

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES SEPTEMBER 14, 2023

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

Chairperson Mark Bergeron called the meeting to order at 4:16 pm. Those in attendance at the start of the meeting were Commissioner Mark Bergeron, Commissioner Mark Melchionda, Commissioner Stephen Mealy, Superintendent Matt Sawicki and Treasurer Maureen Fruci. ResilientCE engineer Kristen Berger joined the meeting remotely.

Commissioner Melchionda asked for a moment of silence for the passing of Commissioner Bergeron's mother in-law and brother in-law.

APPOINTMENT WITH ENGINEER KRISTEN BERGER TO DISCUSS THE RATE STUDY

Engineer Kristen Berger joined the meeting remotely. She presented the board with a packet of information as a follow up from the last meeting. She said there were several things to review since the initial evaluation. Ms. Berger explained that because the Board decided they would like the rate structure to have equal revenue from each of the 3 tiers, using the rate model to adjust the tier thresholds and rates, it was discovered it isn't possible to make tiers 1 and 2 equal. Ms. Berger said they were able to adjust the amount of additional revenue that will be needed by FY29 by adjusting the bond rates and terms. With this adjustment the amount that will be needed will be \$548,960 rather than the \$590,000 which was originally estimated. With the changes in mind, 3 rate options were presented.

Option #1 – This is the same option that was presented at the last meeting. The water use thresholds are the same, however the rates are a bit lower, there is proportional increase between the three tiers.

Option #2 - The tier thresholds were adjusted, it did not make a difference in tier 2 and tier 3.

Option #3 – The tier thresholds were adjusted. They will look at what that will do for each tier block.

Superintendent Sawicki said it will probably be a good idea to reassess the rates every year and make adjustments if necessary.

Commissioner Melchionda said if the rates are higher people will not necessarily conserve more so the District could lose money. Ms. Berger said DEP is encouraging Districts to conserve. They don't care about the revenue they care about conservation. They want to see an increase in tier structure that encourages conservation. Commissioner Mealy said big users may not worry about a couple of extra hundred dollars on their water bills.

Ms. Berger reviewed various examples of how different water consumption affected the different tiers. Commissioner Bergeron asked if Ms. Berger has a recommendation. Ms. Berger said she thinks keeping the thresholds as they are makes sense and she would recommend Option #1.

Superintendent Sawicki said they are trying to get the tiers and base charges to 25% to be most equitable. He said the rates were lowered because the projected budget to FY29 was lowered.

Commissioner Bergeron asked if they should anticipate a straight line increase each year. The Superintendent said it will depend on the capital projects that arise. Commissioner Melchionda said they can revisit the rates

each year based on capital projects. The Superintendent said a vote will not be needed tonight. He suggested taking more time to consider all the options. He said if there is an option they prefer, they can put together a more focused presentation. Commissioner Mealy said he agreed that Option #1 seems to do everything the District needs and seems the most fair.

The Board thanked Ms. Berger for her thorough and well put together presentation. Commissioner Mealy said they now have a useful model to use going forward.

Commissioner Melchionda asked Ms. Berger for an update on the satellite well. Ms. Berger said she reached out to the geologist who said the water quality is encouraging. The well driller set the screen at the same depth as the Black Pond well and the water quality cleaned right up. The yield was very good as well.

Ms. Berger said DEP will need to revisit the site. The next step would be to determine whether to put in a larger diameter test well or a permanent well. The Board thanked Ms. Berger for her presentation and she left the meeting at 4:54 pm.

DISCUSSION & POSSIBLE VOTE ON APPROVAL OF MEETING MINUTES DATED 7/19/23, 8/2/23, 8/15/23, 8/23/23

Commissioner Melchionda made a motion to approve the meeting minutes dated 7/19/23 as written. Commissioner Mealy seconded the motion. All Board member were in favor.

Commissioner Melchionda made a motion to approve the meeting minutes dated 8/2/23 as written. Commissioner Mealy seconded the motion. All Board member were in favor.

Commissioner Melchionda made a motion to approve the meeting minutes dated 8/15/23 as written. Commissioner Mealy seconded the motion. All Board member were in favor.

