 31 and interviews are tentatively set for November 10. The Board reviewed the addendum to be issued. Several points were clarified and/or corrected in the draft and goals were established.

A Selection Committee needs to be appointed. Boucher will ask Allen Goddard if he would like to participate. Staff will be non-voting, although they can be made voting members. It was suggested that another water district operator be asked to participate in the process. Boucher reviewed the process for reviewing the proposals. After a brief discussion, the tentative timetable was pushed out one week, but remains subject to change.

The Board moved on to a discussion of the recommendations for fees and rates for FY2010. Krau said there has been no firm response from the Town Manager as to what increase might be acceptable. Keijser said Ells asked him to convey to the Board that up to an 8.75% increase is good. Krau wants to discuss the 8.75% increase without discussing mitigation, at this time.

The 8.75% rate increase is needed in order to meet the goals established for the capital program. Cross and Baxter are in favor of the increase. Simpson questioned the monthly service charge. Cross wants to change the name to infrastructure charge. He said it is a fire flow maintenance charge, not an administrative charge. Cross said this can be part of the replacement of the hydrant charge. Simpson thinks most income should come from water usage and that continual annual increases will eventually make these monthly charges disproportionate to water usage.

A Motion was made to recommend rates be increased by 8.75% in order to provide for a pipe replacement capital improvement program. The Motion was seconded.

VOTE: Unanimous.

Keijser will find out if the monthly service charge name can be changed, it might have been set during the rate hearing. He will find out what was original spirit and intent.

The discussion moved to the Fees. Krau said that if they are increased by 5.75% it will result in an additional \$3,465, based on this year's activities. If the fees are set at 8.75%; \$5,191 more per year could be collected. Simpson suggests leaving alone the fees. Cross suggested rounding them, he is not willing to leave them alone. Baxter is unsure – this is hitting the same people with increases.

A Motion was made by Cross to round fees down to the nearest dollar to keep the rate increase under 8.75%. The Motion was not seconded.

A Motion was made by Simpson to leave fees the same. The Motion was not seconded.

Krau suggested an amendment leave turn on/off fees at the current rate is and raise the rest of the fees. Cross feels the cost of putting truck out on the road justifies the fee increase. The Motion was not seconded.

A Motion was made by Krau to propose for FY 2010 that excepting the turn on/off fee and all system development charges, the fees should be increased by 8.75%, and rounded down to the nearest dollar. This Motion was seconded by Baxter. Cross questioned the system development charges. Krau said these were not planned to be increased.

VOTE: Aye: Cross, Baxter Krau
 Nay: Simpson

The Board discussed mitigation. Krau suggested that if any is collected, the Board will adjust the fees and rates accordingly. Cross does not think we should count on mitigation except when the check is in the bank. Simpson agrees that we should look at it as bonus money, and not a rate reduction tool. The Board agrees that mitigation should be used for future capital improvements, not for rate reduction.

Collections – Keijser said collections of past due commercial accounts is done, and they are moving to residential shut offs. Keijser said there has been 100% collection on commercial accounts, very successful, people are paying and collection activities will continue as a routine. For collection of residential past due accounts, he decided to start with over those accounts over \$1000 and 120 days past due, about 14 customers, starting next week. Krau said the Board members should touch base with their Town Councilors, the names are privileged information, but let them know should they get any calls. There will be a statement of hardship included in the notices. As money is collected they will work down to the lesser amounts and overdue times.

The Board reviewed the Operations Report.

Keijser will follow up on an amendment to the Administrative Code to allow for liens to be placed on properties delinquent in paying their bills.

There being no further business, the meeting was adjourned at 5:40.

Respectfully submitted,

Denise Geoffrion