

**NORTH SAGAMORE WATER DISTRICT**  
**MEETING MINUTES MARCH 20, 2018**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Tuesday, March 20, 2018 at 4:00 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Chairperson Mark Bergeron called the meeting to order at 4:00 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, engineer Greg Wirsen and District resident Stephen Mealy.

**APPROVAL OF MEETING MINUTES DATED 2/27/18**

Commissioner Melchionda made a motion to approve the meeting minutes dated 2/27/18 as written. Commissioner Sala seconded the motion. The motion was accepted.

**DISCUSSION & POSSIBLE VOTE ON FY19 BUDGET**

There was a discussion of the proposed FY19 budget. A 2% cost of living increase was added, the insurance line item was lowered, and \$10,000 was added to the meter article. Commissioner Melchionda made a motion to accept the proposed FY19 budget. Commissioner Sala seconded the motion. All Board members were in favor.

**DISCUSSION & POSSIBLE VOTE ON FY 19 CAPITAL ARTICLES**

The Superintendent explained the District is awaiting free cash certification by the DOR so the vote on the proposed FY19 capital articles will be postponed until the next monthly meeting.

**DISCUSSION & POSSIBLE VOTE ON LETTER AGREEMENT WITH CEI FOR ASSET MANAGEMENT GRANT WORK**

Superintendent Sawicki presented the Board with the letter agreement with CEI for the asset management grant. As part of the grant the District maps will be upgraded to GIS. The Board signed both copies of the letter. The District will keep one copy and the other copy will be sent to CEI. Commissioner Melchionda made a motion to accept the letter agreement with CEI for the asset management grant. Commissioner Sala seconded the motion. All members were in favor.

**DISCUSSION OF CORRESPONDENCE FROM THE DEVELOPERS OF CANAL ROAD CROSSING**

The Board was given a copy of the letter regarding the Canal Road Crossing project. Engineer Greg Wirsen gave the Board an overview of the project, explaining the project is still in the early stages. The project would include twenty 55+ dwellings (1-bedroom w/loft), an assisted living facility accommodating up to 90 residents and medical offices. The developers still need to obtain a zoning change, meet with the Cape Cod Commission and the Bourne Planning Board. Mr. Wirsen said the developers for the project are looking to see if the District has the 30,000 gallons of water a day the project will require. The District will have a consultant run a capacity analysis. There was a discussion about fire flow, wastewater, and a water plan. Mr. Wirsen said it may be sometime after the summer before they are able to address things such as fire flow and give the District a more detailed plan.

There was a brief discussion of the solar array abatement issue. Mr. Wirsen said the facility and infrastructure should be tax exempt because it is the sole interest of the District.

### **SUPERINTENDENT'S REPORT**

Superintendent Sawicki said the Annual Statistical Report numbers are good this year.

There will be a dive inspection of the Bournedale water tank in the next couple of weeks. The dive will provide good information to the District as to the condition of the tank. A video will also be provided.

The Norris Road transfer switch will be replaced in the next couple of weeks.

Due to the recent storms the Superintendent had several trees removed from District property. There are three more trees near the Clark Road tank that should also be taken down. The Board agreed.

There have been some complaints by neighbors about dirt bike tracks behind the pump station on Winston Avenue. The Superintendent would like to post no trespassing signs on District property but would like to have the property surveyed first. The Board gave their approval.

There was further discussion regarding the Canal Road project and the water lines on Hunters Brook Road. The Superintendent said he will have to look at what repairs the District will be responsible for. He asked the developers to let the District/Board know when meetings will be held going forward.

The Superintendent informed the Board he has jury duty on April 2 and will be off on April 17.

### **TREASURER'S REPORT**

Treasurer Fruci informed the Board 135 reminder letters will be sent out on 3/21/18 totaling \$22,989.87 outstanding from the January water bills.

Consultant Teresa Johnson will be back this week to work with the Treasurer to complete the audit preparation, free cash certification and monthly reconciliations.

Auditor Bob Bliss will be back from Florida next week to complete the FY17 audit. The Board asked the Treasurer to find out if it is necessary to do an audit each year.

### **OLD BUSINESS**

None

### **ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING**

None

**COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE**

Commissioner Melchionda addressed Commissioner Bergeron and District resident Stephen Mealy who are both running for Water Commissioner. He explained that he respected both candidates and wished them well in the election however he will be supporting Commissioner Bergeron.

The next monthly meeting is scheduled for 4/25/18 at 5:45 pm before the Annual District Meeting which is scheduled for 7:00 pm.

**ADJOURN**

Commissioner Sala made a motion to adjourn the meeting at 5:11 pm. Commissioner Melchionda seconded the motion. The motion was accepted.

Respectfully submitted

Maureen Fruci  
District Clerk