

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES APRIL 15, 2026

The North Sagamore Water District Board of Water Commissioners held a meeting on Monday April 15, 2026 at 4:00 PM at the North Sagamore Water District office, 14 Squanto Road, Sagamore Beach, MA.

Those in attendance at the start of the meeting were Commissioner Mark Melchionda, Commissioner Stephen Mealy, Superintendent Drew Buckley, Treasurer Maureen Fruci, and District resident Ralph Holmgren. Commissioner Bergeron was unable to attend.

Commissioner Melchionda called the meeting to order at 4:00 PM.

328 PHILLIPS ROAD HYDRANT RELOCATION – RALPH HOLMGREN

Ralph Holmgren of 328 Phillips Road arrived at 4:00 PM and introduced himself to the Board. He explained that there was a hydrant on his property that he would like moved. Commissioner Melchionda explained to Mr. Holmgren that the District is hesitant to move the hydrant as it was a complex job and would be costly to the homeowner.

Superintendent Buckley explained to Mr. Holmgren that the District would be doing a water main project down the road and that would present a good opportunity to have the hydrant moved.

Commissioner Melchionda suggest a temporary fix of putting bollards or rocks around the hydrant in order to decrease the likelihood of a vehicle hitting the hydrant. Mr. Holmgren agreed that would be a good compromise.

Mr. Holmgren left the meeting at 4:25PM.

Commissioner Mealy suggested that District personnel talk to the Fire Department before putting bollards next to the hydrant. Superintendent Buckley said that he would reach out to ask.

331 PHILLIPS ROAD EASEMENT

The Superintendent explained that he is still waiting for proper documentation before making any decisions regarding the easement. It was also advised that there is language included that documents that Mr. Anderson's client will be responsible for legal fees.

Commissioner Mealy made a motion to not take any action at this time for agenda item number 2, discussion of 331 Phillips Road easement, until further review by council. Commissioner Melchionda seconded the motion. The motion was accepted.

APPROVAL OF MEETING MINUTES DATED 12/17/25 AND 2/25/26

Commissioner Mealy made a motion to accept the meeting minutes dated 12/17/25 as written. Commissioner Melchionda seconded the motion. The motion was accepted.

Commissioner Melchionda made a motion to postpone approval of the meeting minutes dated 2/25/26. Commissioner Mealy seconded the motion. The motion was accepted.

829 SCENIC HIGHWAY WATER SERVICE APPLICATION

Superintendent Buckley stated that he received the updated plans and they were reviewed by both him and Engineer Kristen Berger. They both agreed the new plans looked good. He explained that he had drafted up new order conditions and would send those out by the end of the week.

Commissioner Mealy made a motion to approve the water application for the property located at 829 Scenic Highway with the attached order of conditions, no irrigation, and upon receipt of updated insurance documentation from the contractor. Commissioner Melchionda seconded the motion. The motion was accepted.

There was a brief discussion about the updated plan for the taps at the property. There will be two taps from the main. One will be an 8" fire service to feed the hydrant, the other will be a 2" domestic service and will have a separate connection off of the main. Superintendent Buckley explained that he would have preferred a simpler design but was ok with the new plan as he had seen it done before.

10 CANAL ST. SERVICE/OCCUPANCY PERMIT REVIEW

There was a brief discussion about the property located at 10 Canal Street. The Superintendent confirmed they did not need a backflow device as there were no sprinklers. Commissioner Melchionda asked the Superintendent to check the property to see if there is a meter and to get a reading if possible.

UPDATE OF POSSIBLE SOLAR ARRAY PROCUREMENT

Commissioner Mealy explained the documents that Liz Argo provided in regards to the solar array procurement. The financial analysis estimated a payback period of 1.4 years. He explained that she had used February as a representative month because it was a conservative estimate and would not be peak production.

Commissioner Mealy explained that The District has accumulated \$11,904 worth of net metering credits. He suggested that the District set up a Schedule Z with Eversource to rebalance the accounts to apply the net metering credits across all accounts.

Commissioner Melchionda mentioned that Ms. Argo had spread the inverters cost over the life of system. Commissioner Mealy added that the panels lose about .5% of efficiency every year, however new solar technology is more productive than it had been in the past.

