

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES NOVEMBER 15, 2017

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, November 15, 2017 at 4:00 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Chairperson Mark Bergeron called the meeting to order at 4:00 pm.

Those in attendance at the start of the meeting were: Chairperson Mark Bergeron, Commissioner Mark Melchionda, Superintendent Matt Sawicki, Assistant Superintendent Geoff Ray, Treasurer Maureen Fruci, Town of Bourne Assessor Karen Trudeau and District resident Stephen Mealy. Commissioner George Sala was unable to attend.

CLASSIFICATION HEARING – TOWN OF BOURNE

Karen Trudeau Assessor for the Town of Bourne said the Board of Assessors recommendation is to retain one tax rate for all classes of property, no residential exemption, no open space discount, and no small commercial exemption for FY18. The District tax is proposed to be .85 up .01 from FY17. Commissioner Melchionda made a motion to accept the recommendation of the Board of Assessors to retain one tax rate for all classes of property, no residential exemption, no open space discount and no small commercial exemption with a proposed rate of .85 for FY18. Commissioner Bergeron seconded the motion. The motion was accepted.

CLASSIFICATION HEARING – TOWN OF SANDWICH

Ed Childs Assessor for the Town of Sandwich arrived at 4:14 pm. The Sandwich Board of Assessors recommendation is to adopt a factor of 1 for FY18 with no residential exemption, no small commercial exemption and no open space discount. Commissioner Melchionda made a motion to accept the recommendation of the Board of Assessors to adopt a factor of 1 for FY18 with no residential exemption, no small commercial exemption and no open space discount. Commissioner Bergeron seconded the motion. The motion was accepted.

APPROVAL OF MEETING MINUTES DATED 10/17/17

Commissioner Melchionda made a motion to approve the meeting minutes dated 10/17/17 as written. Commissioner Bergeron seconded the motion. The motion was accepted.

DISCUSSION/UPDATE ON STATUS OF NORRIS ROAD TANK REHABILITATION PROJECT

The Superintendent informed the Board there have been no change orders on this project to date. There has been little metal fatigue found on the tank. Three coats of paint have been applied to the outside of the tank. The inside of the tank needs one more coat. The ladders and pipes have all been painted and have been put back on the tank. The inspector has been on site every day. The Superintendent said he is satisfied with the progress so far. Engineer Kristen Berger is drafting a letter to the contractor regarding the approaching project deadline of 11/20/17.

DISCUSSION OF MEDIA REPLACEMENT AT THE IRON & MANGANESE FILTRATION PLANT

Superintendent Sawicki presented a diagram of the system to the Board and explained the media in the vessels at the iron and manganese plant may have to be replaced sooner than anticipated. The media is breaking down faster than expected. The engineers inspected the vessels and recommend repairing two vessels at a time so the plant won't be without a filter during the repairs. The Superintendent said the paint is not in bad shape at this time so he recommends bidding the job with an alternative to paint the vessels once they are inspected. The estimated cost of the project is approximately \$432,000. There will be some money left in the budget from the Norris Road tank project. Superintendent Sawicki said he is very comfortable working with the current engineers on this project. The Board agreed the District can continue to work with the engineers from CEI. Commissioner Melchionda asked the Superintendent to start getting the figures together for this project.

DISCUSSION & POSSIBLE VOTE ON UPDATED SUBDIVISION REGULATIONS & NEW COMMERCIAL DEVELOPMENT

Superintendent Sawicki gave the Board a copy of the updated subdivision regulations with the new changes highlighted. The Board reviewed and discussed the changes/additions. Regarding easements, Commissioner Melchionda added would like to add, "it's the responsibility of the applicant to pay for any expenses related to recording the deed and providing copies to the District". Superintendent Sawicki said he would add that language. Also added is the by-law regarding irrigation which states any property located within a new subdivision or commercial building of any size containing more than one domestic water service will not be permitted to use NSWV water supply for irrigation.

DISCUSSION & POSSIBLE VOTE ON DELINQUENT ACCOUNTS & LIENS

There was a discussion regarding how to go forward in handling outstanding water accounts. Commissioner Melchionda suggested placing a lien on any account after payment has been missed for 2 billing cycles or the overdue balance is \$250 or more. There was also a discussion about implementing a fee for placing the lien or raising the fee for the certified notice. A policy will be written for the Board to review and vote on at the next monthly meeting.

SUPERINTENDENT'S REPORT

Superintendent Sawicki told the Board the re-delineation of Zone II is complete. When DEP approves it he will notify the Town of Bourne with the new information.

Leak detection was done this week. There were a couple of hydrant leaks.

Church Lane well will be cleaned this winter at a cost of \$12-14,000. The money is in the budget.

The solar array gave the District a savings of \$11,000 this year. There may be a few trees that need to be taken down.

The Superintendent will begin working on next year's budget and capital plan for the next monthly meeting. An updated capital plan was given to the Board to review.

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As of this date 1,150 (out of 1,800) meters have been installed. The remainder of the meter replacement project should cost approximately \$140,000.

Tanner is working out really well. He is reading meters.

Superintendent Sawicki will be off on November 29.

TREASURER'S REPORT

Treasurer Fruci reported 35 accounts still have outstanding water bill balances totaling \$7,145.83. A lien was placed on Account #1234 in the amount of \$845.18.

The Treasurer is continuing to work with consultant Teresa Johnson on the recap, end of year and audit reports.

OLD BUSINESS-MATTERS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING

Commissioner Melchionda asked if there is anything new to report regarding the Wildwood project. The Superintendent said he received an email asking for water flow on the property.

NEW BUSINESS-MATTERS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING

None

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The next meeting is scheduled for Thursday, December 14 at 4:00 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 5:35 pm. Commissioner Bergeron seconded the motion. The motion was accepted.

Respectfully submitted

Maureen Fruci
District Clerk