**NORTH SAGAMORE WATER DISTRICT**

**MEETING MINUTES MARCH 20, 2024**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, March 20, 2024 at 3:00 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Commissioner Bergeron called the meeting to order at 3:00 pm.

Those in attendance at the start of the meeting were: Chairperson Mark Bergeron, Commissioner Mark Melchionda, Commissioner Steve Mealy, Superintendent Eric Hillstrom, Treasurer Maureen Fruci, Assistant Superintendent Manny Pacheco, Field Technician Jon Devine, and Assistant Treasurer Chey Phillips.

**MEETING MINUTES DATED 2/12/24**

Commissioner Mealy asked for one change to the meeting minutes in the discussion and possible vote on bid for Cape View Way project section. It should read: After reviewing the bid documents, the Attorney General felt as if it was not significant, and the Superintendent explained it should not be a deterrent from awarding Dig It the job. Commissioner Melchionda made a motion to approve the meeting minutes dated 2/12/24 with the change as noted. Commissioner All Board members were in favor.

**FY25 PROPOSED BUDGET**

Treasurer Fruci explained to the Board that the expended numbers for FY24 had been updated as of 3/19/24. She told them that she and Superintendent Hillstrom are working with former Superintendent Matt Sawicki in order to better understand the spreadsheets he had created.

Superintendent Hillstrom explained that they had made some small changes to the operating budget including raising the protective clothing line by $1200. They also raised the employee licensing amount by $350 based on the projected new employee coming on. Commissioner Melchionda also noted that the engineering line item increased by $10,000.

Treasurer Fruci informed the Board that free cash had not been certified yet.

Commissioner Melchionda pointed out that one of the things he noticed that wasn’t in the budget was a new District truck. There was a brief discussion about what kind of truck that should be considered for a replacement. There was a discussion about the projects included in Capital Improvements. Assistant Superintendent Manny Pacheco told the Board the tank ladder, rehab for two District tanks, as well as fixing the office porch were things on the list.

The Board reviewed the budget line by line and made adjustments.

Treasurer Fruci informed the Board that health insurance rates had increased 8% but the spreadsheet already built in an extra 15% in the event of any increases.

**SUPERINTENDENTS REPORT**

Superintendent Hillstrom informed the Board that CC Construction had fixed the outstanding issue on 1 Sandcastle and he had released pay req 4. He explained that paving was discussed

-2-

with CC, and as of the latest correspondence they planned on the final paving for Brady Road and Tecumseh Road in mid-April.

The Superintendent explained that he had received a call from a conservation agent regarding the trash on the bogs at 0 Church Lane. He also told them that the bog owner, John Godutti, had also reached out to him inquiring if the District wanted to buy the property. There was a discussion about the trash on the property and the Superintendent informed the Board that the District had cleaned the property in the past.

**TREASURER’S REPORT**

Treasurer Fruci informed the Board that the District sent out 277 reminder letters on 3/5/24. The due date in the letters was today, 3/20/24. She told them that certified letters will be mailed in early April to those accounts that still had outstanding balances.

The Treasurer announced that there were new insurance rates. She explained that health insurance plans increased by 8%, however there were no changes to dental or vision plans. She told them that open enrollment was in the next month or so.

Commissioner Melchionda asked when the conflict of interest training for the state is due. The treasurer told him it should be completed by the end of the month.

**COMMISSIONERS COMMENTS AND SELECT NEXT MEETING DATE**

Commissioner Bergeron commended District personnel that worked on the budget on a job well done. Treasurer Fruci told him it was a group effort.

The next monthly meeting will be on 4/24/24 at 3:00 pm. Commissioner Bergeron will plan to join that meeting remotely.

There will be a Board meeting on 5/15/24 at 5:00 pm preceding the annual meeting that beings at 6:00 pm.

**ADJOURN**

Commissioner Melchionda made a motion to adjourn the meeting at 4:43 pm. Commissioner Mealy seconded the motion. All Board members were in favor.

Respectfully submitted,

Chey Phillips