

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES MARCH 18, 2021

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, March 18, 2021 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 4:18 pm.

Those who dialed in at the start of the meeting were Chairperson Mark Bergeron, Commissioner Mark Melchionda, Commissioner George Sala, Superintendent Matt Sawicki, Billing Clerk Chey Phillips, the District's attorney Bob Troy and Attorney Jonathan Witten. Sagamore Beach resident Stephen Mealy joined the meeting at 4:30 pm, and Engineer Kristen Berger joined the meeting at 4:32 pm.

DISCUSSION & POSSIBLE VOTE ON PROPOSED AFFORDABLE HOUSING (40B) PROJECT – CAPE VIEW WAY

Attorney Bob Troy began the discussion by introducing attorney Jonathan Witten. After asking if there were any questions for him, Bob Troy excused himself from the meeting at 4:23 pm.

Commissioner Melchionda began the discussion explaining his concern about the impact of the housing project on the District in regards to the ability of the infrastructure to support a project of this size.

Attorney Witten explained to the Board that the District has a right to reject an application that does not meet District requirements and furthermore that the Board of Appeals has no jurisdiction to waive regulations. This is due to the fact that, in his opinion, the North Sagamore Water District is not considered a local Board per Chapter 40B laws. Attorney Witten further explained that he would approach this application the same as any other application or project submitted to the District.

Resident Stephen Mealy suggested that the Board authorize Attorney Witten, with input from Superintendent Sawicki, to write a letter to the ZBA on the District's behalf. After a brief discussion, Mark Melchionda motioned to have Attorney Witten draft a letter to the ZBA on the District's behalf. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote – Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

Attorney Witten signed off from the meeting at 4:42 pm.

Engineer Kristen Berger presented the models that she had run pertaining to emergency condition fire flow events. She explained that the minimum pressure during a fire flow emergency is 20 psi, and that its important to look at worst case scenarios because a pressure drop could result in a public health issue. She explained, in detail, the eight different models that were run by Resilient CE. Under certain conditions, a fire flow event at Cape View Way would cause water pressure to drop below 20 psi along Scenic Highway.

Following the presentation of Resilient CE's models there was a discussion about the importance of upgrading the District's infrastructure. Commissioner Melchionda asked why one of the models was run with the wells off-line and if this was a real case scenario. Superintendent Sawicki gave an example that this could occur in the event of a hurricane or blizzard that caused power failure.

Commissioner Melchionda asked if they could put a secondary means of pumping on the site. Kristen Berger said this would cause worse pressure issues on Scenic Highway. Superintendent Sawicki asked if the developer could install an on-site cistern on the property in order to eliminate the need to take fire flow from the system. Commissioner Sala replied that he does not see this happening and that it could cause logistical problems. Commissioner Bergeron asked if the water main needs to be upgraded to 12 inches in the event that development gets approved. Kristen Berger replied that it would need to be upgraded in order to provide the necessary protection and that the District has the responsibility to look at worst case scenarios. She further explained that even taking a main offline for maintenance could end up with a public health issue due to a drop in pressure.

Commissioner Melchionda said that he does not see this as being any different from the Canal Crossing Project and that the District should treat all developers the same. The developer needs to upgrade this main. Commissioner Sala agreed with Commissioner Melchionda on this issue and said that the District has made other developers make improvements and they should do the same on this project.

Commissioner Melchionda asked Kristen Berger if fire flows are based on the density of this project. Kristen Berger replied yes and further explained that it is based on the proximity of the units. If the units are farther apart, the flow drops. Tight proximities increase the flow that you need.

Commissioner Melchionda asked if Kristen thought that the report was accurate regarding the domestic water calculations. Kristen Berger replied that the flow looked reasonable. Superintendent Sawicki added that the District has 18,000-19,000 gallons of water available per day for new development. He further explained that if this project goes through there will be approximately 10,000 gallons per day left.

Commissioner Melchionda asked if there was a safety factor built in regarding the water management act permit. Superintendent Sawicki confirmed that there is a safety factor of 30,000 gallons per day. Kristen Berger thought that this was still a reasonable buffer. Commissioner Melchionda asked Kristen if she would be able to come up with a rough cost per foot for this project. Kristen replied that it would be making large assumptions at this time because of the state requirements for installing water mains in their right of way. Superintendent Sawicki informed the Board that he has recently heard of bids from \$200.00 per linear foot to \$400.00 per linear foot.

