

NORTH SAGAMORE WATER DISTRICT BOARD OF WATER COMMISSIONERS

MEETING MINUTES

NOVEMBER 18, 2020

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, November 18, 2020 at 4:15 pm via tele-conference per Governor Baker's order suspending certain provisions of the open meeting law dated March 10, 2020 due to the Coronavirus (Covid-19). Chairperson Mark Bergeron called the meeting to order at 4:15 pm.

Those who dialed in at the start of the meeting were Chairperson Mark Bergeron, Commissioner Mark Melchionda, Commissioner George Sala, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Assessor for the town of Bourne, Rui Pereira and Assistant Assessor for the town of Sandwich Ben Styche.

UNDER CHAPTER 40, SECTION 56, AS AMENDED BY CHAPTER 369 OF THE ACTS OF 1982, AND CHAPTER 79 OF THE ACTS OF 1983, THE BOARD OF WATER COMMISSIONERS WILL CONDUCT A PUBLIC HEARING ON WHETHER THE NORTH SAGAMORE WATER DISTRICT/BOURNE PORTION SHOULD IMPLEMENT THE CLASSIFICATION ACT FOR FISCAL YEAR 2021

Rui Pereira Interim Assessor for the town of Bourne provided the information for the classification hearing. He explained the Board is only voting on whether or not to keep a single rate and class of property for the town of Bourne. The District tax rate information will be available when the numbers from North Sagamore Water District are available. Mr. Pereira explained the total valuation for FY21 has increased for District 3 (North Sagamore Water District) from \$768,030,580 for FY20 to \$798,309,220 for FY21. Currently there is a single tax rate because there is not enough of a commercial tax base to develop a split tax rate. Based on the information from the Board of Assessors from the town of Bourne Commissioner Melchionda made a motion to approve a single tax rate for FY21 with no residential exemption, no open space discount, and no small commercial exemption. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes. Mr. Pereira informed the Board it may be necessary to have another meeting to ratify the District tax rate. Mr. Pereira signed off from the meeting at 4:27 pm.

UNDER CHAPTER 40, SECTION 56, AS AMENDED BY CHAPTER 369 OF THE ACTS OF 1982, AND CHAPTER 79 OF THE ACTS OF 1983, THE BOARD OF WATER COMMISSIONERS WILL CONDUCT A PUBLIC HEARING ON WHETHER THE NORTH SAGAMORE WATER DISTRICT/SANDWICH PORTION SHOULD IMPLEMENT THE CLASSIFICATION ACT FOR FISCAL YEAR 2021

Ben Styche Assistant Assessor for the town of Sandwich explained that not much has changed in the District from year to year as most properties are residential. However, there has been a 4.3% increase in property values. Mr. Styche said the numbers suggest adopting a factor of 1 for FY21 with no residential exemption, no small commercial exemption, and no open space discount. Commissioner Melchionda made a motion to accept a factor of 1 with no residential exemption, no small commercial exemption, and no open space discount. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

APPROVAL OF MEETING MINUTES DATED 10/21/20

Commissioner Melchionda made a motion to accept the meeting minutes dated 10/21/20 as written. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

DISCUSSION & POSSIBLE VOTE ON BOURNE DALE TANK REHABILITATION PROJECT UPDATE AND CHANGE ORDER #1

Superintendent Sawicki informed the Board the Bournedale tank project is now complete with the exception of the valve replacement and chlorination which should be done this week. The tank should be back online after Thanksgiving. There is a credit of \$5,300 for some concrete repairs that were not necessary. The Superintendent provided the Board with an updated change order (\$4,339) for the valve that needs to be replaced. The change order includes the credit of \$5,300. A copy of the pay requisition (\$202,364.25) was also given to the Board. The Superintendent asked the Board to vote on the change order and the pay requisition and stop by the office to sign the paperwork. He also told the Board the bids for the interest rate for the BAN were received yesterday. Cape Cod Five provided the lowest rate of .60%. At the Annual District Meeting the District voted to borrow \$175,000 for the project but it is only necessary to borrow \$100,000.

