

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES MARCH 16, 2022

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, March 16, 2022 at 4:15 pm via tele-conference per Governor Baker's order on June 16, 2021, extending remote meeting provisions until April 1, 2022.

Those who dialed in remotely at the start of the meeting were: Chairperson Mark Melchionda, Commissioner George Sala, Commissioner Mark Bergeron, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Engineer Kristen Berger and District resident Stephen Mealy.

Chairperson Mark Melchionda called the meeting to order at 4:19 pm with a roll call attendance: Commissioner Bergeron – yes, Commissioner Sala – yes, Commissioner Melchionda – yes.

4:15 APPOINTMENT – KRISTEN BERGER P.E., RESILIENTCE – TEST WELL PROGRAM UPDATE

ResilientCE engineer Kristen Berger provided the Board with an update on the test well program. She explained the primary focus at this time is the test well at the Black Pond site which would be a replacement well. The test well was installed adjacent to the current production well. So far the results of the pump test look positive. There was a question regarding the water quality results and will need further clarification from the hydrogeologist.

Ms. Berger said the next phase for this site is a 12" test well in order to get a better level of confidence in this location. Once the well has been permitted and installed the District would be able to ask DEP for an increase in withdrawal. The estimated cost for this work would be approximately \$125,000. Commissioner Bergeron asked if it would still be worthwhile to install the replacement well if DEP doesn't allow the increased withdrawal. Ms. Berger said it would be beneficial because Black Pond well isn't performing as it used to and it will provide redundancy. Commissioner Melchionda asked if a new line would be installed. Ms. Berger said if the District wants to increase the withdrawal then they should look at the hydraulics rather than re-piping. Superintendent Sawicki explained the increase in the withdrawal actually means the District would be taking the same amount of water, but moving the numbers around from one well (Church Lane) to another (Black Pond) and putting more clean water into the system. District resident Stephen Mealy asked if the District has the capability to detect iron, manganese and PFAS in the District water. Superintendent Sawicki said they can test for iron and manganese, but PFAS can't be done internally.

Ms. Berger said the Church Lane South test well and pump test was conducted, however the water quality was not as good as Black Pond. In order to fully investigate that area, the hydrogeologist recommends 2 more test wells and an observation well. This site would need to be surveyed in order to make sure any test well would be in a location that allows the District to own the entire Zone 1 for the well.

Three test wells were installed at the Weldon Park site, however the first two were all soft sand, the third had ok results at 120 feet. Ms. Berger explained there are other potential areas on the site so they are not giving up on it yet. That work can happen concurrent to Black Pond. It is possible to install 3 more test wells and an observation well. The cost would be approximately \$150,000 for that work. The wells at Church Lane South and Weldon Park would be considered new sources which involves a longer permitting process.

Commissioner Melchionda asked where the best place would be to use the District's money. Ms. Berger said Black Pond is a good option and the permitting for a replacement well is easier and can be done in a few years as opposed to 10 years for a new source. The Board agreed Black Pond looks like the best option at this point.

Superintendent Sawicki asked if there may be a more affordable drilling option than sonic drilling for test wells at Weldon Park. Ms. Berger said she will get pricing for the wash and drive drilling method. The Superintendent said if the District goes ahead with the replacement well there are a couple of different options; a pit less adapter or a pump house. He suggested a building with its own electrical system and Scada would be best so if something happens at one building the other could be used. He said it would be more expensive, but he thinks it's necessary for redundancy. Ms. Berger said she will have a preliminary cost estimate for both options in the next report.

There was a discussion regarding the cleaning of the lagoons at the treatment plant. Commissioner Melchionda asked Ms. Berger for some information about the engineering costs. She explained the cost would include the plans, specs and drawings showing the lagoons and preparing specifications for what the contractor will need to do. Commissioner Melchionda asked if NSWDC is one of the only water districts with lined lagoons. Ms. Berger said DEP requires lined lagoons. Commissioner Melchionda then asked what happens if the contractor found an issue with the lining. Ms. Berger said there is a layer of sand that protects the liner. In addition, the contractor will be careful during the excavation not to tear the liner. If it is damaged during the process, the contractor would be liable for the repairs.

The Board decided to move on to discuss the MassWorks grant application so that engineer Kristen Berger could take part in the discussion.

OLD BUSINESS

-Cape View Way – MassWorks Grant

Superintendent Sawicki explained the District has to submit an expression of interest by this Friday for the MassWorks grant. He said the application will be in the District's name and Cape View Way will assist with other portions of the grant. Engineer Kristen Berger explained the expression of interest is the first step in the process and if approved, the full application would be due in early June.

Commissioner Melchionda asked Ms. Berger if she has experience with these grants. Ms. Berger said she has and explained that for this type of grant you need to team up with a private developer and in this case, because it's affordable housing, she thinks it could work in the District's favor. Commissioner Sala asked who would be doing the work. The Superintendent said the District will complete the application because it involves technical specifications. The actual physical work will be completed by the District as well.

The Superintendent said engineer Kristen Berger will do the estimate for the project to make sure the amount of money requested covers the cost of the project with a healthy contingency. Superintendent Sawicki said the District should add contingencies just in case the District doesn't receive the grant or the grant doesn't cover the entire cost of the project, the developer would have to pay the difference. Commissioner Melchionda suggested the District add that the developer cannot begin work on the project until the grant is received or the water main replacement is completed. Ms. Berger said the District should provide MassWorks with all of the information they need to approve the project. Ms. Berger left the meeting at 5:16 pm.

