

**NORTH SAGAMORE WATER DISTRICT**  
**MEETING MINUTES FEBRUARY 27, 2018**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Tuesday, February 27, 2018 at 4:00 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Chairperson Mark Bergeron called the meeting to order at 4:00 pm. Chairperson Bergeron asked for a moment of silence for Commissioner Sala's brother.

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

**APPROVAL OF MEETING MINUTES DATED 1/23/18**

Commissioner Melchionda made a motion to approve the meeting minutes dated 1/23/18 as written. Commissioner Sala seconded the motion. The motion was accepted.

**DISCUSSION & POSSIBLE VOTE ON AWARDING CONTRACT FOR CHURCH LANE GRAVEL PACKED WELL REDEVELOPMENT AND PUMP REPAIR**

Superintendent Sawicki presented the Board with the quotes for the Church Lane well redevelopment and pump repair project. The lowest bid was from D.L. Maher Co. for \$21,570, Maher Services Inc. was \$23,400 and Weston & Sampson at \$32,859. Based on the bids the Superintendent recommended the District accept the bid from D.L. Maher Co. Commissioner Melchionda made a motion to accept D.L. Maher with their bid of \$21,570 for the Church Lane well redevelopment and pump repair. Commissioner Sala seconded the motion. All Board members were in favor.

**DISCUSSION OF NORRIS ROAD TANK PROJECT**

The Superintendent updated the Board regarding the 1 ft. x 1 ft. section of paint that fell off the Norris Road tank. Worldwide Industries will come back to repair the issue when the weather is warmer. Superintendent Sawicki made it clear the District will not pay any extra inspection fees.

**DISCUSSION & POSSIBLE VOTE ON FY19 BUDGET AND FY 19 CAPITAL ARTICLES**

The Board was given the updated proposed FY19 budget and FY19 capital articles.

The Board reviewed the proposed FY19 capital articles. Superintendent Sawicki explained the funding for the FY19 Filter Media Rehab article as follows: \$300,000 will be transferred from the FY18 storage tank upgrade article, \$121,000 will be transferred from free cash, the District will raise \$99,000.

There was a discussion of FY19 Meter Upgrade article. The Superintendent explained to date 1,150 (out of 1775) radio read meters have been installed. Commissioner Sala suggested the District should get more aggressive with the meter upgrades. Commissioner Melchionda recommended increasing the funding for this article to \$40,000.

FY19 Light Duty Truck article - The District will purchase a new smaller basic pickup truck which will be used by the Assistant Superintendent. The estimated cost is \$26,478.50 with an additional \$3,500 for tool boxes, racks and lettering.

The Board reviewed each line item in the proposed FY19 budget. Commissioner Sala suggested the District may need to increase the employee training line item to be in compliance with new OSHA regulations. The Superintendent will look into it.

Commissioner Bergeron asked if the solar array is helping offset the District's electricity costs. The Superintendent explained it is helping but unfortunately electricity costs have risen.

After some discussion regarding the employee cost of living increase the Board recommended adding a 2% increase for all employees.

The Board asked the Treasurer to make sure the workers comp line item won't need to be increased with the new full time employee being added.

The Board will do a final review and vote on the FY19 budget and capital articles at the next monthly meeting.

### **SUPERINTENDENT'S REPORT**

Superintendent Sawicki informed the board the District will have a sanitary survey this year.

The District received another small grant for a rate study.

Hebb Builders is renovating a home at 347 Phillips Road. The home is situated on a 2" main that runs through the dunes. The builder will do the excavation. This led to a discussion of the water main on Phillips Road. Commissioner Sala recommended the District look into replacing the water main in the near future. Superintendent Sawicki said the project may have to wait until FY24 when the treatment plant loan will be paid off.

Flushing notices will be posted throughout the District in mid-March with the flushing to be done in April.

The Superintendent said he would like to replace the pumps at Weldon Park. The cost is approximately \$8,000 per pump. The District will replace one pump before this summer and the other one next year.

Commissioner Melchionda asked if there were any further developments regarding the tax abatement for the solar array. The Superintendent said the abatement was filed with the Town of Bourne and is being reviewed by Attorney Troy.

Commissioner Melchionda recommended the posting of the Annual District Meeting notice should be done by a constable going forward.

Commissioner Melchionda asked the Superintendent why the District's pumping numbers were up by 2 million gallons from last year. Superintendent Sawicki said leaks on Phillips Rd., Diandy Rd. and Norris Rd. were the cause.

**TREASURER'S REPORT**

Treasurer Fruci updated the Board on the January water billing. Reminder letters were sent on 2/22/18 to 325 accounts. To date the District has received \$176,935.78 in payments.

Consultant Teresa Johnson will be coming in on Friday, 3/2 to continue working with the Treasurer on audit, DOR and free cash certification preparation.

**OLD BUSINESS**

Commissioner Melchionda asked if there were any updates on the Wildwood project. Superintendent Sawicki said the foundations are in on the next phase of the project.

**ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING**

The Superintendent informed the Board the transfer switch at the Norris Road booster station has failed. He will get a price on replacing it tonight (2/27). It is an issue that needs to be addressed immediately. Commissioner Sala suggested the Superintendent call DCAM??? to get a waiver on the bid process if necessary.

**COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE**

The next monthly meeting is scheduled for Tuesday, March 20, 2018 at 4:00 pm.

**ADJOURN**

Commissioner Melchionda made a motion to adjourn the meeting at 5:00 pm. Commissioner Sala seconded the motion. The motion was accepted.

Respectfully submitted

Maureen Fruci  
District Clerk