

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES FEBRUARY 8, 2023

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, February 8, 2023 at 4:15 pm at the North Sagamore Water District office, 14 Squanto Road, Sagamore Beach, MA.

Those in attendance at the start of the meeting were Commissioner Mark Melchionda, Superintendent Matt Sawicki and Treasurer Maureen Fruci. Commissioner George Sala, ResilientCE Engineer Kristen Berger and DiPrete Engineer Brandon Carr joined the meeting remotely. Commissioner Mark Bergeron and Moderator Stephen Mealy were unable to attend.

Chairperson Mark Melchionda called the meeting to order at 4:15 pm with a roll call attendance: Commissioner Sala - yes, Commissioner Melchionda - yes.

DISCUSSION & POSSIBLE VOTE – 10 CANAL ST. – STARBUCKS – AVAILABILITY OF WATER

ResilientCE engineer Kristen Berger informed the Board there were no issues with the 500 gpm minimum required for fire flow as long as the developer abides by the plan review. In addition, there are no issues with the tie-in. Commissioner Melchionda asked how much time is involved in the MassDOT permit process. The Superintendent said 3 months. He said there are some specifics they may want so the plan may need to be tweaked a bit. Commissioner Melchionda asked Mr. Carr if they submitted an updated domestic water calculation showing GPD has gone up. Mr. Carr said a new letter dated 1/24/23 was updated to 900 gpd. Superintendent Sawicki said he was going off of the Title 5 plan. He said Title 5 plan didn't match the originally submitted GPD and that he never received a letter stating 900 gpd. He received 2 letters stating the same thing. During the meeting Superintendent Sawicki received the updated letter.

Commissioner Melchionda asked Mr. Carr if there are any plans for the other building at 10 Canal Street yet. He said there are no plans yet but he thinks it will be some sort of a small restaurant like a sub shop based on parking etc. He thinks the building has been marketed. It is owned by the same person that owns the Starbucks building. Commissioner Melchionda said they will need to come back before the Board for that building as well when the time comes.

Commissioner Melchionda made a motion to accept the Starbucks project at 10 Canal Street with an approved water usage of 900 gpd and fire flow of 500 gpm. It must meet all requirements in the water main plan dated 1/18/23. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote: Commissioner Sala – yes, Commissioner Melchionda – yes.

KRISTEN BERGER – DISCUSSION OF NEW WELL AT BLACK POND & MASSWORKS CAPE VIEW WAY 40B
WATER MAIN UPGRADES

Engineer Kristen Berger updated the Board on the new well at Black Pond. She said she received a draft report from the hydro-geologists regarding the 2 1/2" test well work that was done. She said they tweaked the location from the work that was done previously. They are trying to do their due diligence. The test well is within 50 feet of the existing well and is Zone 1 compliant. The screen was installed and it was pump tested. They are waiting for the water quality results. Based on pump tests the expectations are 1,000 gpm. At 700 gpm at this time it could be used as a replacement well which will help speed up the permitting process. The next step is to go from a 2 1/2" test well to an 18" production well.

She told the Board the existing Black Pond well is a 24" diameter well that is 73' deep, pumping 710 gpm. Commissioner Melchionda asked Ms. Berger as far as the permit is concerned, will the District be asking for more capacity for Black Pond only. Ms. Berger said yes, it will be permitted as a replacement well, it doesn't increase any yields. She said it will show on the permit, but it is the same withdrawal. It is not a new source well which has a lengthier approval process. She continued on to say that after it is online, the District can apply for more withdrawal from this well. She said it would amend the District's permit. The max day for this well location would increase. Commissioner Melchionda then asked if both wells could be used at the same time. Ms. Berger said they could, but usually don't because you cannot exceed 700 gpm with both wells. If you are allowed to pump more, then you could. Superintendent Sawicki stated the 700 gpm is over the course of the year. He asked if the District runs into trouble in July, could we pump 900 gpm? Ms. Berger said yes if it is for less than 24 hours.

Ms. Berger explained the 2 ½ "test well application was submitted to Mass DEP but they haven't come out to the site yet. She said it is possible to skip a larger test well and go to an 18" production well. Commissioner Melchionda asked if they are satisfied with the water quality. Ms. Berger said she hasn't received the results yet, but it shouldn't be much different than the water at the existing Black Pond well. She said similar iron and manganese levels to the existing well can be managed at the treatment plant. Ms. Berger said it is a simple, straightforward process because well drillers all do 18" wells now with changes in drilling technology.

There was a discussion regarding whether the pump station would be a separate building or an addition on the existing structure. She explained that sometimes with an addition there is work that will have to be done on the existing structure and there will be a cost associated with that. However, it may be convenient because you won't have to go outside to get from one to the other. Commissioner Sala asked if it would be cheaper to do the addition. Ms. Berger said it depends, but added the current building is not that old and it would definitely be convenient. Commissioner Melchionda said there is a chemical containment area and generator backup as well. Ms. Berger said they will have to take a look at the site so access is not blocked to the pumps down the road. She said doing the preliminary design will be good because there will be an architect and a structural engineer involved in the design process.

