

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES DECEMBER 17, 2019

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Tuesday, December 17, 2019 at 4:00 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Commissioner George Sala was not able to attend. Commissioner Melchionda called the meeting to order at 4:00 pm.

Those in attendance at the start of the meeting were: Commissioner Mark Bergeron, Commissioner Mark Melchionda, Superintendent Matt Sawicki, Treasurer Maureen Fruci and District resident Stephen Mealy.

DISCUSSION & POSSIBLE VOTE – NORRIS ROAD TANK REHABILITATION PROJECT COMPLETION – RELEASE OF RETAINAGE

Superintendent Sawicki informed the Board all of the work on the Norris Road tank has been completed and the tank is back on line. He explained he would like to release the retainage of \$33,584 to Worldwide Industries Corp. Mike Ohl from Comprehensive Environmental wants to provide a new pay requisition for the same amount as the requisition from 2017.

The Superintendent mentioned he would not use a robot to inspect the tank again. He thinks it is better to have a person who actually sees the condition of the tank firsthand. Commissioner Melchionda made a motion to release the retainage of \$33,584 to Worldwide Industries Corp. for the completion of the Norris Road tank repairs. The motion was seconded by Commissioner Bergeron.

APPROVAL OF MEETING MINUTES DATED 11/18/19

Commissioner Melchionda made a motion to accept the meeting minutes dated 11/18/19 as written. Commissioner Bergeron seconded the motion.

DISCUSSION OF FY21 OPERATING BUDGET & CAPITAL ARTICLES – PHILLIPS ROAD WATER MAIN & BOURNDALE TANK REHABILITATION

The Superintendent said the entire budget is not ready for review at this point. He provided a spreadsheet to the Board explaining there is approximately a \$10,000 increase in the budget overall, however there are some numbers that are still being worked on. Funding for FY21 capital articles including the OPEB deposit, stabilization deposit, Phillips Road water main and the Bournedale tank projects was also included on the spreadsheet. There was an estimated cost for borrowing for the Phillips Road water main and Bournedale tank projects showing the potential increase to each rate payer in FY22. Superintendent Sawicki explained these are rough estimates and there are a lot of variables but it is a starting point.

There was a discussion regarding the coating of the interior of the Bournedale tank. The Superintendent said he thinks it makes sense to coat the seams and the top of the tank where an ice layer may form. The different types of mixers were also discussed. Superintendent Sawicki said the mixer helps keep the water in the tank from freezing and keeps the chlorine level even in the tank. However, until this time there has not been a mixer in the tank and it has

been fine. He suggested a mixer with no hydraulics may cost more initially but would require less maintenance.

DISCUSSION & POSSIBLE VOTE ON CONFLICT OF INTEREST DISCLOSURE FORM FOR BOARD MEMBERS OF CAPE COD MUNICIPAL HEALTH GROUP

Treasurer Fruci explained Gallagher Benefit Services (GBS) who manages the health insurance needs of the Cape Cod Municipal Health Group (CCMHG) notified the District that it has been determined that there may be a conflict of interest within the health group because appointed members of the CCMHG serve on the joint purchase group Board and make decisions/vote on health insurance rates while receiving these benefits through the joint purchase group.

GBS requested a legal opinion on the potential conflict of interest and their counsel recommended the following: each unit's representative (NSWD rep - Treasurer Fruci) inform the appointing authority (Board) of the conflict of interest and get a determination from the appointing authority that it is acceptable for the representative to be involved in deliberations and votes that affect the cost of health insurance plans. In addition, the representative must file a disclosure form and have the appointing authority (Board) sign it and file it with the District Clerk. The Treasurer also informed the Board that Sandwich Water District's legal counsel also reviewed and approved the disclosure form that was provided by GBS.

Commissioner Bergeron made a motion that it is acceptable for the appointed representative of North Sagamore Water to participate in deliberations and votes that affect the cost of health plans and the Board of Water Commissioners will sign the disclosure form and file it with the District Clerk. Commission Melchionda seconded the motion. The motion was accepted.

SUPERINTENDENT'S REPORT

The Superintendent presented the Board with a report of potential well sites prepared by Resilient Civil Engineering, P.C. (ResilientCE) and Northeast Geoscience, Inc. (NGI). The report identified 4 potential well sites: 2 owned by the District, 1 owned by the town of Sandwich and 1 owned by the Commonwealth of Massachusetts. Superintendent Sawicki informed the Board he applied for a grant for test well work. He also said the report provided them with a lot of good information and costs.

