

**NORTH SAGAMORE WATER DISTRICT**  
**MEETING MINUTES JUNE 19, 2019**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, June 19, 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 Melchionda, Commissioner Mark Bergeron, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Greg Wirsen from Canal Street Crossing and his engineer Stu Clark.

**APPOINTMENT WITH GREG WIRSEN – CANAL STREET CROSSING – 4:15 PM**

Greg Wirsen and Stu Clark from Canal Street Crossing updated the Board on the progress of the project. They informed the Board they had a pressure test and the results were good. They don't foresee any issues designing the fire suppression system. The plan is to run a 12" water main through the site for consistency.

Mr. Wirsen asked if it would be possible to get something in writing from the District that says the water they are asking for is available so they can provide the information to the Cape Cod Commission at their meeting on 7/2/19. He will provide the commission with the fire suppression report. The Superintendent asked if there may be anything during the construction that would change the amount of water that was needed. Mr. Wirsen said if anything, the amount of water needed would go down. He stated the estimate that was given was high. Laundry will be done offsite for the assisting living facility. Also, there will be no irrigation through the District. Commissioner Melchionda suggested the District provide the letter but cap the amount of water that will be provided for the project. Mr. Wirsen said the amount of water needed would be 24,000 gallons of water or less per day. The Superintendent explained one concern he has is this project is part of the tax revenue stream for the District and at some point the property could become tax exempt. Mr. Wirsen explained they are a for-profit company and intend to own and lease the property.

Superintendent Sawicki said he feels the developers have addressed all of the District's concerns. Commissioner Melchionda made a motion to take Agenda item #3 out of order and vote on water availability and fire protection for the Canal Street Crossing project. The motion was seconded by Commissioner Bergeron.

**DISCUSSION & POSSIBLE VOTE ON WATER AVAILABILITY FOR DOMESTIC & FIRE PROTECTION USES FOR CANAL STREET CROSSING**

The Board decided that based on the previous discussion they will provide a letter to Mr. Wirsen which will include the water cap restriction previously mentioned. Also included in the letter will be the water main improvements that will be done by the developers. Commissioner Melchionda made a motion that the District will provide water for the Canal Street Crossing project with a cap of 24,000 gallons per day with the infrastructure improvements provided by the developer Hunters Brook Road Inc. as per water main layout conceptual plan submitted on June 19, 2019 as per letter submitted to the Cape Cod Commission. Commissioner Bergeron

seconded the motion. All Board members were in favor. Mr. Wirsen stated he needs the letter by 7/1/19.

Mr. Wirsen asked how the District wants to be involved with the project going forward. Commissioner Melchionda said the Board would like to be involved with discussions with the fire department regarding fire flow, fire truck access and hydrant placement. Mr. Wirsen said he will make an appointment with the fire chief and they can have a joint meeting with the District. Commissioner Melchionda asked about the time frame for the new water main. Mr. Wirsen said they would like to apply for the water line upgrades now. Superintendent Sawicki said he believes the permit has to be in the District's name.

#### **APPROVAL OF MEETING MINUTES DATED 5/29/19**

Commissioner Melchionda made a motion to accept the meeting minutes dated 5/29/19 as written. Commissioner Bergeron seconded the motion. The motion was accepted.

#### **DISCUSSION & POSSIBLE VOTE ON TRANSFER OF OPERATING BUDGET RESERVE FUND FOR FY19**

Superintendent Sawicki asked the Board to vote on the transfer of \$5,000 from the FY19 operating budget Reserve Fund to Maintenance & Operations specifically to cover the cost of chemicals which were higher than expected. Commissioner Melchionda made a motion to transfer \$5,000 from the FY19 operating budget Reserve Fund to Maintenance & Operations to cover the cost of chemicals. Commissioner Bergeron seconded the motion. The motion was accepted. All Board members were in favor.

#### **DISCUSSION & POSSIBLE VOTE ON RECENT CORRESPONDENCE FROM MA DEP IN REGARDS TO FUTURE VOLUNTARY WATER QUALITY SAMPLING**

Superintendent Sawicki informed the Board DEP recently sent correspondence regarding the reporting of PFAS. PFAS are chemicals found in spray foams and fire retardant goods and can pollute water systems. The current EPA maximum contaminant levels are .07 ppb. DEP is looking to lower that level to .02 ppb. DEP is now requesting water districts voluntarily sample for PFAS. They are also asking districts to go back and look at results from old tests to see if there were any detected levels of PFAS. However, at the time those samples were taken there were different restrictions in place for sampling and the levels the lab was required to report were also higher at the time. After some discussion the Board decided the District should comply with the request from DEP and do the samples in the Fall. Chairperson Sala said a vote was not necessary.

