

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES NOVEMBER 18, 2019

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Monday, November 18, 2019 at 4:15 pm at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Commissioner George Sala called the meeting to order at 4:15 pm.

Those in attendance at the start of the meeting were: Chairperson George Sala, Commissioner Mark Bergeron, Commissioner Mark Melchionda, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Bruce Cabral and Rui Pereira from the Town of Bourne Assessors Department.

CLASSIFICATION HEARING – TOWN OF BOURNE

Bruce Cabral Assessor for the Town of Bourne said the Board of Assessors recommends one tax rate for all classes of property for 2020 with no residential exemption, no open space discount, and no small commercial exemption. Mr. Cabral said based on estimated numbers the tax rate may be less than last year however at this point it is only an estimate. Commissioner Melchionda made a motion to accept the recommendation from the Board of Assessors for the Town of Bourne to retain one tax rate for FY2020 with no residential exemption, no open space discount, and no small commercial exemption. Commissioner Bergeron seconded the motion. All Board members were in favor. Superintendent Sawicki said the tax rate will probably be similar to last year's rate of .89.

APPROVAL OF MEETING MINUTES DATED 10/8/19 & 10/21/19

Commissioner Bergeron made a motion to accept the meeting minutes dated 10/8/19 as written. Commissioner Melchionda seconded the motion. The motion was accepted.

Commissioner Melchionda made a motion to accept the meeting minutes dated 10/21/19 with a change - the adjournment time should be 2:00 pm and add that there was some discussion of the construction phase of the project at the tank site. Commissioner Bergeron seconded the motion. The motion was accepted.

DISCUSSION & POSSIBLE VOTE ON AVAILABLE CAPACITY FOR FUTURE DEVELOPMENT

Superintendent Sawicki presented the Board with a draft policy he worked on with engineer Kristen Berger for available water capacity and future development in the District.

There was a discussion of all of the factors that were considered for the policy including the current capacity of the District's pumps and wells, maximum withdrawal according to the District's WMA permit, capacity of the storage tanks relative to peak demands and fire protection and potential water usage from previously approved projects. Based on all of these factors the available water is 22,600 gallons per day. Any development that has already been approved by the District has been accounted for in that number and any new buildout will be deducted as it is approved.

The Superintendent suggested it's a good idea to have these numbers as developers come to the District asking for water. He said the engineering cost associated with preparing the policy

was approximately \$2,500. Commissioner Melchionda made a motion to accept the new NSWDC policy for available water capacity for future development as written. Commissioner Bergeron seconded the motion. All Board members were in favor.

DISCUSSION & POSSIBLE VOTE ON THE BEACH WELL HAZARD MITIGATION GRANT

-Funding

Superintendent Sawicki informed the Board the District has made it to the next step in the grant approval process for the beach well hazard mitigation grant. If approved, the District would pay out the costs associated with the work and be reimbursed by the federal government within 30-45 days. The funds would be taken out of the capital stabilization fund until reimbursement. The District will also have to provide a 25% match most of which would be in-kind services. There will need to be a special District meeting. If the District receives the grant, attorney Bob Troy will have to review it.

-Written Procurement Policy for Federal Funds

The Superintendent put together a draft written procurement policy that fits the needs of the District as part of the grant process. The engineering services will have to be re-bid in order to be reimbursed. The grant includes replacing some of the electrical, installation of a flood door, filling in the cellar, installation of a sump pump, installation of an emergency generator which will be elevated and securing the propane tanks. Superintendent Sawicki said the Board can wait to see if the District receives the grant before a vote is taken.

DISCUSSION OF FY21 BUDGET

Superintendent Sawicki gave the Board preliminary budget estimates for the FY21 labor salaries with the additional part time position included for their review.

DISCUSSION OF FY21 CAPITAL ARTICLES – PHILLIPS ROAD WATER MAIN & BOURNE DALE TANK REHABILITATION

The project summary from Environmental Partners for the Bourne Dale tank project was given to the Board. The report included an estimate for coating the whole interior of the tank which will bring the total of the project from \$150,000 to \$300,000.

