

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES APRIL 11, 2023

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Tuesday, April 11, 2023 at 4:15 pm at the North Sagamore Water District office, 14 Squanto Road, Sagamore Beach, MA.

Those in attendance at the start of the meeting were Commissioner Mark Melchionda, Commissioner Mark Bergeron, Moderator Stephen Mealy, Superintendent Matt Sawicki and Treasurer Maureen Fruci. Commissioner George Sala joined the meeting remotely.

Chairperson Mark Melchionda called the meeting to order at 4:15 pm with a roll call attendance: Commissioner Sala - yes, Commissioner Bergeron – yes, Commissioner Melchionda - yes. one member not present.

APPROVAL OF MEETING MINUTES DATED 3/13/23/DEFER APPROVAL OF MEETING MINUTES DATED 3/15/23

Commissioner Sala made a motion to approve the meeting minutes dated 3/13/23. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Bergeron – yes, Commissioner Melchionda – yes. The approval of the meeting minutes dated 3/15/23 was deferred.

DISCUSSION & POSSIBLE VOTE ON FY24 PROPOSED BUDGET

Superintendent Sawicki provided the Board with the updated proposed FY24 budget which shows the 4% cost of living adjustment. In addition, he said that in light of the fact the Assistant Treasurer will be coming on Board full-time in FY24 he would like the Board to consider increasing the salary for that position. He said that based on the fact the Board was considering hiring a full-time laborer with no experience at \$50,000/year he asked the Board to consider raising the salary for that position to that range. After some discussion the Board agreed the salary should be increased. The Board approved an increase to \$24.09/hour for the Assistant Treasurer position. Commissioner Sala said he would like to see a treasurer's certificate in the District.

The Superintendent said he recommends making the Assistant Treasurer a salaried position rather than hourly because it is an administrative position. Additionally, there won't be much need for overtime. He suggested it would be a good incentive for the position. After a brief discussion the Board said for now the position should remain hourly.

Superintendent Sawicki mentioned the FY24 budget includes an estimated first long term debt interest payment of \$60,000. He said the amount will change because at this time the District doesn't know exactly how much money will be borrowed or the interest rate.

Commissioner Melchionda suggested moving the Phillips Road water main project to FY25. He said he feels the District will have too many projects going on at the same time and there will be a lot of liability on the books. Superintendent Sawicki said he thinks adjusting the starting date for the Phillips Road water main project until the Norris Road portion is complete will help ease the load on the District. Additionally, he found an inspector who will be onsite daily for the Phillips Road project. He suggested both of those things will be really helpful. However, he said ultimately it is the Board's decision. Commissioner Bergeron said he would be in favor of moving the project out a bit. Commissioner Melchionda asked if there is an advantage if both the Norris Road and Phillips Road projects are part of the same bid? The Superintendent said yes. He said that with the changes they've made he feels it's doable.

The Board decided to hold off on making a decision regarding these projects until after the meeting with the District's financial advisor on April 26, 2023.

DISCUSSION & POSSIBLE VOTE ON FY24 PROPOSED CAPITAL ARTICLES

The Superintendent told the Board free cash was approved at \$332,680 which is higher than anticipated. He reviewed the proposed FY24 capital articles with the Board: District Property Maintenance – transfer \$100,000 from free cash, Phillips Road/Norris Road – total \$3,025,000 - borrow \$2,750,000, raise \$150,000, transfer \$125,000 from free cash, Stabilization – transfer \$50,000 from free cash. The Superintendent told the Board he thinks the numbers for the Phillips Road/Norris Road project may come in lower than expected. Both water mains will be bid as one project.

Superintendent Sawicki explained that with the proposed changes there will be an increase to the overall operating budget of approximately 10%, which translates to an increase of approximately \$84.00 per household in Bourne and \$142 per household in Sandwich based on property valuations. He said unfortunately there will be greater increases over the next 5-6 years between rates and taxes. Commissioner Sala said it is a really tough budget and said the Superintendent has done a great job with it. He said as far as the Phillips Road/Norris Road project is concerned he doesn't see prices going down any time soon. He said if the projects are bid together the District will more likely get a better price. The Superintendent reiterated, the changes that were made at last month's meeting definitely will help. He explained the Norris Road transmission line will be trenched and can be started a bit earlier. The Phillips Road water main will not begin until October 1st. Commissioner Melchionda said it will be best to wait until after the meeting with the District's financial advisor to make the decision about these projects.

DISCUSSION & POSSIBLE VOTE ON FY24 ANNUAL DISTRICT MEETING & WARRANT

The Superintendent told the Board the draft warrant is currently being reviewed with bond counsel because there is certain language that will be needed for the bonding process. The draft warrant will then be sent to Attorney Bob Troy. Commissioner Bergeron made a motion to accept the Annual District Meeting Warrant pending counsel approval. Commissioner Sala seconded the motion. Roll call vote: Commissioner Sala – yes, Commissioner Bergeron - yes, Commissioner Melchionda - yes.

DISCUSSION & POSSIBLE VOTE ON RATES & REGULATIONS – NEW WATER SERVICES

Superintendent Sawicki told the Board he would like to see all new water services be installed by the applicant going forward. He said this change will save the District money. In addition, the connection fee of \$2,500 and the service installation fee of \$1,200 will now be combined into one fee of \$3,700 payable at the time of the application. The District's Rates and Regulations will be updated to reflect this change. The Superintendent also said he would like to more closely follow Regulation #1 and have the Board review and approve all new services 30 days prior to any action being taken. Commissioner Bergeron made a motion to accept the revised District Rates and Regulations with the changes as discussed and dated 4/11/23. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Bergeron – yes, Commissioner Melchionda – yes.