APPROVAL OF MEETING MINUTES DATED 2/16/22

Commissioner Bergeron asked the Clerk to add that he had to leave the meeting at 5:45 pm. Commissioner Sala made a motion to approve the meeting minutes dated 2/16/22 with the change as noted. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Bergeron – yes, Commissioner Sala – yes, Commissioner Melchionda – yes.

DISCUSSION & POSSIBLE VOTE ON DISTRICT PERSONNEL POLICY

The Superintendent reviewed the personnel policy changes that were discussed with the Board at last month's meeting. He began with the increase in the amount of the on-call stipend as well as increasing it from 39 weeks to 52 weeks to include the Superintendent.

There was a discussion regarding a change to the personnel policy relating to on-call personnel and local residency. The Board said Attorney Troy should review the policy language prior to being voted on.

Superintendent Sawicki withdrew his proposal to reinstate the Assistant Superintendent's position at this time.

Commissioner Sala made a motion to increase the on call stipend from \$100 to \$200 per week from May 1st to September 30th and from \$100 to \$150 per week from October 1st to April 30th, to include the Superintendent. Commissioner Sala continued on to say for the record, Superintendent Sawicki has been on call and has not received the on-call stipend. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala - yes, Commissioner Bergeron – yes, Commissioner Melchionda – yes.

Commissioner Sala made a motion to add Juneteenth to the District's paid holiday list. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Bergeron – yes, Commissioner Melchionda –yes.

There was a discussion about the possible elimination of the MCPPO designation in the personnel policy. After a brief discussion the Board decided the MCPPO designation/stipend should remain in the personnel policy as a one-time stipend. They also decided Superintendent Sawicki should receive the one-time stipend of \$3,500 because he completed and received the MCPPO designation. Commissioner Sala made a motion that the MCPPO and Treasurer Certifications are one-time stipends. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Bergeron – yes, Commissioner Melchionda – yes.

Commissioner Sala made a motion to give Superintendent Sawicki the one-time MCPPO stipend of \$3,500. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Bergeron – yes, Commissioner Melchionda – yes.

DISCUSSION & POSSIBLE VOTE ON FY23 BUDGET & CAPITAL ARTICLES

Superintendent Sawicki provided the Board with an updated proposed FY23 budget. He said that although the Board has not approved it yet, a 4% COLA and the increase to the on-call stipend were added to the budget to show the impact the higher numbers will have on the overall budget. After a brief discussion the Board decided to add 3% COLA for FY23. Commissioner Sala made a motion to add 3% COLA to the FY23 budget. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala - yes, Commissioner Bergeron - yes, Commissioner Melchionda - yes.

Superintendent Sawicki said free cash has been estimated at \$125,000 but has not been certified by DOR yet so that number could change. The District property maintenance article was lowered to \$80,000. The Superintendent suggested adding \$50,000 to the New Source Engineering/Test Wells article in order to move forward with the work at Black Pond and Weldon Park. The Superintendent suggested the District have a rate study completed in the near future. The Board agreed a rate study should be done considering all of the projects the District has planned.

The Superintendent reviewed the projected budget out to FY28. He explained that with the Phillips Road water main replacement and the Black Pond well and the overall increased cost of goods there will be increases for all District customers over the next few years.

Commissioner Sala had to leave the meeting at 6:30 pm.

SUPERINTENDENT'S REPORT

Superintendent Sawicki said the District will begin flushing in April. An advertisement will be placed in the Bourne Enterprise notifying residents. Signs will be posted throughout the District as well.

The Superintendent said attorney Bob Troy has been in contact with the homeowner's attorney regarding the language on the deed for moving the easement on 337 Phillips Road.

The Superintendent provided the Board with a draft document for the disposal of the truck and generator.

There is nothing new to report on the ARPA funding.

Superintendent Sawicki informed the Board he will be taking vacation 4/18/22-4/22/22.

TREASURER'S REPORT

Treasurer Fruci reported that reminder letters were sent on 3/3/22 to 269 accounts with past due balances from the January water bill. As of this date there are 180 past due accounts totaling \$20,526.37. Certified letters will be sent at the end of March.

Consultant Teresa Johnson worked with the Treasurer to complete reports for free cash certification.

NEW BUSINESS

-Resignation of Moderator

Commissioner Melchionda said it was brought to his attention that Ron Morgan will be stepping aside as Moderator of the District. He said Superintendent Sawicki suggested asking District resident Stephen Mealy if he would be interested in the position. Mr. Mealy said he would be honored. Commissioner Melchionda said Ron Morgan will come to the meeting to pass the gavel on to the next Moderator.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The next monthly meeting is scheduled for Wednesday, April 13, 2022 at 4:15 pm. The meeting will be held at the District office.

ADJOURN

Commissioner Bergeron made a motion to adjourn the meeting at 6:43 pm. Commissioner Melchionda seconded the motion. Roll call vote: Commissioner Bergeron - yes, Commissioner Melchionda – yes.

Respectfully submitted,

Maureen Fruci,
District Clerk