

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES JANUARY 20, 2021

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, January 20, 2021 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, representatives from Horsley & Witten Joe Henderson and Gemma Kite, Peter Freeman from Freeman Law Group and District resident Stephen Mealy.

APPOINTMENT – HORSLEY & WITTEN – DISCUSSION OF PROPOSED AFFORDABLE HOUSING PROJECT (40B) AT CAPE VIEW DRIVE

Horsley & Witten engineers Joe Henderson and Gemma Kite and Peter Freeman legal representative from the Freeman Law Group presented an overview of the proposed affordable housing project to the Board. Mr. Henderson explained the project is a town of Bourne sponsored affordable housing project located off Meetinghouse Lane next to the fire station and behind the post office. Previously the 3-acre site was proposed to be a 7 lot subdivision. However, that project did not go through. The proposed project is a 51 unit building comprised of 1, 2 and 3 bedroom units. The estimated water usage would be approximately 8,600 gallons per day on an average day, with 17,000 gallons on a max day. Mr. Henderson presented a picture of the site plan to give the Board a better idea of the building location, looped roadway and existing water main locations. The developer said they intend to install all new water lines as needed and provide a looped connection to Homestead Road. He explained they will need to get an easement from the abutter at 41 Meetinghouse Lane which they have confidence they will obtain. At this point they are in the preliminary stages of the project, preparing the application for the town of Bourne. Mr. Henderson said he spoke with Superintendent Sawicki regarding a capacity analysis and asked what the next steps are in the process to get the approval of water for the project.

The Superintendent asked if the developer is thinking about replacing the 8" PVC water main which was installed when the initial project began but was never completed. Mr. Henderson said they will do what the District thinks is best as far as the water main is concerned. Commissioner Melchionda asked if they have had a meeting with the fire department, health department or planning board yet. Mr. Henderson said they have only had a preliminary discussion with the conservation department. Commissioner Melchionda said there will be no irrigation allowed on the property for this project. Commissioner Bergeron asked if the property would be tax exempt. Superintendent Sawicki said he was told it would not be a tax exempt property.

Commissioner Melchionda explained this project is a change of use for this site. He said its been on the District books as a 7 lot subdivision which is much different than the project being presented now. The District would need system upgrades. In addition, the District is nearing its water permit capacity. Superintendent Sawicki said this project will use almost half of the District's available water capacity for new builds. Commissioner Melchionda said he is also concerned about the water main in the vicinity of the Hoxie School. The Board expressed concern about having the burden for this project falling on District tax payers. Mr. Henderson said the developers will need to better understand what upgrades the District may be looking at.

Peter Freeman with the Freeman Law Group addressed the Board. He asked if the capacity that was mentioned is just referring to the DEP water permit. The Superintendent said he uses the DEP numbers and the District's firm capacity figures. He said the District is currently more concerned about the firm capacity

than the water permit. Mr. Freeman said this information will be helpful to get the hearing process started with the zoning board. He added they absolutely want to work with the District. He said he understands the fees for the water meter and the water rates apply to this project but they hope to be able to negotiate some of these fees with the District. Commissioner Melchionda stated the scale and magnitude of this project will be a big draw on the District's water capacity.

District resident Stephen Mealy asked if he could comment on the project. He said his background as an engineer, previous chairman of the planning board and board of selectmen and being a District resident and rate payer, he is raising concerns that the project that is being presented could use all of the District's available water capacity in a maximum flow situation. He also expressed concern about the size of the development for the area and the size of the District. Mr. Freeman said he appreciates his comments and has no rebuttal at this time. He further explained that they now understand the District's water capacity. He said the Bourne Housing Authority owns the property and they put out the request for the project and perhaps they should have done more due diligence. The developer wouldn't have proposed a development of this size if they were aware of the issue with capacity. Mr. Mealy said he wanted to emphasize the fact that the District only has 1800 services. Noting a development of this size with 90 bedrooms, will require the District to rebuild some of its infrastructure and potentially leave the District with no other water capacity. Commissioner Bergeron said this project will not be put on the backs of the rate payers.

