

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES OCTOBER 21, 2020

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, October 21, 2020 at 4:15 pm via tele-conference per Governor Baker's order suspending certain provisions of the open meeting law dated March 10, 2020 due to the Coronavirus (Covid-19). Chairperson Mark Bergeron called the meeting to order at 4:15 pm.

Those who dialed in remotely at the start of the meeting were: Chairperson Mark Bergeron, Commissioner Mark Melchionda, Superintendent Matt Sawicki, Treasurer Maureen Fruci and District resident Stephen Mealy. Commissioner Sala signed in to meeting at 4:16 pm.

APPROVAL OF MEETING MINUTES DATED 9/16/20

Commissioner Melchionda asked for an addition to the meeting minutes dated 9/16/20 in the agenda item regarding the Phillips Road water main replacement project. He added, "The Board asked GHD to provide the cost for the final trench repair vs. final mill and overlay for the Phillips Road project. Commissioner Melchionda made a motion to accept the meeting minutes dated 9/16/20 with the change as noted. Commissioner Bergeron seconded the motion. The motion was accepted. Roll call vote: Commissioner Melchionda – yes, Commissioner Bergeron – yes, Commissioner Sala – abstained.

DISCUSSION & POSSIBLE VOTE ON PHILLIPS ROAD WATER MAIN REPLACEMENT PROJECT

Superintendent Sawicki told the Board the price from GHD for the mill and overlay is \$175,000. He said it would be a good idea to do the full mill and overlay. However, the Superintendent said he thinks it would be in the best interest of the District to postpone the project at this time citing the COVID-19 virus and the potential increased cost to customers. He suggested perhaps waiting until the Treatment Plant loan is paid off. At that time maybe the entire Phillips Road could be done and at the same time install a new transmission line to the Norris Road tank. The District would have more funds available with the loan paid off and could get both projects done and save District customers some money as well.

Commissioner Sala said the town has done a 3-year evaluation of all town roads and he doesn't know if Phillips Road would be a priority for the town at this time. He said the information is public record and the District can request a copy of the report. There was a discussion regarding the paving portion of the project. Commissioner Bergeron asked if the town has a say in the final paving of the road. Commissioner Sala said they do and they would have to inspect each phase of the project. Commissioner Sala said chip seal is a less expensive alternative to a mill and overlay. All Board members agreed the project should be put on hold for now. Superintendent Sawicki said the District has paid for all of the engineering for the project to date and those documents will not change. He noted if the District decides to extend the scope of the project they would need to go back to the town of Sandwich and also notify abutters. Commissioner Melchionda asked how many feet the transmission line would be. The Superintendent said it is about 3,000 feet. He asked the Board if it would be okay to use the same engineer and if so he would like to get a cost estimate for the increased scope of the job. The Board agreed. Commissioner Melchionda made a motion to indefinitely postpone the

Phillips Road water main project until further notice. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala - yes, Commissioner Melchionda – yes, Commissioner Bergeron - yes.

District resident Stephen Mealy asked about the transmission line. Superintendent Sawicki explained the transmission line is the line that feeds the Norris Road tank booster station. It is an older line and since the population in the area has grown the fill time for the tank has increased significantly. The District will install a larger size line (12-14”) which will help fill the tank more quickly.

Commissioner Sala signed off from the meeting at 4:33 pm.

DISCUSSION & POSSIBLE VOTE ON BOURNE DALE TANK REHABILITATION PROJECT

The Superintendent informed the Board the Bournedale tank project is going very well. It is running a week or two ahead of schedule. The contractor applied two coats of paint on the outside of the tank however it didn't dry fast enough so they are doing a third coat to blend everything. Currently they are working on the interior of the tank. There was an issue with one of the valves making it difficult to shut the water off going into the tank. A change order will be done to replace the valve (approximately \$5,000-\$7,000). Bortolotti will get a price for the valve and do the installation.

Superintendent Sawicki said the pumping numbers have come down quite a bit so it has been much easier to manage with the tank off line. The project seems to be coming in under budget. When it comes time to borrow it should be less than \$100,000 which could be paid off in two years. He will have the exact figure soon. Commissioner Melchionda asked about the Scada that Geoff Ray installed. Superintendent Sawicki said it is working very well. The engineers said the tank is working well and the changeover in the tank is good. There is no sediment inside the tank. The tank which was built in 1979 is still in really good shape.

SUPERINTENDENT'S REPORT

Superintendent Sawicki told the Board he has to complete a Risk and Resilience Report which is due 6/30/21. It is a self-assessment which may help identify areas the District needs to improve. The Superintendent said he may need some assistance from engineer Kristen Berger in completing the report.

The bid for cleaning the Church Lane well was put out on Monday. He would like to have the work completed after the first of the year. Commissioner Bergeron asked if he prepared the bid himself. The Superintendent said he did. Commissioner Melchionda asked about the fencing around the well. Superintendent Sawicki said they had a gate installed so there is no need to take down the fencing.

There was a discussion regarding the PFAS samples. Commissioner Melchionda asked if the samples can be done with the tank off line. The Superintendent said DEP said it was fine because the samples are taken at the individual sources.

The Superintendent told the Board FEMA is still working on the District's beach well grant application.

Alexander Couturier is doing really well since taking over the treatment plant. Geoff Ray is still available for questions and assistance if necessary.

The Superintendent informed the Board he will be taking off 11/3/20 and vacation the week after Christmas.

Commissioner Bergeron asked about the test results from the water sample that was taken from the fire station last month. The Superintendent said the results were good. The issue was the sample was taken from the wrong tap that triggered a treatment technique violation.

Commissioner Melchionda asked about the condition of the lagoons at the treatment plant. Superintendent Sawicki said perhaps in the next 2-3 years the District may need to hire a company to remove the weeds that have grown quite deep.

TREASURER'S REPORT

Treasurer Fruci reported certified past due/lien letters were sent to 114 accounts with outstanding balances from the July water bills. As of this date there are still 104 accounts totaling \$23,219.41 that remain unpaid. A list of accounts will be put together based on the District's water lien policy and given to the town of Bourne at the end of October to be added to the 3rd and 4th quarter tax bills.

The quarterly water bills were issued to 6 accounts on 10/15/20. The total commitment was \$9,416.00.

Consultant Teresa Johnson was in the office assisting with the end of year reports, audit and recap preparation.

The Treasurer explained that the District's auditor Bob Bliss returned to Florida early this year. The firm Korbey Lague has taken over his accounts. The firm is doing Sandwich Water District's audit this year. Treasurer Fruci asked the Board if they are comfortable with the firm handling the FY20 audit and the Board said yes.

The town of Bourne assessor asked if the Board could choose a date between 11/18-11/25/20 for the classification hearing. The Board chose Wednesday, 11/18/20 for the hearing and the regular monthly meeting. They also asked the Treasurer to contact the town of Sandwich assessor to see if that date would work for them as well.

OLD BUSINESS

- COVID-19 OPERATIONS

Superintendent Sawicki mentioned to the Board that several staff members have children in school and are doing their best to stay safe and healthy. However, it may be necessary for employees to take time off to care for their children if COVID related issues arise in the schools.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The Board thanked all staff for a job well done. District resident Stephen Mealy agreed and added the Board is doing a great job as well. The next meeting is tentatively scheduled for Wednesday, 11/18/20.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 5:03 pm. Commissioner Bergeron seconded the motion. The motion was accepted. Roll call vote: Commissioner Melchionda – yes, Commissioner Bergeron – yes.

Respectfully submitted,

Maureen Fruci,
District Clerk