NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES OCTOBER 22, 2026

The North Sagamore Water District Board of Water Commissioners held a meeting on Thursday, October 22, 2026 at 3:00 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 Bergeron, Commissioner Steve Mealy, Commissioner Mark Melchionda, Superintendent Drew Buckley, Assistant Treasurer Chey Phillips, Jacob Frumkin from 21 Hunters Brook Road LLC, and Sean Cody of PSC Group.

Commissioner Bergeron called the meeting to order at 3:00 PM.

APPROVAL OF MEETING MINUTES DATED 9/9/26, 9/30/26

Commissioner Mealy made a motion to accept the meeting minutes dated 9/9/26 as written. Commissioner Melchionda seconded the motion. The motion was accepted.

Commissioner Mealy made a motion to accept the meeting minutes dated 9/30/26 as written. Commissioner Melchionda seconded the motion. The motion was accepted.

ABATEMENT REQUEST – 268 PHILLIPS ROAD & 1 BRIGANTINE PASSAGE DRIVE

There was a brief discussion about the high water usage and abatement request for 1 Brigantine Passage Drive. The Board explored different options for reducing the bill amount. Commissioner Mealy made a motion to recalculate the bill at the two lowest pricing tiers only. Commissioner Melchionda seconded the motion. The motion was accepted.

The Board reviewed the abatement request for 268 Phillips Road. The Superintendent explained that the District had been called out to a leak at the property earlier in the year. Commissioner Mealy made a motion to recalculate the bill using only the lowest pricing tiers, reducing the total to $333.20. Commissioner Melchionda seconded the motion. The motion was accepted.

BLACK POND WELL SITE UPDATE

Superintendent Buckley informed the Board that MML had come out to the site recently to put down new loam and redo erosion control. He is pleased with the work and hopes it will look even better by the end of the week.

He explained that MML had put in a pay req for the job and that he informed them that they have to complete the punch list items before payment. In addition, Commissioner Melchionda will inspect the site before payment is made.

CLARK ROAD TANK CLEANING UPDATE

The Superintendent informed the Board that Atlantic Underwater Services came out a few days before the nor'easter in September and had started the cleaning project. They were not able to finish at that time and were supposed to come back this week. They had contacted the Superintendent letting him know they were unable to come back this week as scheduled, but he hopes they will return to finish next week.

BEACH WELL RELIEF VALVE REPLACEMENT

The Superintendent told the Board that Weston & Sampson had come out recently to service and do pump curve testing at Beach Well. When the well was put back in service the pressure relief valve malfunctioned and was dumping water out the back of the building. Jeff Small was able to get the valve to function correctly but recommend replacing it to avoid future complications. The Superintendent said he thinks good idea to put in a new valve. The Board agreed told Superintendent Buckley he could move forward with replacing the valve.

SOLAR ARRAY

The Superintendent has been monitoring the solar array and informed the Board it had been working smoothly after the AC filter replacement and that the solar array seems to be producing as it should. Commissioner Mealy asked if Superintendent Buckley was still working with Liz Argo to spread the credits across all the District accounts. The Superintendent explained that she was still working on it.

BRIGANTINE PASSAGE DRIVE WATER MAIN BREAK DISCUSSION

Superintendent Buckley updated the Board on a water main break on Brigantine Passage Drive the previous week. He explained that District personnel were able to catch the break early and get the water shut off quickly. He told the Board that some of the gates were on Scenic Highway which made them harder to get to, but that personnel were able to access the gates and they held.

Bortolotti Construction responded quickly to help District personnel. DPW Director, Matt Sawicki sent additional help to make the road passable by the end of the day. Superintendent Buckley spoke with Mr. Sawicki who suggested using a paving contractor that was currently being used by the DPW to repair the road. The Superintendent has received a quote for the paving and hopes that the work can be down in the next two to three weeks.

Commissioner Mealy suggested reaching out to residents on Brigantine Passage Drive with the plan to repave. Commissioner Melchionda added that he would like the District to contact the DOT to make them aware as well.

Superintendent Buckley explained that it was a group effort that went well considering the magnitude of the break. He explained that Bourne PD and MA State Police provided assistance as well.

SUPERINTENDENT'S REPORT

-The Superintendent presented the Board with a hydraulic report prepared by Engineer Kristen Berger.

-The Board reviewed a water service application for 17 Ridgehill Lane. The application was approved.

-The Superintendent informed the Board that new hire, Parker Coady, had been coming in to train at the treatment plant. He said that it was going well so far, and that Mr. Coady will start full time on Monday, October 26th.

-Weston & Sampson came out recently to do maintenance on the wells and pumps. The work went smoothly.

-The Superintendent informed the Board he had spoken with the insurance company about updating the District's personnel policy. He explained he will continue to work on the updates. Commissioner Bergeron mentioned that he was interested in learning more about Medicare eligibility. It was decided that there will be an agenda item on the next meeting so it can be discussed.

-Superintendent Buckley is updating the emergency contacts on the District's emergency response plan.

-The Superintendent explained that the property at 10 Canal Street that was formerly a Friendly's Restaurant had changed hands and is now Chief Cannabis. The water usage at the property will likely be much less than the restaurant so he suggests the new owners downsize from a 2" meter to a 5/8" meter. 2" meters can have difficulty reading very small usage, so he believes the smaller meter is more appropriate for the new owners. He also informed the

Board that the property will no longer be read quarterly as the usage will not meet criteria for quarterly billing.

-The Superintendent is continuing to work with Liz Argo in regards to the solar array credits.

-The Superintendent informed the Board that the District had been awarded a grant for the lead service line inventory project. He explained that he intends to put it toward renting a vac truck that will assist the District with identifying the water lines. He will get at least 3 quotes for vac truck rentals. He will update the Board with more information regarding the grant as he receives it. Commissioner Melchionda asked if District personnel will be able to dig for that project as well. The Superintendent said that they would be able to dig if the location is easy to access, but they would likely avoid places where driveways or landscaping could cause an issue.

TREASURER'S REPORT

The Board reviewed the Treasurer's report. There was a brief discussion about reaching out to the Town of Bourne in response to the District not receiving turnovers in a timely manner.

Next meeting date is scheduled for Tuesday, November 24, 2026 at 3:00 PM.

ADJOURN

Commissioner Mealy made a motion to adjourn the meeting at 3:43 PM. Commissioner Melchionda seconded the motion. The motion was accepted.