Mr. Freeman asked if any town water is close to this project. Commissioner Melchionda explained the town of Bourne has 3 water districts: Buzzards Bay, North Sagamore and Bourne which are all separate and split by the Cape Cod Canal. Commissioner Sala said he echoes the concerns of Mr. Mealy and other Board members and has serious concerns with the size of this project. He asked if the developers had spoken to the fire chief about the potential traffic coming in and out of the development. Mr. Henderson said that issue has not been discussed yet.

Mr. Henderson asked what the next step would be to do the capacity analysis. The Superintendent said when the numbers for the project have been finalized and the application has been submitted the capacity analysis can be done. Mr. Freeman thanked the Board for a very helpful and informative meeting. He said they look forward to working with the District. They signed off from the meeting at 4:49 pm.

The Board discussed the size and scope of the development and agreed more information regarding 40B housing is necessary before any decisions can be made. They asked the Superintendent to contact the District's attorney Bob Troy to find out what requirements/restrictions are involved with a 40B project. Commissioner Melchionda also recommended drafting a letter from the Board to the Bourne town planner voicing their concerns over this proposed development. Mr. Mealy thanked the Board for allowing his input and signed off from the meeting at 5:07 pm.

APPROVAL OF MEETING MINUTES DATED 12/16/20

Commissioner Melchionda made a motion to accept the meeting minutes dated 12/16/20 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 PHILLIPS ROAD WATER MAIN (PHASE 1&2) AND NORRIS ROAD TANK TRANSMISSION MAIN

The Superintendent said he spoke to the Phillips Road association regarding the water main project and paving of Phillips Road. The association had a study of the road and it was determined it should not need to

be paved for 10 years. The next association meeting will be in the fall and the District can attend. Commissioner Sala asked the Superintendent to find out which company did the study. Superintendent Sawicki said he can set up a meeting with the association and if the Board would like to attend.

Commissioner Melchionda asked if the previous suggestion of putting the water main in the center of the road would be possible. The Superintendent said that it could be tricky. Commissioner Sala said perhaps the District can do what the gas company does and only pave the part of the road that is disrupted by the water main project in order to cut down on the cost. Commissioner Melchionda suggested one option could be to replace the water main to the town line only and also do the transmission line. The Superintendent said the remainder of the water main would have to be replaced at some point. He said if he had to choose between replacing the entire water main into the town of Sandwich or doing the transmission line, he would go with the transmission line. Commissioner Melchionda agreed. The Superintendent said if the association plans on paving the road in 10 years perhaps the District could replace the water main at that time. Commissioner Bergeron asked if most of the leaks are in the Bourne section of Phillips Road. The Superintendent said there are issues with the entire road especially with all of the seasonal turn ons/off.

DISCUSSION & POSSIBLE VOTE ON COVID-19 OPERATIONS

The Superintendent provided the Board with a memo given to all District employees in January regarding additional COVID-19 safety protocols. He explained that because there have been several calls from District residents concerned about their higher than usual water bills, he was asking the Board if employees can enter customer's homes to read and test water meters. Employees will use face shields, masks and hand sanitizer and follow social distancing protocols. Commissioner Bergeron said some homeowners may not want the employee to enter their home. Commissioner Melchionda suggested gaining access to the meter from a basement door or bulkhead. The Board said they are fine with employees going inside homes as long as all safety protocols are utilized. However, if there are concerns they should not enter the home. Commissioner Sala said employees should not put themselves at risk. If there are instances where they cannot safely enter a home or a homeowner doesn't want them to go inside they should postpone the job until a later date.

DISCUSSION OF FY22 OPERATING BUDGET & CAPITAL ARTICLES

Superintendent Sawicki presented the Board with the preliminary FY22 budget and capital articles for their review. FY22 capital articles include a new pickup truck, OPEB deposit and new source engineering and test wells.