Ms. Berger said the design and permitting of the pump structure can happen concurrently. She said a budget will be put together for the hydro-geologist and construction of the production well. Superintendent Sawicki Ms. Berger said there is \$100,000 remaining on the existing contract - \$25,000 for the pump station design and \$75,000 for the well design. Part of the scope was to do the preliminary design for the pump station. She said specs can get started for that too. For the construction phase of the production well the cost will be approximately \$250,000 including the hydrogeologist's construction oversight.

Superintendent Sawicki asked Ms. Berger if the project was broken down into sections, how long can the District let the production well sit. Ms. Berger said for years. She said the downside would be that you lose people at DEP and regulations change. She said once the pump station design is complete, you don't want to have building code changes. Commissioner Melchionda asked if the propane tank is too close to the structure? Ms. Berger said it may be an issue at some point. The generator will be propane so more storage may be needed. She said that will be part of the design. The Superintendent said he may reach out to National Grid and see if the gas lines can be extended down Black Pond Road. Commissioner Melchionda asked if it is phase 3 power. Ms. Berger said if it is phase 3, there should be no need to upgrade. The line coming in from the main should be fine.

The Superintendent asked if there were any questions regarding the MassWorks Cape View Way project. Commissioner Sala said he is still concerned about trenching. Superintendent Sawicki said when there is a plan it will go to the Town of Bourne. Commissioner Sala said he doesn't want the town of Bourne to come back six years later and there is no documentation. He said that MassDOT may not allow trenching on their section of the road. Ms. Berger said the District could do one side of the road from the center line over. Commissioner Melchionda thanked Ms. Berger for her assistance with the grant application. Stating it is a real asset for the District.

Commissioner Melchionda said he is concerned about the District putting money out before the project gets going. Ms. Berger said she doesn't think they should worry about it. The MassWorks Program has been running for quite a while and they have a good system. She said it is important that contractors get their pay requisitions to the District in a timely manner. She said they will have to work through that to minimize the time frame.

Ms. Berger said she will start communication with DOT as soon as possible so things get approved quickly. She said there shouldn't be any problems with digging because there is plenty of room for cars to get around and fewer homes in that area. She said if necessary tie ins can be done at night.

The Board thanked Ms. Berger and she left the meeting at 4:56 pm.

APPROVAL OF MEETING MINUTES DATED 12/20/22

Commissioner Sala made a motion to approve the meeting minutes dated 12/20/22 as written. Commissioner Melchionda seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Melchionda – yes.

DISCUSSION & POSSIBLE VOTE ON FY24 BUDGET & CAPITAL ARTICLES

The Superintendent said there are a couple of changes to the FY24 budget and capital articles since the last meeting, including the addition of the laborer position at \$23.17/hr. based on the Mass Water Works survey and salary information from Buzzards Bay, Bourne, Kingston and Plymouth. Also a 4% salary increase was added for comparison purposes. Commissioner Melchionda noted that the OT line item has increased as well as the line item for chemicals. The Superintendent said property maintenance, supply parts and the treatment plant costs have all increased. In addition, it will be necessary to do more water sampling next year and leak detection costs have increased slightly.

Superintendent Sawicki said currently there is a \$110,909.13 increase in the budget overall. But those numbers will be tweaked over the next several weeks. Commissioner Melchionda asked that a 3% and a 4% COLA increase be added to the budget so the Board can review and discuss at the next meeting. There was a brief discussion regarding vacation time for part-time employees. Commissioner Melchionda said the topic should be discussed at the next monthly meeting when Commissioner Bergeron is present. A discussion about the District personnel policy will be added to next month's agenda.

The Superintendent said he updated the estimates for the Norris Road transmission main and the Phillips Road water mains. The estimated cost is \$2.8 million for construction; raising \$150,000 and borrowing the remainder. Interest rates have increased again. He will ask the District's financial advisor, Lynne Welsh to run the numbers again. He said they will ask her to attend a meeting before the ADM in order to review the numbers and answer any questions the Board has. He said all of these increases will have an estimated cost per account for District taxes of \$76.00 for town of Bourne and \$130.00 for town of Sandwich.

Superintendent Sawicki mentioned that water bills in the town of Wareham show a breakdown of the charges per account by each project. He stated the District could possibly raise the rates for a specific project for a set amount of time, like a special assessment. He said a project like the well will affect everybody, but the water main will only help certain residents.

The Board also said they would like to discuss raising the salary of the Moderator and other positions at the next meeting.