DISCUSSION & POSSIBLE VOTE ON NEW EPA REGULATIONS FOR PFAS IN DRINKING WATER

The Superintendent said he has attended several meetings and classes pertaining to the new EPA regulations. He said there are 6 new regulations that are very strict. He is particularly concerned about the regulation about PFOA's because the Beach Well levels (3.18 ng/l) are getting close to the mcl (4.0 ng/l). If those numbers climb it could be an issue. He said there isn't anything the District needs to do at this time. However, he explained the EPA regulations could possibly be in the books by the end of the year and then states will have 2 years to mirror the EPA regulations. Samples are taken at the treatment plant every 3 years and the beach well is tested in April every year because those numbers are higher than the treatment plant.

Commissioner Bergeron asked if there is anything the District can do to improve the situation. The Superintendent said maybe a charcoal filter in the future. He explained the beach well existed before the regulations were established so it was grandfathered in. Additionally, the District doesn't own all of Zone 1. He said there are letters the District can send to those homeowners, but it isn't something the District can enforce. Those issues would have to go through the Town's Zoning Enforcement Officer. Commissioner Melchionda said he would like to see drains on the auto repair shops in the District. The Superintendent said he tries to work with the customers. Mr. Mealy suggested the District send this information to the Town Administrator. Commissioner Sala said he fully agrees with Mr. Mealy. He said it is a good idea to have a paper trail. The building owner should be contacted, then the Building Inspector and then the Town Administrator. Superintendent Sawicki said it is important to protect Zone 1 and Zone 2.

SUPERINTENDENT'S REPORT

Superintendent Sawicki provided the Board with the new pumping figures. He said the numbers are a bit higher because it's been dry lately. A capacity tracking analysis was also given to the Board. Currently there is 7,240 gallons of water per day available based on the District's Capacity Policy.

There was a discussion regarding the most recent plan submitted by Hebb Builders for the Wildwood Lane condos. The Superintendent said there is a discrepancy with this plan and it looks like they have added additional bedrooms. The Board initially approved a 48 unit/87 bed condominium project. The plan now shows a 48 unit/96 bed project. In addition, a water main was moved and one of the septic systems is less than 10' from the water main. These changes also make a change in the approved capacity and groundwater discharge. These changes seem to have gone unnoticed by the town of Bourne as well. Commissioner Melchionda said the District should not approve anything until the town of Bourne and the District are on the same page. Mr. Mealy asked if Hebb Builders went before the planning board. Commissioner Melchionda said yes, however, Hebb Builders changed the plans. Mr. Mealy suggested the plan review should be sent not only to Hebb Builders but to the Town Administrator, Board of Health and the Planning Board. Superintendent Sawicki said the 2007 plan shows 90 beds so the District may have to approve 90 rather than the 87 that were in the initial email from Hebb.

The Superintendent said in comparing all of the different plans from Hebb Builders that have been given to the town of Bourne and to the District over the years, they are finding the plans do not match up. Commissioner Melchionda said the water usage is our biggest concern. The septic is also unacceptable because it needs to be 10' from the water main.

Work will begin on the Black Pond replacement well this Friday or Monday.

Flushing will begin in about 2 weeks, after the work at Black Pond well is complete.

The Superintendent reviewed the Water Management Act Registration Statement with the Board. He said the District is allotted 350,000 gallons of water a day through the Water Mgt. Act Permit and 180,000 gallons of water a day through the registration. He said there is some talk about new regulations and new water restrictions for the registrants which links everything to the drought level. Currently the District doesn't have to follow those regulations. He said the District follows the Water Management Act Permit which has less restrictive guidelines but that may change someday. The permit is good for another 10 years but the Rate Study will be done with this potential change in mind.

There will be a meeting on 4/26/23 at 4:15 pm with the District's Financial Advisor Lynne Welsh.

Superintendent Sawicki said he is taking some vacation time during the April school vacation week, but he will be staying local.

TREASURER'S REPORT

Treasurer Fruci informed the Board there are currently 108 accounts with outstanding balances totaling \$18,563.11.

Certified letters were sent to 82 customers with past due account balances from the January water bills.

Free cash was certified by DOR at \$310,964 – Bourne and \$21,716 - Sandwich.

OLD BUSINESS

-MASSWORKS GRANT – CAPE VIEW WAY WATER MAIN UPGRADES

MassWorks filed its first quarterly report. The first invoice for the project is in the vendor warrant. The invoice will be sent to MassWorks so the District will get a better understanding of how the reimbursement process works.

-BLACK POND REPLACEMENT WELL

Drilling for the replacement well is about 3 weeks out.

-RATE STUDY

The Superintendent said he is continuing to work with engineer Kristen Berger on the rate study.

COMMISSIONERS COMMENTS/SELECT NEXT MONTHLY MEETING DATE

The next monthly meeting is tentatively scheduled for April 26, 2023 at 4:15 pm.

ADJOURN

Commissioner Sala made a motion to adjourn the meeting at 5:54 pm. Commissioner Bergeron seconded the motion. Roll call vote: Commissioner Bergeron – yes, Commissioner Sala – yes, Commissioner Melchionda - yes.

Respectfully submitted,

Maureen Fruci
District Clerk