

NORTH SAGAMORE WATER DISTRICT MEETING
MINUTES FROM THURSDAY, JANUARY 19, 2017

The North Sagamore Water District Board of Water Commissioners meeting was held on Thursday, January 19, 2017 at 4:15 pm at 14 Squanto Road, Sagamore Beach, MA. The meeting was called to order by Chairperson George Sala at 4:15 pm.

The following individuals were present at the start of the meeting: Chairperson George Sala, Commissioner Mark Melchionda, Commissioner Mark Bergeron, Superintendent Matt Sawicki, Assistant Superintendent Geoff Ray and Treasurer Maureen Fruci.

APPROVAL OF MEETING MINUTES DATED 10/19/16, 11/2/16, 11/16/16 & 12/12/16

There were several changes to the minutes dated 10/19/16. Commissioner Melchionda requested an addition under engineering for Norris Road tank rehab – add the sentence – There was a discussion regarding the interconnection between the District and the town of Plymouth. Commissioner Bergeron requested two changes under the superintendent’s report – the word prolong should be changed to delay and credit should be changed to savings. Commissioner Melchionda made a motion to approve the meeting minutes dated 10/19/16 with the changes noted. Commissioner Bergeron seconded the motion. The motion was accepted.

Commissioner Melchionda made a motion to approve the meeting minutes dated 11/2/16. Commissioner Bergeron seconded the motion. The motion was accepted.

Commissioner Melchionda made a motion to approve the meeting minutes dated 11/16/16. Commissioner Bergeron seconded the motion. The motion was accepted.

Commissioner Melchionda made a motion to approve the meeting minutes dated 12/12/16. Commissioner Bergeron seconded the motion. The motion was accepted.

DISCUSSION OF EMERGENCY INTERCONNECTION WITH THE TOWN OF PLYMOUTH

There was a discussion regarding the emergency interconnection with Plymouth. At this time Plymouth does not want to go forward with the project. The Board recommended a letter be sent to DEP explaining the District tried to pursue the interconnection with the town of Plymouth and at this time they are not interested in doing the project. The Superintendent suggested completing the design plans for the interconnection so they are ready to go if at some point DEP mandates the project. The Board approved the completion of the plan.

DISCUSSION & POSSIBLE VOTE ON INACTIVE ACCOUNTS

Superintendent Sawicki informed the Board he received a call to check a leak on an irrigation system. It was discovered there was a service for the irrigation system that was made inactive in 2003 but the meter was never removed and has been in use ever since. The account has not

been billed since 2003. When the problem was discovered the water was shut off and the meter was removed. After a discussion the Board requested the Superintendent send a letter to the homeowners and ask them to contact the District to discuss the matter.

DISCUSSION & POSSIBLE VOTE ON VACANT PART TIME LABORER POSITION

Superintendent Sawicki presented the Board with a couple of options to fill the vacant part time laborer position, including a budget breakdown. The first one would be a full time summer position which would provide full time coverage and maintenance (painting, mowing etc.) when it is most needed. The District would use an emergency contractor if a leak occurred and more help was necessary. The second option would be a full time year round laborer position (eliminate both part time laborer positions). After a lengthy discussion it was decided to go with a full time summer position and use an emergency contractor if necessary. The Superintendent will get three quotes to get a contract with an emergency contractor.

Commissioner Sala also suggested mutual aid with other water districts. Superintendent Sawicki said he has already discussed it with the Buzzards Bay water district superintendent and he is going to present it to their Board.

DISCUSSION OF FY18 BUDGET

There was a discussion regarding the FY18 budget and how the loan for the Norris Road tank project could impact the numbers. Superintendent Sawicki explained some money will be taken out of capital articles to reduce the amount of the loan for the tank. A new truck for the District will be removed from the budget for FY18. The interconnection was removed from the budget and will help to reduce the tank project loan. The final cost estimate for the tank rehab project has not been received yet.

The Board had a discussion regarding the COLA and decided on 2%.

The unemployment rate increased. CCR/Public Notice has been added as a line item for FY18 because the CCR report will be included in the January 2018 water bill. The employee training line item has been increased for MCPPO. The Board will review each line item before the next monthly meeting.

DISCUSSION OF FY18 CAPITAL ARTICLES

The Superintendent provided the Board with an FY18 proposed capital article funding option. There was a discussion regarding different options to fund these projects. The District's financial advisor will have to assist with the borrowing process. Commissioner Melchionda asked to see the numbers a couple of different ways such as taking more money out of the stabilization account or borrowing for a shorter term etc. Superintendent Sawicki said he will have a better cost estimate from the engineers before the next monthly meeting.

SUPERINTENDENT REPORT

Superintendent Sawicki informed the Board about the issue at Black Pond well on Christmas day. The cost of the repair was \$5,270. The District will receive a check (\$4,639) from the insurance company minus the \$1,000 deductible. The Superintendent reviewed the results from the pump test for Black Pond and Church Lane wells and recommends cleaning Black Pond in the spring and Church Lane next year. The District did not receive the grant for the water conservation plan. The cross connection surveys were completed - no issues were found. The Superintendent informed the Board he will be taking a few days off 1/27, 2/3, 2/10 and 2/13.

TREASURER'S REPORT

Treasurer Fruci reported the January water bills were sent on 1/13/17 - total new charges were \$299,173.09. The Department of Revenue certified free cash at \$247,400. Auditor Bob Bliss completed the FY16 audit. A rep from Aflac Insurance made a presentation of their insurance options to staff. Information packets were distributed to all employees.

ANY OLD/NEW BUSINESS THAT MAY LEGALLY COME BEFORE THE BOARD

Commissioner Sala asked about the property taxes for the solar array. Superintendent Sawicki will send the bill to Green Seal. Commissioner Sala mentioned there are some changes regarding the open meeting law. Also all employees of the District need to take the ethics test and keep a record on file.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The Board selected Wednesday, April 12, 2017 for the Annual District Meeting. The Treasurer will book the meeting room at the fire station and check with the moderator and attorney to see if they are available. The next monthly Board meeting will be Thursday 2/16/17 at 4:15 pm.

ADJOURN

Commissioner Melchionda made the motion to adjourn the meeting at 6:17 pm. Commissioner Bergeron seconded the motion. All Board members were in favor.

Respectfully submitted,

Maureen Fruci, District Clerk