DISCUSSION & POSSIBLE VOTE ON CLARK FIELD WATER REFILL STATION

Superintendent Sawicki said he has been gathering information from DEP regarding the water refill station at Clark field. His research shows the refill station would be considered a consecutive system??? The safest thing to do for the District would be to make them have their own public water supply??? The fact that there is a filter in the system will make them responsible. He said it would be in the best interest of the District to draft a document that says the town will be responsible for the water quality at the refill station. The Superintendent continued on to say he thinks it's a good idea, but is concerned about the liability for the District. Commissioner Melchionda said there wasn't much information at the last meeting and he is concerned because there are too many unknowns. He said he doesn't like that the refill station is not part of a building and there are questions about who would maintain it. Commissioner Sala said he did some research and it seems like the unit would be safe because you have to put your bottle in, hit the switch, and it opens. He said he would be opposed to any outside bubblers. He said the bubblers have not been taken off of the CPC plan yet. However, a decision needs to be made because the application has to be in at the end of the month. Commissioner Sala suggested tabling the discussion until next month and see what Bourne Water District does and go from there. If necessary, a quick zoom meeting could be held in order for them to get the application in on time.

The Superintendent said they could make an agreement that the town will maintain the unit but he said he still doesn't think that will hold the District harmless from a bacteria hit if they are not their own public water supplier. He said the filter is the problem. The Board agreed the project is a good one, but they have many concerns about the liability for the District. Commissioner Melchionda said the District is following DEP guidelines.

SUPERINTENDENT'S REPORT

Superintendent Sawicki told the Board that because of the fire at the permanganate plant, DEP is looking for stockpiles of the chemical. He informed DEP the District has a 90-day supply. He expressed concern they may want to take some of the District's supply.

The Superintendent said the new Assistant Superintendent, Manny Pacheco, is doing a great job working with Geoff Ray getting ready for Black Pond to go off line. He said there is no start date at this time. They are waiting for parts.

National Grid is 4-8 weeks out to install the line for the generator.

The date (5/10/23) and location (Sagamore Beach fire station) for the Annual District Meeting has been confirmed. The District will have to pay for the janitor for the meeting. The regular monthly meeting will be at 5 pm and the ADM will begin at 6 pm. The Phillips Road Homeowners Association will be there. Superintendent Sawicki said if the District doesn't change the start date of the project they may shoot it down. Commissioner Melchionda asked if a rep from GHD will be there. Superintendent Sawicki said yes.

TREASURER'S REPORT

Treasurer Fruci told the Board that there are 1,255 accounts with balances totaling \$192,510.40.

The Treasurer attended the Cape Cod Municipal Health Group meeting today and the Board voted on new health insurance rates for FY24. There will be a 4% increase for all health insurance plans and a zero increase for dental and vision plans. There are no health plan changes for deductibles and co-pays. Delta Dental did however increase their benefit to \$1,500 for the year. The CCMHG is encouraging all enrollees to utilize the prescription drug plans or consider HSA plans to lower premiums.

OLD BUSINESS

-RATE STUDY

Superintendent Sawicki told the Board things do not seem to be working out with Mr. Fox regarding the rate study. He suggested, if the Board approves, asking Kristen Berger if that is something she could possibly do for the District, stating there would be more opportunity for input. The Board agreed with the Superintendent's suggestion.

-PHILLIPS ROAD WATER MAIN PROJECT – PHASE 1 & NORRIS ROAD TRANSMISSION LINE

The Superintendent informed the Board he had a meeting with GHD about the Phillips Road water main – phase 1 and the Norris Road transmission line project. He included a summary of the meeting for the Board to review. He pointed out the final report for hydraulic modeling shows an increase from 370 to 698 gpm for Norris Road with the improvements. He said there was one issue that came up. The plan was to bring the main up and tie into the Norris Road tank. However, it turns out there is a gas main and a lot of water mains in the driveway so instead they are suggesting to tie in at Brady and Tecumseh. There would be a 50 gpm loss but it would allow them to tie in closer which would save \$60,000. All properties with the original PVC will tie into the booster zone which will increase their pressure. The water services connected to the AC pipe will be removed and they will be tied into the new 12" main. Services connected to the existing 8" PVC will remain and their pressure will increase. The Superintendent said it will save money on tying in new services as well. He suggested if the District does these projects as one bid, they would say it is preferred the project begin on Norris Road for the first 15 days and then move to Phillips Road.

There was a discussion about the 10-15 driveways on Phillips Road with cobblestone aprons. The Superintendent suggested going with GHD's recommendation and letting the contractor repair them if necessary. Commissioner Sala said technically they are not supposed to have cobblestone on town property. Town bylaws say nothing should be installed/located within the road way.

The Superintendent said he has been unable to get an agreement with the Army Corps of Engineers regarding the emergency access road at Scusset Beach at the end of Phillips Road. He suggested 2-way traffic on Phillips Road will be the way to go. The gate will only be used for emergencies.

COMMISSIONERS COMMENTS/SELECT ADM MEETING DATE/SELECT NEXT MONTHLY MEETING DATE

The next monthly meeting is tentatively scheduled for Wednesday, March 15, 2023 at 4:15 pm. Staff will confirm that date with Commissioner Bergeron. The District's financial advisor will be contacted as well to see if she can attend the March meeting.

ADJOURN

Commissioner Sala made a motion to adjourn the meeting at 6:00 pm. Commissioner Melchionda seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Melchionda - yes.

Respectfully submitted,

Maureen Fruci
District Clerk