

**NORTH SAGAMORE WATER DISTRICT**  
**MEETING MINUTES AUGUST 21, 2019**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, August 21, 2019 at 4:15 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Commissioner Sala called the meeting to order at 4:15 pm.

Those in attendance at the start of the meeting were: Chairperson George Sala, Commissioner Mark Melchionda, Commissioner Mark Bergeron, Superintendent Matt Sawicki, Assistant Treasurer Chey Phillips, and Stephen Mealy.

**APPROVAL OF MEETING MINUTES DATED 6/19/19 AND 7/17/19**

Commissioner Melchionda had asked to make an addition to the minutes dated 6/19/19. It was regarding the Canal Street Crossing Project. He asked that the developer's name and the plan submitted be added as well as a reference to the letter that was submitted to the Cape Cod Commission and the date of submission.

Commissioner Sala had asked to make another addition to the meeting minutes dated 6/19/19 regarding the Employee Benefits and Longevity Personnel Policy. He asked to add that Mark Melchionda had abstained from voting.

Commissioner Bergeron made motion to accept the suggested change made to the minutes dated 6/19/19. Commissioner Melchionda seconded the motion. The motion was accepted.

Commissioner Melchionda made a motion to accept the minutes dated 7/17/19. Commissioner Bergeron seconded the motion. The motion was accepted.

**DISCUSSION & POSSIBLE VOTE ON PROPERTIES SUBJECT TO DISTRICT TAX**

Superintendent Sawicki reported that the district received a phone call from a resident inquiring why they are taxed when they don't have District water. The Superintendent explained that they are taxed if fire protection is within the parameters of their house. A discussion followed and Superintendent Sawicki explained that the customers' question was answered and they were provided with paperwork that further explained the reasoning for the tax. The Board found that the situation was handled suitably.

**DISCUSSION & POSSIBLE VOTE ON NEW SOURCE OPTIONS**

Superintendent Sawicki presented the Board with the findings of a study done with Kristen Berger to find different options for water sources. They looked at 7 different options on District land.

The Superintendent answered questions that arose from the Board as the different options were compared. There was a discussion about the water quality at some of the locations. Superintendent Sawicki stated that after he ran all the numbers he felt the two best options

would include one of the options at Black Pond, or the South Site at Church Lane. He also stated that he would consider some test well work to begin next year.

Commissioner Melchionda suggested it might be helpful to reach out to DEP before making decision in order to narrow the options.

Superintendent Sawicki mentioned that he could look into other land in town that may be available. He closed the conversation by explaining he wanted to give direction of what the District will be looking at for options.

### **DISCUSSION & POSSIBLE VOTE ON PROPOSED CORRESPONDENCE TO BE SENT TO COMMERCIAL PROPERTIES AND RESIDENCES LOCATED IN THE BEACH WELL'S PROTECTED ZONES**

Superintendent Sawicki told The Board that he had drafted Zone 1 letters. The letters are intended to remind residents near the Beach Well to take precaution in order to avoid contamination of the water supply. The letter will bring awareness as well as address issues that can stem from landscaping, gas, and fertilizer, as well as others origins.

Superintendent Sawicki also discussed his plan for sending letters to business customers in Zone 2. He explained that he plans to send out letters with mapping, floor drain policy, and town by-laws in order to remind them of their obligations. Commissioner Sala felt that the letters would be helpful as some residents may not be aware of their violations.

Superintendent Sawicki stated that he believes letters would be a good start to making those customers aware. He will send the letters through certified mail.

Everyone was in agreement to send out the proposed letters and attachments to Zone 1 and Zone 2 residents.

### **SUPERINTENDENT'S REPORT**

The Superintendent stated that an engineer reached out to him informing him that the Cape View Project was being proposed. The developer is projecting 9,900 gallons of water per day may be used to facilitate the project.

The Superintendent reported that Canal Crossing passed at Cape Cod Commission.

There was a discussion regarding the relocated water main at Wildwood Lane. It must be pressure tested and tied in. Superintendent Sawicki asked the Board if they would like to vote to release water on that lot once all the required paperwork has been submitted to the District. Commissioner Melchionda replied yes.

Superintendent Sawicki reported that the new media at the plant has been helpful and has led to improvements, for example, making backwashing less frequent. He is noticing a difference in operations, and decrease in high flow backwash.

The Superintendent informed The Board that yellow town vehicles are a year out. Commissioner Melchionda asked if the utility truck was being used, the Superintendent stated that it was. Superintendent Sawicki also mentioned that the dump truck had been grinded and repainted by laborer, Alex Couturier.

Alex Couturier passed his t2 test last month.

The Superintendent gave an update on Jeffrey Hodges' condition.

The Superintendent informed the Board that he will be taking off August 26<sup>th</sup> and 27<sup>th</sup>, and September 16<sup>th</sup>.

### **TREASURER'S REPORT**

Commissioner Sala stated that the treasurer report would be skipped.

### **DISCUSSION & POSSIBLE VOTE ON ENGINEERING RFP – PHILLIPS ROAD WATER MAIN AND BOURNE DALE TANK REHABILITATION**

The Board was given proposals for the Phillips Road Water Main Project. The District received proposals from Environmental Partners Group, Beta, and GHD. Superintendent Sawicki explained that CEI was too busy to take the job, and Kristen Berger felt as if her company was too small to take on a job of this size.

The Superintendent shared that he found the Environmental Partners Group proposal easy to navigate and find job requirements, but he also felt as if the proposals were even. He asked the Commissioners for their input. Commissioner Sala began by stating that he had looked at the three proposals and he felt they were all even. There was discussion pertaining to whether or not each of the firms had completed a similar project. Other town's relationships with each of the firms were also discussed.

After the proposals were rated, the Board moved to open the quotes for the Phillips Road water main project. GHD had the lowest price at \$45,000, Environmental - \$50,800 and Beta - \$203,000.

Superintendent Sawicki stated that the District received one proposal for the Bournedale Tank Project. The proposal came from Environmental Partners Group, with a quote for the project totaling \$38,500. The Superintendent felt like the proposal was presented well with requirements easy to find. The Superintendent reached out to a neighboring community where EPG had just completed a concrete tank rehabilitation project. They received an excellent reference.

Commissioner Melchionda made a motion to award the Bournedale Tank Rehabilitation Project to Environmental Partners Group based on their proposal dated August 9, 2019. Commissioner Bergeron seconded the motion. All Board members were in favor.

Commissioner Melchionda made a motion to hire GHD for the Phillips Road water main project based on their proposal dated August 8, 2019. Commissioner Sala seconded the motion. All Board members were in favor.

**NEW BUSINESS**

None

**OLD BUSINESS**

None

**ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HOURS OF MEETING**

None

**COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE**

The next meeting is scheduled for Wednesday, September 18, 2019 at 4:15 pm.

**ADJOURN**

Commissioner Sala made a motion to adjourn the meeting at 5:55 pm. Commissioner Melchionda seconded the motion. The motion was accepted.

Respectfully submitted,

Chey Phillips