Commissioner Melchionda made a motion to approve the change order of \$9,639 with a credit of \$5,300 for a total cost of \$4,339 to the District. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

Commissioner Melchionda made a motion to approve the pay requisition of \$202,364.25. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

Commissioner Melchionda made a motion to accept the interest rate from Cape Cod Five of .60% for the \$100,000 municipal note (BAN) for the Bournedale tank project. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

DISCUSSION & POSSIBLE VOTE ON UPDATES/CHANGES TO WILDWOOD LANE PROPOSED WATER MAIN PLAN

The Superintendent told the Board Hebb Builders wants to relocate a water main for buildings 7 and 9. He provided the original plan to the Board with the buildings marked. He explained Hebb Builders wants to run the water line behind the building and install the septic system in the front. The as-built and the plan will reflect these changes. Commissioner Sala asked if he had this information in writing. The Superintendent said he has the email from Hebb Builders. Commissioner Melchionda said he wants it put in writing that the water line will be private and not the responsibility of North Sagamore Water District. Commissioner Melchionda asked if they will chlorinate. Superintendent Sawicki said yes. Commissioner Sala made a motion to accept the plans as presented noting that the water line will remain a private water line. Commissioner Melchionda seconded the motion. All Board members were in favor. Roll call vote - Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

DISCUSSION & POSSIBLE VOTE ON 274 WILLISTON ROAD – REQUEST TO MOVE FIRE HYDRANT AT OWNER'S EXPENSE

Superintendent Sawicki informed the Board the owner of the lot at 274 Williston Road has sub divided it into 2 lots. He wants to put a driveway where there is an existing fire hydrant. He asked if it would be possible to

move the hydrant approximately 30 feet, at his expense. The Superintendent said the only cost to the District will be the inspection. In addition, the District will benefit because the hydrant will be replaced with a new hydrant. Commissioner Melchionda asked that the hydrant gate be plugged as well. There was a discussion regarding the contractor who will perform the work. Commissioner Melchionda made a motion that the owner of 274 Williston Road, will at his own expense, have a reputable contractor replace the existing fire hydrant with a new fire hydrant using all new equipment, plug the hydrant gate and move the hydrant 30 feet. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote - Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

DISCUSSION & POSSIBLE VOTE ON PHILLIPS ROAD WATER MAIN AND NORRIS ROAD TANK TRANSMISSION MAIN PROJECT – ENGINEERING PROPOSAL

Superintendent Sawicki presented the Board with the engineering proposal from GHD for the Phillips Road water main project which was postponed at the last meeting. The price for engineering (\$157,065) for the project includes continuing the water main to the end of Phillips Road in Sandwich and the transmission line from Clark Road to the Norris Road tank. The Superintendent said he just wants to begin the discussion of the project which won't be done until FY25. It's a very ambitious project which is complicated with Scusset Beach, permits, federal and state government etc. He told the Board he did an in-house estimate for the entire project and at this time the number comes in around \$5,000,000. He said the District spends a lot of it's time on repairs on Phillips Road and dealing with issues related to filling the Norris Road tank.

The Board discussed whether or not to continue the project to the end of Phillips Road. Commissioner Melchionda asked the Superintendent to get a price for the project stopping before the end of Phillips Road and doing the transmission line. The Superintendent said the cost for the project going up to the pillars on Phillips Road and the transmission line would be approximately \$2,748,016. The engineering cost would be a bit less as well. The Board then discussed milling and paving vs. chip seal. Commissioner Sala said the paving would have to be discussed with the new Bourne DPW director. Commissioner Melchionda asked if the District is required to get other bids for the engineering portion of the project. Superintendent Sawicki said no, however the District is free to get other proposals. Superintendent Sawicki suggested maybe a rate survey should be done in the near future to get water rates and taxes to a 50/50 split. He said the survey should be done by a company that understands the tax and rate split. He noted there is plenty of time to discuss all of these issues. Commissioner Bergeron asked if GHD can come to the next meeting and explain the engineering plans in more detail. The Superintendent said he will contact GHD.

SUPERINTENDENT'S REPORT

The Superintendent covered all material in previous agenda items.

TREASURER'S REPORT

Treasurer Fruci told the Board currently there are 44 accounts with past due balances from the July water bills which total \$13,646.78. Of those accounts, 13 accounts totaling \$6,908.20 were sent to the town of Bourne to be placed on water tax lien. A \$50.00 lien fee will be added to each account of those accounts. The Treasurer will send the Board the November Treasurer's Report when she returns to the office.

NEW BUSINESS

None

OLD BUSINESS

-COVID-19 OPERATIONS

Superintendent Sawicki said they are doing everything possible to keep the District running safely and smoothly.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The Board wished everybody a Happy Thanksgiving. They thanked all staff for a job well done and thanked the Superintendent for all of the updates he has provided to the Board. Commissioner Melchionda told Superintendent Sawicki, "It's a pleasure having you on board as Superintendent.". The other Board members agreed. The Board selected Wednesday, December 16, 2020 at 4:15 pm for the next monthly meeting.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 5:22 pm. Commissioner Sala seconded the motion. The motion was accepted. Roll call vote: Commissioner Melchionda – yes, Commissioner Sala – yes, Commissioner Bergeron – yes.

Respectfully submitted,

Maureen Fruci,
District Clerk