

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES APRIL 25, 2018

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, April 25, 2018 at 5:45 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Chairperson Mark Bergeron called the meeting to order at 5:46 pm.

Those in attendance at the start of the meeting were: Chairperson Mark Bergeron, Commissioner Mark Melchionda, Commissioner George Sala, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Assistant Superintendent Geoff Ray and District resident Stephen Mealy.

APPROVAL OF MEETING MINUTES DATED 3/20/18

Commissioner Sala made a motion to approve the meeting minutes dated 3/20/18 as written. Commissioner Melchionda seconded the motion. The motion was accepted.

DISCUSSION & POSSIBLE VOTE ON FY19 BUDGET

Superintendent Sawicki presented the Board with the proposed FY19 budget and explained the numbers had not changed from the last meeting. However free cash was certified at a higher amount than estimated therefore the tax rate will increase overall, but less than originally expected. Commissioner Melchionda said it is important to try and keep the tax rate stable going forward if possible. Commissioner Melchionda made a motion to accept the finalized FY19 budget. Commissioner Sala seconded the motion. All Board members were in favor.

DISCUSSION & POSSIBLE VOTE ON FY19 CAPITAL ARTICLES

There was a discussion regarding the capital plan. Commissioner Melchionda suggested perhaps moving the new well research/engineering project from FY23 to FY20. The Superintendent said he will include it as part of the FY20 budget discussion. Commissioner Sala mentioned the Town of Bourne is slated to pave Phillips Road in 2021. Superintendent Sawicki said at this time the Phillips Road water main project is scheduled to begin after the treatment plant loan is paid off in FY24. The Superintendent said perhaps the District can do the Bourne section of Phillips Road first. He asked Commissioner Sala if the District can get figures from the Town of Bourne regarding backfilling and paving and then he will be able to get a cost estimate for the project.

Commissioner Sala made a motion to accept the capital articles including the light duty truck, filter plant/media rehab and meter upgrades totaling \$590,000. Commissioner Melchionda seconded the motion. All Board members were in favor.

DISCUSSION OF CAPACITY ANALYSIS PREPARED BY COMPREHENSIVE ENVIRONMENTAL INC.

There was a discussion of the capacity analysis report prepared by CEI. The Superintendent suggested the Board take time to read the report and discuss it at the next monthly meeting. CEI engineers Kristen Berger and Mike Ohl will be present at the next meeting to answer questions. The Board suggested waiting until after that meeting to release the report to the developer.

SUPERINTENDENT'S REPORT

Superintendent Sawicki informed the Board the Church Lane well is back together and we are awaiting a clean bacteria sample. The total cost for the project was \$29,640 including two change orders for casing and extra redevelopment costs to get the well back to its original capacity. The well will continue to lose capacity due to the amount of iron in the water and will have to be cleaned again in 3 years. Commissioner Melchionda suggested perhaps using a different type of cleaning. The Superintendent explained each company has a different proprietary cleaning method. He will have to research how to bid that project.

The Bournedale tank was inspected. It's going to need some maintenance in the future but It's not something that needs to be done immediately.

Flushing is going a bit slower this year. Three quarters of the main zone has been done and will be complete by the end of next week. Flushing of the booster zone will begin at that time.

The replacement of the Norris Road transfer switch is complete.

GZA engineer Tom Sexton contacted the District regarding a coastal residual grant - an exploratory grant which could provide ways to protect the beach well from rising water during storms. The District would need to match 15% in kind services. The Superintendent will find out what GZA's fee would be.

There was a brief discussion regarding the Norris Road tank site. The Superintendent will check the contract to see if Worldwide Industries had a line item in their price for site restoration. The area needs loam and seed. Commissioner Melchionda asked if final soil samples are in. Superintendent Sawicki will find out.

TREASURER'S REPORT

Treasurer Fruci informed the Board certified letters were mailed on 4/18/18 to 69 customers with past due amounts from January water bills.

Free cash was certified by the DOR on 4/2/18 – Town of Bourne - \$260,769 and Town of Sandwich \$35,559 – totaling \$296,328.

The FY17 audit is almost complete. The auditor is waiting for the legal letter from the District's attorney.

The office copy machine has been requiring maintenance over the last couple of weeks. The machine is a 2004 model. The Treasurer will get prices for purchase and lease options.

Consultant Teresa Johnson will be in on 4/30/18 to continue working with the Treasurer.

OLD BUSINESS

None

ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING

None

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

Commissioner Sala said there is a new state law that now requires towns and municipalities to follow OSHA rules. At some point all supervisors will have to be OSHA trained. There will be classes held at Bourne DPW offered through Barnstable County if there are at least 35 participants. The Superintendent explained the District has an excavation policy and a trench box. Commissioner Sala recommended the District have a safety manual. He will provide a copy of Bourne DPW's safety manual for reference.

The next meeting date is scheduled for Wednesday, May 16, 2018 at 4:15 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 6:36 pm. Commissioner Sala seconded the motion. The motion was accepted.

Respectfully submitted

Maureen Fruci
District Clerk