There was a discussion regarding the new source engineering and test wells. The Superintendent said engineer Kristen Berger is working on her proposal. Her recommendation is to use sonic drilling which gives more water, more flow and an accurate prediction of what the water quality is. He explained there are three source locations under consideration: the old Church Lane well site, a newer site on the other side of Weldon Park and Black Pond (add a satellite well). He said the information from this report will be vital in order to make a decision about a new source. The Board agreed it is a good idea to go forward with the new source engineering and test wells so the District has the information. The Superintendent said we could work with future developers to reimburse the District for the new source costs.

The Superintendent asked the Board if the District can keep the 2011 utility body truck for Geoff Ray to use. The Board said yes. Commissioner Melchionda asked how much it would cost to have an aluminum tool box on the truck. The Superintendent will get the information.

The Board reviewed the preliminary budget and asked why the meters and stock line item was lowered. The Superintendent said that due to COVID-19 new meters have not been installed. Commissioner Sala suggested moving some money from the gas and electric line item and adding it to the protective clothing line item because of the uncertainty of COVID-19. Commissioner Bergeron asked if the District is seeing a savings from the solar panels. The Superintendent said the District saved \$13,500 last year which is about 20% of the yearly electricity cost. Superintendent Sawicki said the overall increase to the FY22 budget is \$16,000.

SUPERINTENDENT'S REPORT

Superintendent Sawicki told the Board there is a plan for a house at 82 Norris Road (vacant lot across from the tank) with an easement to Starfish Lane. The Superintendent said the owner of the property wants to add a turnaround area near his driveway. There is concern by some of the neighbors regarding his possible encroachment of the easement. Superintendent Sawicki asked the Board for their input on this situation and for possible future easement issues. After some discussion the Board suggested he contact the town engineer and the District's attorney Bob Troy. The Superintendent said he will add this to next month's agenda.

The 2020 CCR report was presented to the Board. A notice regarding the availability of the CCR was included with the January water bills and an ad was placed in the newspaper. The report contained an extra page of information this year regarding coliform, UCMR4's and PFAS sampling.

The District's pumping numbers were given to the Board showing the last seven year's usage. The Superintendent pointed out how high the numbers were for 2020 and 2016 – 2 drought years.

Alex Couturier passed his D2 class and will take the test soon. He will have the licenses to run the District but the licenses won't be full status. The Superintendent said he is doing a great job and learning a lot. Commissioner Melchionda said Geoff Ray did a great job on the Weldon Park Booster Station SCADA upgrades.

TREASURER'S REPORT

Treasurer Fruci presented the Board with the monthly treasurer's report. She said the January water bills were issued on January 15, 2021 to 1,863 accounts with a total commitment of \$292,572.84.

Consultant Teresa Johnson worked with the Treasurer to complete and submit the end of year reports to DOR for free cash certification.

NEW BUSINESS

None

OLD BUSINESS

-BOURNEDALE TANK REHABILITATION PROJECT

Commissioner Melchionda asked about the warranty on the tank ladder. The Superintendent said the warranty should begin on the date it was installed but he will check to be certain.

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The Board wished everyone a happy new year and expressed their gratitude to all employees for their outstanding job performance under extraordinary conditions.

The next monthly meeting is scheduled for Wednesday, February 10, 2021 at 4:15 pm.

There was a brief discussion regarding the date and location for the annual District Meeting. The Board tentatively chose Wednesday, May 19, 2021 which will depend on COVID-19 updates and the availability of the meeting location.

ADJOURN

Commissioner Sala made a motion to adjourn the meeting at 6:08 pm. Commissioner Melchionda seconded the motion. All Board members were in favor. Roll call vote: Commissioner Sala – yes, Commissioner Melchionda – yes, Commissioner Bergeron – yes.

Respectfully submitted,

Maureen Fruci,
District Clerk