Superintendent Buckley explained that if the District continues with the same service company, Nusun Inc., the annual operations and maintenance costs are estimated at \$2,500. This amount includes checking DC strings, inspecting combiner boxes, fuse continuity checks, inverter inspection, filter replacement and more. Cost for other repairs is \$225 an hour for a minimum of 2 hours. The Superintendent plans to continue service with Nusun Inc. since they are already familiar with the system.

Commissioner Mealy made a motion to go forward with the procurement of the solar array equipment from Green Sale Environmental either as a donation if the valuation exceeds \$200,000 or if not as an outright purchase for \$45,000. Commissioner Melchionda seconded the motion. The motion was accepted.

Commissioner Mealy explained that the District would need a motion explaining that the solar array will either be purchased or accepted as a donation. He asked permission from the Board to work with council to draft the appropriate articles and motions as needed for the Annual District Meeting in May. Commissioner Melchionda granted him permission.

Commissioner Mealy stated that Mr. Wirsén has a lawyer that is drafting a purchase and sales agreement for the solar array. Superintendent Buckley informed the Board that, once received, he will send the agreement to KO Law for review. KO Law will also review the appraisal.

FY27 CAPITAL ARTICLES AND BUDGET

Treasurer Fruci informed the Board that she had adjusted the employee salaries to include the 2% COLA, the new employee's salary, and the rate increase for the Treatment Plant Operator and the Superintendent. She also included the salary of the part time field technician for 24 hours weekly.

The Board suggested increasing the budget for the new Water System Operator to include a potential wage increase when licenses are acquired. To cover this change, the reserve fund was reduced from \$93,166.24 to \$89,006.24.

Superintendent Buckley informed the Board that Engineer Berger strongly recommends that the District continue with the plan to raise the rates 16% or at the very minimum, implement a 10% increase. Treasurer Fruci added that in order to have enough revenue to cover all the capital projects, the District would have to go through with the 16% raise. It was suggested that a rate study meeting with Ms. Berger be scheduled before the Annual District Meeting. Commissioner Mealy stated that he would like to be present for the meeting.

Treasurer Fruci had reached out to the District's financial advisor and found that the District can use the unexpended funds from the FY24 water main fund. The financial advisor also told Treasurer Fruci that she is willing to draft the article. The District can use the money for capital projects, and it should be used in a timely manner.

SUPERINTENDENT'S REPORT

-The Superintendent informed the Board that the CCR has been submitted and distributed throughout the district. He also told them he had enrolled in procurement classes. He would like to look into restructuring fee schedule in order to cover costs of certain services.

-The new employee, Paul Dickey, will start on 4/27/26.

-The field supervisor is still out after his surgery. He will be returning in the coming weeks.

-The District had approximately \$27,000 in storm related damage that is being processed through insurance.

-Superintendent Buckley explained that when the Treatment Plant Operator was doing alarm testing he noticed a huge pressure surge. Currently, there is no pressure release valve at Black Pond Well. He suggested installing a pressure release valve at the well and said Jeff Smalls should be able to perform the work. He informed the Board that he plans on doing alarm testing differently in the future in order to avoid further issues.

TREASURER'S REPORT

Treasurer Fruci informed the Board that there were currently 170 accounts outstanding totaling \$50,611.89. She explained that the Assistant Treasurer will be working on certified letters in the coming days. Letters will go out to just over 100 customers, which is slightly lower than average.

Commissioner Mealy asked if the past due notices had been updated. Treasurer Fruci explained that District personnel do not have access to update the letters without support from Brava and multiple attempts had been made to reach out to the District's contact.

Treasurer Fruci explained that she had included a financial advisory agreement from Unibank that needed to be renewed. She asked the Board to review it and give permission for her to sign and return the document. The Board approved the agreement renewal.

COMMISSIONER'S COMMENTS/SELECT NEXT MEETING DATE

The next meeting is scheduled for April 22, 2026 at 4:00 PM.

ADJOURN

Commissioner Mealy made a motion to adjourn the meeting at 6:25 PM. Commissioner Melchionda seconded the motion. The motion was accepted.

Respectfully submitted,

Chey Phillips