

NORTH SAGAMORE WATER DISTRICT MEETING
MINUTES FROM THURSDAY, MARCH 16, 2017

The North Sagamore Water District Board of Water Commissioners meeting was held on Thursday, March 16 at 6:00 pm at 14 Squanto Road, Sagamore Beach, MA. The meeting was called to order by Chairperson Sala at 6:00 pm.

The following individuals were present at the start of the meeting: Commissioner George Sala, Commissioner Mark Melchionda, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Mike Ohl and Kristen Berger from Comprehensive Environmental and District resident John Blaauw. Assistant Superintendent Geoff Ray arrived late. Commissioner Mark Bergeron was not able to attend.

COMPREHENSIVE ENVIRONMENTAL INC. – NORRIS ROAD TANK REHABILITATION PROJECT OVERVIEW

Mike Ohl and Kristen Berger engineers from Comprehensive Environmental presented plans and specs for the Norris Road tank rehabilitation project. District resident, John Blaauw, whose daughter lives on Norris Road, attended the presentation. The engineers displayed photos showing the current condition of the tank. They explained the top coat on the tank has failed and the primer is showing through. The tank itself is still in good shape. Painting the tank will prevent further deterioration. The water will be drained from the tank and it will be fully enclosed in a containment shroud.

Mr. Blaauw asked if there would be environmental people on sight. The engineers explained there will be an inspector (who works for the engineering firm) on sight full time to make sure the painting is contained. During the project the tank will be offline but service will not be disrupted. The project hours will be 7:00 or 7:30 am - 4:30 pm, Monday through Saturday. The project is very weather dependent. Residents should expect some general noise mainly from the compressors. The project will begin around mid-September and should last about 2 months. Mr. Blaauw asked about paint fumes. The engineers said they have never had any complaints about fumes and that the VOC's on paint have greatly improved. The containment shroud will stay in place throughout the project. The painters are responsible to clean up any paint that may escape the shroud. The contractor is required to have an insurance policy to cover any damage should it occur. The information regarding the project will be available at the District office if residents would like to review it.

There was a discussion regarding a shed which is partially on District land. Superintendent Sawicki said he spoke with the homeowner and asked them to move the shed by August. The engineers said there is enough room to do the work without moving the fence which is on the property as well. The engineers will attend the Annual District Meeting on April 12 and will be available to answer questions. The engineering plans and specs will be finalized in mid-May. The project will be put out to bid in June. Commissioner Sala recommended the District have attorney Troy review the contract beforehand. The engineers are still working on the design plan for the interconnection.

DISCUSSION AND POSSIBLE VOTE ON 15 FISHER LANE

The Board met with Chris Ellis, who is representing the owners of 15 Fisher Lane, regarding the irrigation system on the property. After some discussion the Board suggested the homeowners pay ½ the amount of the outstanding water bill. Commissioner Melchionda said if the service remains active the irrigation will have to be turned off seasonally and the meter pulled. Superintendent Sawicki said a backflow device needs to be installed before the service is turned on. He recommended if the house and irrigation services remain separate, they should be billed separately with separate service charges. Mr. Ellis said he will give the information to the homeowner and let the Board know what the homeowner decides.

APPROVAL OF MEETING MINUTES DATED 2/16/17 AND 3/6/17

Commissioner Melchionda made a motion to accept the meeting minutes dated 2/16/17 as written. The motion was seconded by Commissioner Sala. The motion was accepted. Commissioner Melchionda postponed the approval of the meeting minutes dated 3/6/17 due to the absence of Commissioner Bergeron and because Commissioner Sala was not present at the 3/6/17 meeting.

DISCUSSION ON BEACH WELL ZONE 1

Superintendent Sawicki explained the beach well zone 1 map located on Mass GIS is incorrect. Once corrected, it will also be necessary to delineate zone 2. The Superintendent presented the Board with a letter which will be sent to residents who live within zone 1 regarding information about ways they can help protect the water supply.

The discussion was tabled at 7:07 pm because the Superintendent and Assistant Superintendent had to leave the meeting to investigate an alarm. The Board moved on to the next agenda item.

DISCUSSION AND POSSIBLE VOTE ON PERSONNEL POLICIES

There was a discussion about increasing the Superintendent's salary, allowing him to be paid overtime or giving him comp time. After some discussion the Board decided to increase the Superintendent's salary and pay overtime for on-call weekends and emergency calls. The position will still be considered a salaried position. Commissioner Melchionda made a motion to increase the Superintendent's salary to \$78,284.56 for FY18 and pay overtime for emergencies and weekend duties effective immediately. Commissioner Sala seconded the motion. The motion was accepted.

DISCUSSION AND POSSIBLE VOTE ON FY18 BUDGET

Superintendent Sawicki asked the Board about borrowing funds for the Norris Road tank rehabilitation project. After reviewing the numbers, the Board agreed the District should borrow \$150,000 with a 3 year term. The Overtime line item will be increased to \$28,000, the Reserve Account line item will change to \$7,000 and the Other Insurance line item will change to \$2,000. Commissioner Melchionda made a motion to approve the proposed FY18 budget

with the changes as noted. Commissioner Sala seconded the motion. The motion was accepted.

Commissioner Melchionda made the motion to approve the proposed FY18 articles 4, 5, 6, and 7 pending the changes which were discussed. Commissioner Sala seconded the motion. The motion was accepted.

SUPERINTENDENT'S REPORT

The Superintendent presented the Board with the proposal for the emergency contractor which he will send to 3 companies on the Barnstable County bid list. There will be a \$10,000 minimum for this contract.

A 6" fire line service is being installed at 141 State Road.

According to the Water Management Act, the groundwater level may be below the trigger point as of 5/1/17. If the level stays below the trigger point a mandatory water ban will be necessary as of 5/1/17.

The property at 864 Scenic Highway (hotel, restaurant and house) currently shares one service. The owners would like to have individual services installed for each building. The Board indicated the owner will have to pay for 2 new services (connection fees/service installation fees).

A draft copy of the Annual District Meeting warrant was given to the Board. There was a discussion about including the motions on the warrant.

The District has saved \$2,300 so far this year with credits from the solar array.

TREASURER'S REPORT

Treasurer Fruci updated the Board regarding past due January water bills. As of this date there are 149 accounts with outstanding balances totaling \$30,701.62. Certified shut off notices will be sent out next week.

The Department of Revenue approved the District tax rate for Sandwich at \$.91.

There was a discussion about opening a system redevelopment account to be used for future development of the District. Connection fees would be deposited into this account or into the existing stabilization account. The Board agreed either is fine.

The Treasurer gave the Board some information regarding the new HSA health plans. The Board needs to decide if they want to offer these plans in FY18.

ANY OLD/NEW BUSINESS THAT MAY LEGALLY COME BEFORE THE BOARD

Commissioner Sala recommended the Superintendent send a procedure letter to the fire department asking them to notify the District if there is a fire or they open hydrants etc.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The next monthly meeting will be held on Wednesday, April 12, 2017 at 6:00 pm (1 hour before the ADM).

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 8:14 pm. Commissioner Sala seconded the motion. The motion was accepted.

Respectfully submitted,

Maureen Fruci, District Clerk