

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES JUNE 24, 2020

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, June 24, 2020 at 5:00 pm at the Sagamore Beach Colony Club, Fisher Tennis Center – Adams Pavilion, 144 Clark Road, Sagamore Beach, MA, following COVID-19 safety protocols. Chairperson George Sala called the meeting to order at 5:00 pm.

Those in attendance at the start of the meeting were: Chairperson George Sala, Commissioner Mark Bergeron, Commissioner Mark Melchionda, Superintendent Matt Sawicki and Treasurer Maureen Fruci.

APPROVAL OF MEETING MINUTES DATE 5/20/20 & 6/16/20

Commissioner Melchionda requested a change to the meeting minutes dated 6/16/20. He asked to remove the name of the former employee from the last paragraph and replace it with “the former employee”. Commissioner Melchionda made a motion to approve the meeting minutes dated 5/20/20 as written and to approve the meeting minutes dated 6/16/20 with the change as noted. Commissioner Bergeron seconded the motion. All Board members were in favor.

DISCUSSION & POSSIBLE VOTE ON VOLUNTARY NON-ESSENTIAL WATER CONSERVATION MEASURES

Superintendent Sawicki asked the Board if they would be in favor of implementing voluntary non-essential water conservation measures in the District due to the high numbers the District has been pumping recently in part because of the extremely dry weather. After a brief discussion Commissioner Melchionda made a motion to approve voluntary nonessential water conservation measures in the District. Commissioner Bergeron seconded the motion. All Board members were in favor.

DISCUSSION & POSSIBLE VOTE ON FY21 OPERATING BUDGET

The Superintendent said there is one adjustment to the FY21 operating budget that needs to be made for the Assistant Superintendent’s salary; an increase of 3% (\$480.00) for the extra 12 weeks he will be working full time. The money will be moved from the performance incentive line item. No changes need to be made to the motions for the Annual District Meeting. Commissioner Bergeron made a motion to move the difference of \$480.00 from the performance incentive line item to the Assistant Superintendent’s salary line item. Commissioner Melchionda seconded the motion. All Board members were in favor.

DISCUSSION & POSSIBLE VOTE ON FY21 WARRANT ARTICLES & CAPITAL PROJECTS

None

DISCUSSION & POSSIBLE VOTE ON MUNICIPAL ADVISORY AGREEMENT WITH UNIBANK FISCAL ADVISORY SERVICES, INC.

Treasurer Fruci explained to the Board it was time for the District to renew the Municipal Advisory Agreement with Unibank Fiscal Advisory Inc. for financial advisory services. The Treasurer said the agreement is valid for 3 years and the fee schedule has not changed. Commissioner Melchionda made a motion to keep Unibank Fiscal Advisory Services as the financial advisor for the District. Commissioner Bergeron seconded the motion. All Board members were in favor.

SUPERINTENDENT'S REPORT

Superintendent Sawicki told the Board he received the proposal for chemicals (sodium hydroxide) today and Borden & Remington had the low bid of \$1.5940 which is slightly lower than last year. The Superintendent informed the Board he will be taking Friday off.

TREASURER'S REPORT

Treasurer Fruci reported that reminder letters were sent in mid-May to 99 accounts with past due balances from the January water bills. Currently there are 79 accounts still outstanding totaling \$16,430.11.

The Treasurer said she will prepare a monthly update report which will be presented to the Board each month as part of the Treasurer report and will include water billing and invoice information, new service information, tax turnovers etc.

There was a discussion regarding FEMA reimbursements for COVID-19 related expenses. Superintendent Sawicki said he will provide the information for the next monthly meeting.

NEW BUSINESS

None

ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HOURS OF MEETING

None

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

There was a discussion about having a moment of silence for Jeffrey Hodges and an acknowledgement of the Assistant Superintendent's retirement at the Annual District Meeting.

The next meeting is scheduled for Wednesday, July 22, 2020 at 4:15 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 5:22 pm. Commissioner Bergeron seconded the motion. The motion was accepted.

Respectfully submitted,

Maureen Fruci,
District Clerk