The Superintendent and Treasurer met with financial advisor Lynn Foster Welsh about borrowing funds for the Bourne Dale tank project and the Phillips Road water main replacement project at the same time. This would allow the District to leave funds in the stabilization account and free cash for smaller projects. The options for borrowing would be state house notes, bans or bonds. Superintendent Sawicki said he wanted to start the conversation but does not have a cost estimate at this point.

DISCUSSION & POSSIBLE VOTE ON ISO REQUESTS FOR FLOW TESTING

Superintendent Sawicki said the Bourne fire chief asked if the District would be willing to do flow testing for the Insurance Services Office. If the water system meets their criteria the District customers could benefit by getting better rates. The cost for the testing is \$2,800.

Commissioner Sala asked if it is being done town wide. Superintendent Sawicki said he will check with the other Districts before a decision is made.

SUPERINTENDENT'S REPORT

There was a discussion regarding Hebb Builders Wildwood Lane project and their refusal to sign the letter from the District asking for a new clearly marked plan and recording the order of conditions at the Registry of Deeds. The Board voiced their frustration with all of the changes that Hebb Builders have made to the original plan. The Board has given them until 11/22/19 to provide the new plan to the District. After a lengthy discussion the Board said the Superintendent should contact the Board of Health and explain the situation and if necessary refund the connection fees for the 3 lots that were recently approved for water. Commissioner Melchionda made a motion that availability of water for Hebb Builder's 63 Wildwood Lane will be rescinded due to non-compliance with the District's letter dated 10/9/19 if they don't provide the new plan by 11/22/19. Commissioner Bergeron seconded the motion. All Board members were in favor.

The Superintendent told the Board the insurance company discovered the tow behind compressor was never properly registered and the VIN number was never recorded. The insurance company suggested the District get a bill of sale and go back to the RMV and have the compressor registered and insured.

TREASURER'S REPORT

Treasurer Fruci reported there are a total of 63 accounts with past due balances from the July water bill totaling \$10,589.71. There were 9 accounts that were sent to the town of Bourne for water liens totaling \$5,191.66.

The Treasurer told the Board a rep from Berry Insurance in Franklin stopped by the office to see if the District would be interested in getting a presentation of their insurance products and prices. The Board said it would be fine to get a quote from their company.

Ed Childs, Assessor for the Town of Sandwich would like to select a date for the Classification Hearing on 12/3, 12/4 or 12/5 (12/5 works best for Sandwich). The Board agreed that 12/5/19 at 3:00 pm would work for everybody.

Consultant Teresa Johnson will be in tomorrow to continue working with the Treasurer on the Audit and Recap schedules.

NEW BUSINESS

Commissioner Bergeron informed the other Board members he received a letter from a District customer regarding a large water bill she received. The Superintendent explained the irrigation was running at the property while nobody was living there. The meter was tested and found to be in good working order. After a careful review of the customer's account it was determined the water was used for irrigation and the bill (which was paid in full) will stand as is.

-4-

OLD BUSINESS

-Norris Road Tank Rehabilitation

Superintendent Sawicki told the Board the Norris Road tank was drained and all the repairs were completed on Saturday. There was some sediment that will be cleaned and the tank will be filled.

-Canal Street Crossing – Planning Board Meeting Update

The Superintendent informed the Board he attended the town of Bourne planning board meeting regarding the Canal Street Crossing project. He said there was one District resident who spoke out against the project. There will be another meeting on 12/12/19.

ANY BUSINESS NOT REASONABLY ANTICIPATED WITHIN 48 HOURS OF MEETING

None

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The holiday luncheon is scheduled for Friday, December 20th. The next monthly meeting is scheduled for Tuesday, December 17th at 4:00 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 6:05 pm. Commissioner Bergeron seconded the motion. The motion was accepted.

Respectfully submitted,

Maureen Fruci, District Clerk