Commissioner Melchionda made a motion to approve the meeting minutes dated 8/23/23 as written. Commissioner Mealy seconded the motion. All Board member were in favor.

DISCUSSION & POSSIBLE VOTE TO APPROVE AND AWARD THE SALE OF THE \$1,885,000 GENERAL OBLIGATION WATER BONDS OF THE DISTRICT DATED 9/20/23 TO PIPER SANDLER & CO. AT PAR AND ACCRUED INTEREST PLUS A PREMIUM OF \$161,332 PAYABLE OVER 10 YEARS FOR THE PHILLIPS ROAD WATER MAIN AND NORRIS ROAD TRANSMISSION LINE PROJECTS. CLOSING DOCUMENTS TO BE SIGNED BY ALL MEMBERS OF THE BOARD OF WATER COMMISSIONERS, DISTRICT CLERK AND TREASURER

Commissioner Mealy made a motion to dispense with reading out loud the motions to approve and award the sale of the \$1,885,000 general obligation bond dated 9/20/23 to Piper Sandler & Co. at par and accrued interest plus a premium of \$161,332 payable over 10 years for the Phillips Road water main and Norris Transmission Line projects and allow the Board to read the motions and then take action and take a vote. Commissioner Melchionda seconded the motion. All Board members were in favor.

Commissioner Melchionda made a motion to approve and accept the \$1,185,000 general obligation bond dated 9/20/23 the same as read individually by the Board, for the sale of water bonds payable over 10 years for the Phillips Road water main and Norris Road transmission line projects. Commissioner Mealy seconded the motion. All Board members were in favor.

Superintendent Sawicki explained to the Board the bids for the bond came in ranked on TIC (true interest cost). He said it is something they started doing about 8 years ago in bonding. The bids came in with the

same rate and then each company offers a premium cash amount. The premium amount lowers the amount you are going to borrow. There were eight bids and Piper Sandler offered the highest premium bid. Commissioner Melchionda mentioned there have been several interest rate hikes since this process started.

DISCUSSION & POSSIBLE VOTE ON PHILLIPS ROAD & NORRIS ROAD TRANSMISSION WATER MAIN PROJECTS

Superintendent Sawicki said the pre-construction meeting for the Phillips Road/Norris Road water main projects is scheduled for 9/19/23 at 2:00 pm at the District office. He has invited fire, police and DPW from the towns of Bourne and Sandwich. The contractor, engineers, and the inspector will attend as well. Commissioner Melchionda asked to have the meeting notice posted. The Superintendent said the contractor would like to mobilize on 9/20/23 at Clark Field. He said both projects will be done from there. It is possible there will be 2 crews working at the same time. The contract can be signed at the meeting. Letters will be sent to the residents that will be affected by the construction. Work will not start on Phillips Road until after 10/1/23. He expects the District will be very busy for the next couple of months.

The Superintendent said he and Commissioner Mealy attended the Phillips Road/Sandwich homeowners meeting on Saturday. There were 40-50 people in attendance. The residents were very understanding about the shut downs. He said when the water main is installed at that end of Phillips Road the District will work with the residents.

DISCUSSION & POSSIBLE VOTE ON CAPE VIEW WAY WATER MAIN UPGRADES – MASSWORKS GRANT

Superintendent Sawicki said the DOT permit process is a bit behind. Construction will not begin until the spring which is probably better with everything going on with the other projects in the District at this time. DOT denied the variance for the fees, which have since been paid by the District. He said even though the project is a bit delayed, the timing will be less stressful for the District.

DISCUSSION & POSSIBLE VOTE ON IMPLEMENTATION OF NORTH SAGAMORE WATER DISTRICT OWNED & OPERATED MASS NOTIFICATION SYSTEM & EMERGENCY NOTIFICATION PROCEDURES

The Superintendent told the Board there are many companies who offer mass notification services, however he had a meeting with Civic Ready and suggested this company would be a good choice. He explained the service is a reverse 911 for District residents only. It would be the best way to get information out to District residents quickly. He said social media is not the right way to get information out. Additionally, if the District has to rely on the town of Bourne there would no control of the language of the message.