Superintendent Sawicki gave the Board a draft proposal for quotes for the redevelopment and pump replacement for the Black Pond well. He explained the well was last cleaned in 2017 but the pump was not replaced at that time. This time the well will be cleaned and the pump will be replaced.

The Superintendent informed the Board a Nuovo Drive resident contacted the District because they are paving the road and had interest in having a water main installed. At this time Nuovo Drive is a private road and all 4 homes on the street have wells. Superintendent Sawicki provided an estimate for the water main installation but the residents thought it was too high. There was a discussion regarding different options for the residents. The Superintendent suggested instead of doing betterments perhaps the residents could get their own engineer and submit plans to the District and hire a local contractor to install the water main and potentially save a lot of money. The Board agreed that could be a good option.

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The District was contacted by Buzzards Bay Water District to see if there was any interest in having a meeting of all 3 water district's commissioners, superintendents and treasurers. The purpose of the meeting would be to brainstorm and discuss any issues each district has and see if there are ways to help each other. Superintendent Sawicki said he already met with the other 2 water superintendents and that they have a really good rapport. Commissioner Melchionda said he didn't think it was necessary at this time.

Commissioner Melchionda said there should be more transparency and inclusion from all of the town boards because they seem to forget about the water districts. Superintendent Sawicki said communication has improved and he is now receiving agendas and invitations to meetings.

The Superintendent asked if the capacity analysis that was voted on last month should be sent to the Bourne planning board. The Board said yes and that it should be put on the District's website as well.

The PFAS testing will be done in January. If the results of the tests are good the District won't have to test again until 2021.

Commissioner Bergeron asked the Superintendent if the District uses ortho phosphates. He said currently the District does not add this to the water.

TREASURER'S REPORT

Treasurer Fruci said there are 56 accounts with past due balances from the July water bills totaling \$9,817.57, with \$5,191.66 of that total accounted for as water liens, leaving a balance of \$4,625.91.

Water bills will be issued 1/15/20.

Auditor Bob Bliss sent the draft audit report and financial statement for review. The final bound copies will be completed after the draft copy is reviewed.

The tax rates were approved by the DOR. The tax rate for Sandwich is .91 (.90 last year). The tax rate for Bourne is .90 (.89 last year).

NEW BUSINESS

None

OLD BUSINESS

-Cape View Drive

Superintendent Sawicki explained the Cape View Drive project is on property the town of Bourne gave to the Housing Assistance Corp. for an affordable housing development. There was a discussion regarding how much water the project will require. The Superintendent said he has concerns this development may be tax exempt and how that would affect the District financially. He added the water rates can be reassessed at that time if necessary and a higher rate tier could be added to make up for some of the deficit.

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-Wildwood Lane – Hebb Builders

There was a discussion regarding the plan from Hebb Builders for the Wildwood development. The Superintendent explained the plan shows as built and proposed building. However, Hebb Builders will need to clearly mark on the plan which lines the District is responsible for and which lines Hebb Builders is responsible for. Commissioner Melchionda said he wants to make sure there are no changes to the plan going forward. He also suggested the District's engineer should review the plan. Superintendent Sawicki said he will have engineer Kristen Berger review it. When the project is complete he will have the as built recorded so there is never a question in the future.

-Canal Street Crossing – Update from Planning Board Meeting on 12/12/19

Superintendent Sawicki updated the Board on the Canal Street Crossing project with information from the town of Bourne planning board meeting he attended on 12/12/19. There was a discussion about the size of the project and the amount of water which will be needed. The Superintendent said the existing plan that was approved by the planning board is the same plan that was approved by the Board of Water Commissioners.

Commissioner Melchionda asked that a letter be sent to the town of Bourne planning board stating that any additional increases to the number of bedrooms or the need for additional water usage would require re-examination by the District per our order of conditions.

ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HOURS OF MEETING

None

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The Board wished a Merry Christmas to all staff and thanked everyone for a job well done. The next meeting date is tentatively set for Wednesday, January 22, 2020 at 4:15 pm. Commissioner Bergeron said he will not be able to attend the meeting on the 22nd because he will be away. If Commissioner Sala is not available on the 22nd the meeting date will be Wednesday, January 29, 2020. Superintendent Sawicki said he will have quotes for the Black Pond well redevelopment for the next meeting.

ADJOURN

Commissioner Bergeron made a motion to adjourn the meeting at 5:28 pm.

Respectfully submitted,

Maureen Fruci, District Clerk