#### **DISCUSSION & POSSIBLE VOTE ON THE REQUEST FOR PROPOSALS FOR ENGINEERING SERVICES**

The Superintendent told the Board he will advertise the request for proposals for engineering services and also invite some of the firms the District has done business with in the past. He will ask for separate proposals for the Phillips Road water main project and the Bournedale tank project. The District will reserve the right to use 2 different engineers for each project. Proposals will be due in the beginning of August. Commissioner Melchionda said he would like the District to move forward with the Bournedale tank project. Superintendent Sawicki said

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there shouldn't be any reason the District couldn't do both projects in the same fiscal year. The Board commended the Superintendent for a great job on the engineering proposal. Chairperson Sala said a vote was unnecessary.

#### **DISCUSSION & POSSIBLE VOTE ON PERSONNEL POLICY – EMPLOYEE BENEFITS & LONGEVITY**

Commissioner Melchionda brought up the possibility of instituting longevity pay for long term District employees. The Board discussed how many years of service an employee would need to qualify for this benefit and what the amount should be. After some discussion the Board decided that when an employee reaches 10 years of service they will receive \$300, at 15 years \$500, at 20 years \$750 and at 25 years \$1,000. Commissioner Bergeron made a motion to begin longevity as of 7/1/19 with employees who reach 10 years of service to receive \$300, 15 years \$500, 20 years \$750 and 25 years \$1,000, with a cap at \$1,000. All employees full and part time will be eligible with the exception of water commissioners. Longevity will be paid on December 1<sup>st</sup> each year. Commissioner Sala seconded the motion. The motion was accepted.

The Board also discussed employee retirement (including water commissioners). Commissioner Bergeron made the motion that employees will follow Barnstable County Retirement regulations and be eligible for retirement after 10 years of service and age 60. Water commissioners will be entitled to full retirement benefits after 15 years of service and age 60. Commissioner Sala seconded the motion. The motion was accepted. Commissioner Melchionda abstained from voting.

#### **DISCUSSION & POSSIBLE VOTE ON DISTRICT PARTICIPATION IN SAGAMORE BEACH 4<sup>TH</sup> OF JULY ACTIVITIES**

Commissioner Bergeron said he was considering having a table with water conservation literature and supplies at the annual Sagamore Beach 4<sup>th</sup> of July celebration. He said he would be willing to man the table. Superintendent Sawicki said that was a great idea and asked how much conservation material he would need.

#### **SUPERINTENDENT'S REPORT**

Superintendent Sawicki informed the Board the chemical bids are due tomorrow. The price for sodium hydroxide is \$1.67 compared to last year's price of \$2.81. The District will save some money.

The District's new truck is in transit from the manufacturer.

The Superintendent ran some budget numbers to give the Board an idea of where the District would be if the Assistant Superintendent works part time next year. If the District hires another full time laborer there would be an increase of \$15,000 in the budget.

Meter readings have begun for the July water bills.

The Superintendent contacted the Town of Bourne to see if the District can find out how many property owners filed for permits for backflow devices. The town would need specific addresses in order to provide that information.

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Superintendent Sawicki informed the Board that Hebb Builders contacted the District regarding an easement on Phillips Road. The easement was given to the District in 1967 and was thought to be 10-20 feet but is actually only 5 feet. Hebb Builders is currently building 2 houses on Phillips Road however only 1 is in that area.

The Superintendent told the Board he noticed a piece of property for sale on Route 3A that could possibly be a good location for a water tank. There was a discussion about the size of the lot and the potential price. The Superintendent will look into the property and get some information.

The Superintendent informed the Board he will be taking off July 1<sup>st</sup> and 2<sup>nd</sup>.

**TREASURER'S REPORT**

Treasurer Fruci told the Board there were 57 accounts with outstanding balances totaling \$11,333.20. Water bills will be issued in mid-July.

The Treasurer said Commissioner Melchionda informed her of the new Paid Family and Medical Leave law the state will be implementing sometime this fall. After some research the Treasurer was informed cities, towns, districts and political subdivisions are exempt from PFML unless they vote to opt in.

**NEW BUSINESS**

None

**OLD BUSINESS**

None

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

None

**COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE**

The next meeting is scheduled for Wednesday, July 17, 2019 at 4:15 pm.

**ADJOURN**

Commissioner Bergeron made a motion to adjourn the meeting at 6:25 pm. Commissioner Melchionda seconded the motion. The motion was accepted.

Respectfully submitted,

Maureen Fruci  
District Clerk