

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES JANUARY 19, 2022

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, January 19, 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 and District resident Stephen Mealy.

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

APPROVAL OF MEETING MINUTES DATED 12/14/21

Commissioner Sala made a motion to approve the meeting minutes dated 12/14/21 as written. 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

Superintendent Sawicki presented the Board with a preliminary FY23 budget. He began by reviewing the salary line items. He proposed raising the on call stipend from 5/1–9/30 because during that time of the year the hours required to monitor the Scada computer increases significantly, particularly since the retirement of the Assistant Superintendent. Currently the on call stipend is \$100 plus 4 hours each for Saturday and Sunday. The Superintendent proposed increasing the stipend portion to \$350 during those months only. The Board discussed the increase and suggested the Superintendent put together some numbers for next month's meeting.

The Board continued to review each line item. The Superintendent said the new health insurance rates were not available yet. Electricity can be reduced because of solar credits. The water analysis will be increased for PFAS sampling. The Board suggested keeping the legal and reserve line items as is. The Barnstable County Retirement line item decreased by \$10,000 with one less employee. Superintendent Sawicki said he will get a better estimate for the chemical line item as it gets closer to the Annual District Meeting. The audit line item will increase for FY23.

DISCUSSION & POSSIBLE VOTE ON FY23 CAPITAL ARTICLES

Superintendent Sawicki reviewed the proposed FY23 capital articles with the Board:

District property maintenance - \$120,000 for District property maintenance (including the ladder on the Clark Road tank, professional pressure washing the 2 metal water tanks, the roof on the Church Lane well, lagoons, the tow behind compressor and the office generator)

OPEB - \$3,000

New test wells - \$50,000

Replace 2013 pick-up truck - \$35,000

He explained there is \$53,650 left in the FY22 utility truck article after the deposit of \$11,350.

Commissioner Melchionda suggested having the dump truck and the new Chevy truck treated with New Hampshire oil.

District resident Stephen Mealy suggested the District increase the amount of the yearly OPEB deposit. There was a discussion regarding the District's OPEB liability. Mr. Mealy said that liability could impact the District's borrowing. He suggested reaching out to a lender to get more information. There was a discussion about moving some money around in the budget in order to increase that deposit. Mr. Mealy also recommended making the OPEB deposit a regular line item in the operating budget in order to have consistency. OPEB information will be put together for the next monthly meeting.

Commissioner Melchionda asked about the tow behind compressor. The Superintendent explained the compressor dates back to 1977 and he doesn't want to get rid of it. However, he suggested keeping it on the capital plan so when the time comes to replace it the District is prepared.

The Superintendent will contact South Shore Generator to install the office generator.

Superintendent Sawicki said if the Board is fine with these articles he will sharpen up the numbers. He said that based on the preliminary budget there was an overall increase of \$38,000 which may change depending on the OPEB deposit and estimates on other items.

There was a discussion regarding ARPA funds and how those funds will be used. Superintendent Sawicki said the county is asking for recommendations on how the money should be spent. Commissioner Melchionda asked if the District received a response from the letter that was sent to Senator Moran. He said not as of this date. It was suggested following up on the letter from Senator Moran and sending letters to Representative Xiarhos and to the county as well.

Superintendent Sawicki mentioned a rate study should be done in the next couple of years. He suggested perhaps adding another rate/tier to target the higher water users.

DISCUSSION & POSSIBLE VOTE ON 2011 GMC TRUCK

Superintendent Sawicki told the Board the Field Supervisor's truck has rotted springs and is unsafe to drive. It could possibly be repaired if a frame could be located from the same type of truck. But he thinks it would be wiser to trade the truck or sell it for surplus parts. A written policy will have to be drafted and voted on by the Board if they decide to sell the truck for surplus parts. He said the District should receive the new truck in April or May.

SUPERINTENDENT'S REPORT

Superintendent Sawicki told the Board he received a request from the town of Bourne to be a member of a newly created Wastewater Advisory Committee. After a brief discussion the Board agreed it would be a good idea to have a representative from the water district.

The CCR notification was included in the January water bills. The report is on the District's website and hard copies are also available at the District office and at the Sagamore Beach post office.

PFAS sampling will be done on Monday 1/24/22.

The Plant Operator is out on paternity leave and will return on Monday.

The Assistant Treasurer's children tested positive for Covid. She will be off until next Tuesday.

The Superintendent said he is planning to take vacation time 2/22-2/24/22.

The District received reimbursement from the insurance company for the tree trimming and removal and for the roof repairs. Commissioner Melchionda recommended using Certainteed coastal heavy shingles that have a lifetime warranty.

TREASURER'S REPORT

Treasurer Fruci told the Board 1877 water bills were mailed on 1/13/22 for a total commitment of \$227,613.92.

DOR approved the town of Sandwich district tax rate at .85.

The Treasurer said it's time for the District to meet the Conflict of Interest requirement. This year employees only need to acknowledge receipt of the Conflict of Interest Summary by February 14, 2022.

Treasurer Fruci asked the Board to choose a date for the Annual District Meeting. The Board chose Wednesday, May 4, 2022. Commissioner Bergeron will check with Clark Hall to see if it's available.

NEW BUSINESS

None

OLD BUSINESS

Superintendent Sawicki said he spoke with the owner of 337 Phillips Road regarding the easement on her property. She has agreed to assume all costs associated with moving the main and easement. The Superintendent said he drafted an order of conditions which will be given to Attorney Bob Troy for his review. Commissioner Bergeron made a motion to approve the order of conditions at 337 Phillips Road, as written. Commissioner Sala seconded the motion. All Board members were in favor. Roll call vote: Commissioner Bergeron – yes, Commissioner Sala – yes, Commissioner Melchionda – yes. The Superintendent asked the Board to stop by the office and sign the paperwork.

The Board briefly discussed the ZBA meeting scheduled for later that evening.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The next monthly meeting is scheduled for Wednesday, February 16, 2022 at 4:15 pm.

ADJOURN

Commissioner Sala made a motion to adjourn the meeting at 6:02 pm. Commissioner Bergeron seconded the motion. All Board members were in favor. Roll call vote – Commissioner Sala – yes, Commissioner Bergeron – yes, Commissioner Melchionda – yes.

Respectfully submitted,

Maureen Fruci, District Clerk