The Superintendent said this system would involve the District's GIS system and the White Pages phone numbers. The system allows for the District to have the capability to draw a polygon on a map to target the entire District or just specific areas within the District. Residents will have to sign up to receive notifications. In addition, there will be a link on the District's website directing people to enter their information to sign up for the service. The Superintendent suggested a letter can be included with the January water bills informing residents of the new service and how to sign up. Residents can decide how they want to receive notifications either by phone, email or text.

The Superintendent said the cost is \$5,500 to sign up for the service and then \$4,000 a year thereafter. It is a year to year contract. The District would have complete control over the information/messages that go out to residents. He said the system can be used for emergencies such as a water main break or for flushing notifications, notifying residents if a tank is taken offline, emergency water ban information etc. The Superintendent said it will take approximately 4-6 weeks to get the system up and running. They, Maureen and himself will do the training for the system.

Commissioner Melchionda said getting people to sign up could be a problem. The Superintendent said even if half of District residents sign up they will probably tell their neighbors. Commissioner Bergeron asked if residents have to provide any personal information. The Superintendent said no, they only need to provide an email or phone number to sign up for the service. Commissioner Melchionda said if they decide to continue with the system they can budget for it next year. The Board agreed the service would very beneficial for the District. Commissioner Mealy made a motion for NSWDC to implement the Civic Ready notification system. Commissioner Melchionda seconded the motion. All Board members were in favor.

DISCUSSION & POSSIBLE VOTE ON PURCHASE OF RETIRED BOG AT 0 CHURCH LANE

Superintendent Sawicki said he received a message from the owner of the retired bog at 0 Church Lane. He asked the District to make him an offer for the property. The Superintendent said the appraisal that was done on 11/15/22 came in at \$6,000. The problem is the District will have to do all of the leg work because the owner is not able to do it. The Board said District counsel needs to be involved. Commissioner Mealy said the District needs to get an estimate for legal costs. The Superintendent said it will also have to go to Annual District Meeting and DEP has to approve it as well. Commissioner Mealy asked about the size of the property. The Superintendent said it is .64 acres. Commissioner Mealy said the District needs to get a good estimate of all of the costs associated with the purchase of the property and then go back to the owner with an offer. Commissioner Bergeron asked what the down side would be of not buying the property. The Superintendent said somebody could put a bog out there. The Superintendent said he thinks it's a good idea for the District to purchase the property in order to have control over it. Commissioner Mealy suggested putting together all of the costs for the legal, engineering, DEP etc. so the owner understands the District is earnestly looking at a way to purchase the property.

SUPERINTENDENT'S REPORT

Superintendent Sawicki said the pumping numbers are down a lot this year.

The solar panels have saved the District 70% on electricity costs year to date. Commissioner Mealy suggested putting this information on the District's website so residents can see the District is taking steps to save money.

A 5-year tank inspection was done on the Norris Road tank. Results showed the inside of the tank looks great, however there is some peeling on the top of the tank. Engineer Kristen Berger is finalizing the ladder and pressure washing project.

A flushing ad will be placed in next week's newspaper. They will try to get as much done as possible.

Lead and copper samples were done and results came back good.

Leak detection of the entire system will be done this year.

Superintendent Sawicki informed the Board he is having eye surgery so he will be out on 10/19/23 and 10/20/23.

The Superintendent said he was contacted by a builder yesterday, who is doing work on 331 Phillips Road. He wants to move a water main/easement in order to do an addition on the property. He said he would pay for all costs associated with the project including legal fees. Superintendent Sawicki said he would not charge them for a new service because there is already an existing service. After a brief discussion the Superintendent said he will contact District counsel.

TREASURER'S REPORT

Treasurer Fruci provided the Board with the monthly Treasurer's report. Reminder letters were sent to 222 accounts on 9/6/23. Currently there are 160 accounts with outstanding balances totaling \$19,843.56.

OLD BUSINESS

None

COMMISSIONERS COMMENTS/SELECT NEXT MONTHLY MEETING DATE

The next meeting is scheduled for Tuesday, October 17, 2023 at 4:15 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 6:12 pm. Commissioner Mealy seconded the motion. The meeting was adjourned.

Respectfully submitted,

Maureen Fruci
District Clerk