

**NORTH SAGAMORE WATER DISTRICT**  
**MEETING MINUTES MARCH 13, 2019**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, March 13, 2019 at 4:15 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Commissioner Melchionda called the meeting to order at 4:15 pm.

Those in attendance at the start of the meeting were: Chairperson Mark Melchionda, Commissioner George Sala, Commissioner Mark Bergeron, Superintendent Matt Sawicki, Treasurer Maureen Fruci, CEI engineers Mike Ohl and Mike Carmacine as well as District resident Stephen Mealy.

**APPOINTMENT WITH MIKE OHL, CEI – ENGINEERING UPDATES**  
**-CHURCH LANE FILTER REHABILITATION PROJECT**

CEI engineer Mike Ohl told the Board that engineer Kristen Berger left CEI to start her own engineering company. He introduced engineer Mike Carmacine who would possibly work on the Phillips Road water main project. He then proceeded to update the Board on several District projects.

The Board was given the final bill from Dankris for their work on the Church Lane filter rehabilitation project. He explained there were some bid items that were not necessary for the project which resulted in a credit of \$39,800. Also because the Superintendent and the Assistant Superintendent were so involved in the project it limited the time the District had to utilize Roberts Filter with on-site visits which totaled a mutually agreed upon savings of just over \$13,650.

Since the completion of the project Superintendent Sawicki and Assistant Superintendent Ray noticed an issue regarding the air scour system on three out of four of the filters. Dankris and Roberts Filter have been notified about the situation. The District in conjunction with the contractor are working on a plan to fix the problem. After some discussion the Board decided the final payment to Dankris would be held back until the issue is resolved. In addition, the District still holds the performance bond for the project.

Commissioner Sala made a motion to withhold the final payment to Dankris for the Church Lane filter rehabilitation project. Commissioner Bergeron seconded the motion. All Board members were in favor. Mike Ohl will formally notify the contractor tomorrow.

**-NORRIS ROAD TANK PAINTING PROJECT**

Mike Ohl informed the Board he contacted Worldwide Industries via email on March 13<sup>th</sup> regarding the paint issue on the Norris Road tank. This was a follow up to a formal letter that was sent in December after which Worldwide acknowledged the paint issue and agreed to make the repairs in the spring. There was a discussion regarding the bond that is still being held by the District and the warranty on the project. Superintendent Sawicki said the contractor still has to do an internal inspection of the tank. Mr. Ohl said he hopes to have an answer from Worldwide soon.

**-PHILLIPS ROAD WATER MAIN PROJECT**

Mike Ohl presented the Board with CEI's proposal for the Phillips Road water main project and said he would be happy to answer any questions from the Board. Commissioner Sala said he thought the project was deferred for a year. Commissioner Melchionda explained the water main replacement will be deferred however the District would like to move forward with the engineering for the project. Mr. Ohl said the design plans will be \$36,000 and the remainder of \$31,000 will be for the bid and construction phases. Commissioner Melchionda asked if CEI foresees any hurdles with the project. Mr. Ohl said groundwater could be an issue during the construction.

**APPROVAL OF MEETING MINUTES DATED 2/12/19**

Commissioner Sala made a motion to accept the meeting minutes dated 2/12/19 as written. Commissioner Bergeron seconded the motion. The motion was accepted.

**DISCUSSION & POSSIBLE VOTE ON CAPITAL ARTICLES FOR FY20**

Superintendent Sawicki told the Board there were no changes to the FY20 capital articles since the last meeting: Raise \$25,000 for pump and well rehabilitation, transfer \$40,000 from free cash for the Bournedale tank rehabilitation, transfer \$40,000 from free cash for meter conversions/upgrades, transfer \$25,600 from free cash into the stabilization fund, and transfer \$75,000 from the remainder of the treatment plant funds for the Phillips Road water main replacement. Commissioner Sala made a motion to approve the proposed FY20 capital articles. Commissioner Bergeron seconded the motion. All Board members were in favor.

**DISCUSSION & POSSIBLE VOTE ON FINANCIAL MANAGEMENT POLICY**

Superintendent Sawicki said District resident Stephen Mealy has been really helpful putting together the financial management policy for the District. He explained the District's financial advisor, Lynne Welsh emailed several edits to the policy right before the start of the meeting. The Board decided to defer any discussion of the policy until the next monthly meeting.

**DISCUSSION & POSSIBLE VOTE ON OPEB TRUST ACCOUNT**

The Superintendent and the Treasurer informed the Board they had an informational meeting with Bartholomew & Company regarding the District establishing an OPEB trust fund which will fund retiree health insurance costs. There was a discussion about the District's OPEB liability, contributions to the account and establishing MGL Ch. 32B, S. 20 and Ch. 203C. Commissioner Bergeron made a motion that the District establish an OPEB trust account according to MGL Ch. 32B, S. 20 and Ch. 203C. Commissioner Sala seconded the motion. All Board members were in favor.

**SUPERINTENDENT'S REPORT**

Superintendent Sawicki informed the Board the new pick-up truck build date is 6/3/19.

Superintendent Sawicki had a meeting with the Superintendents from Bourne and Buzzards Bay Water Districts regarding a mutual aid agreement. Commissioner Sala recommended there should be some sort of a written agreement amongst the three water districts.

The Superintendent said he would also like to keep the District's contract with Bortolotti in the event there is a major leak.

The Superintendent presented plans for the proposed Canal Street Crossing project explaining it is just a courtesy copy of what the builder gave to the Cape Cod Commission. Commissioner Sala suggested the project should be put on the agenda in the near future. The Superintendent suggested May. Commissioner Melchionda asked if CEI engineer Mike Ohl can review the plans as well.

The District customer from Ridgehill Lane made a payment of half of their \$765 bill.

There was a discussion regarding updates to the District rates and regulations.

Hydrant flushing will begin in April.

#### **TREASURER'S REPORT**

Treasurer Fruci told the Board 268 reminder letters were sent on 3/5/19 to accounts with outstanding balances from the January water bills. As of this date there are 236 accounts still outstanding for a total of \$37,619.63.

The FY18 audit is complete.

#### **NEW BUSINESS**

None

#### **OLD BUSINESS**

#### **-EXECUTIVE SESSION MINUTES**

Superintendent Sawicki told the Board Attorney Troy reviewed all of the executive session meeting minutes. He recommended the District can expunge the minutes if there is a public records request for them.

#### **ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HOURS OF MEETING**

None

#### **COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE**

The next meeting is scheduled for Thursday, April 4 at 3 pm.

#### **ADJOURN**

Commissioner Sala made a motion to adjourn the meeting at 5:58 pm. Commissioner Bergeron seconded the motion. The motion was accepted.

Respectfully submitted,

Maureen Fruci, District Clerk