Kristen Berger signed off from the meeting at 5:21 pm.

The Board discussed possibly attending the Zoning Board of Appeals meeting.

APPROVAL OF MEETING MINUTES DATED 2/4/21 & 2/10/21

Commissioner Sala made a motion to approve the meeting minutes dated 2/4/21 as written. Commissioner Bergeron seconded the motion. The motion was accepted. Commissioner Melchionda abstained from the vote because he was not present at the 2/4/21 meeting.

Commissioner Sala made a motion to approve the meeting minutes dated 2/10/21 as written. Commissioner Melchionda seconded the motion. All Board members were in favor. Roll call vote – Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

DISCUSSION & POSSIBLE VOTE ON CHURCH LANE WELL REDEVELOPMENT PROJECT

Superintendent Sawicki informed the Board that the project was complete and the well was back online. After informing the Board that the District saved \$1,200.00 on the project, he asked for a vote to accept the pay req. The bill for the well cleaning was \$21,700.00. Commissioner Melchionda made a motion to accept the invoice. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote – Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

Superintendent Sawicki also explained that during the well shut off there was an issue with SCADA and the system needed an upgrade. He asked the Board for the approval of the upgrade which would cost \$7,500.00. Commissioner Melchionda motioned to accept the upgrade at \$7,500.00. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote – Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

DISCUSSION & POSSIBLE VOTE ON BASELINE DOCUMENTATION (DCR) FOR DISTRICT PROPERTY AT 0 WELDON ROAD

There was a discussion pertaining to the District's property at 0 Weldon Rd. Superintendent Sawicki asked the Board to vote on whether they would acknowledge and accept a report that was prepared regarding the property. After a short discussion it was agreed upon to leave the vote off until the next meeting in order to give the Commissioners ample time to read and review the full report.

DISCUSSION & POSSIBLE VOTE ON FY22 OPERATING BUDGET & CAPITAL ARTICLES

Superintendent Sawicki informed the Board that he had updated the budget based on the discussion held at the previous meeting. These changes included a 2% cost of living increase and an increase in legal fees up to \$20,000. He also informed the Board that due to the Cape View Project, Kristen Berger and Russ Kleekamp will be attending the next meeting in order to have a more in depth discussion regarding the budget.

It was decided upon to vote on the budget at the next meeting.

SUPERINTENDENT’S REPORT

Superintendent Sawicki informed the Board that the District would put flushing signs up and begin flushing next week.

TREASURER’S REPORT

Superintendent Sawicki informed the Board that as of 3/17/21 there are 220 outstanding accounts with balances totaling \$40,865.12. Billing Clerk Chey Phillips also added that the District received more payments and that the number of outstanding accounts had already decreased. There was a brief discussion regarding the possibility of upgrading the billing software. Commissioner Bergeron expressed interest in looking into the software that the Onset Water District is using.

NEW BUSINESS

None

OLD BUSINESS

There was a brief discussion pertaining to the easement and the construction taking place at 82 Norris Road.

The District received a copy of a letter sent to some state representatives from one of the abutters.

Superintendent Sawicki informed the Board that he had been contacted by state representative, Steven Xiarhos and set up a virtual meeting with him scheduled for Monday 3/22/21 at 9:00 am. Commissioner Melchionda said that he would attend that virtual meeting as well.

COVID-19 OPERATIONS

None

BOURNEDALE TANK REHABILITATION PROJECT – CHANGE ORDER #2

The Superintendent informed the Board that he had noticed a mistake and wanted to submit an additional change order for the Bournedale tank project. He explained that it should have included a ladder. The superintendent explained that he would like to add a ladder and all of the safety equipment that goes with it for the price of \$4,547.00. Commissioner Melchionda

motioned to add the additional cost of the ladder to the change order. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote – Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

ANNUAL DISTRICT MEETING

There was a discussion in regards to the District’s annual meeting. Commissioner Bergeron explained that he had obtained permission from the Sagamore Beach Colony Club to hold the meeting indoors at their facility. There was a short discussion on whether or not to hold the meeting indoors or outdoors. The annual meeting is scheduled for May 26th at 6:00 pm.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The next meeting is scheduled for April 20th at 4:15 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 6:19 pm. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote – Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

Respectfully submitted,

Chey Phillips