

**NORTH SAGAMORE WATER DISTRICT**  
**MEETING MINUTES SEPTEMBER 16, 2020**

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Wednesday, September 16, 2020 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 remotely at the start of the meeting were: Chairperson Mark Bergeron, Commissioner Mark Melchionda, Superintendent Matt Sawicki, Treasurer Maureen Fruci, Craig Curtin and Russ Kleekamp from GHD and District resident Stephen Mealy. Commissioner Sala was unable to attend the meeting.

**APPROVAL OF MEETING MINUTES DATED 8/12/20**

Commissioner Melchionda made a motion to accept the meeting minutes dated 8/12/20 as written. Commissioner Bergeron seconded the motion. The motion was accepted. Roll call vote: Commissioner Melchionda – yes, Commissioner Bergeron – yes.

**DISCUSSION & POSSIBLE VOTE ON PHILLIPS ROAD WATER MAIN REPLACEMENT PROJECT**

Russ Kleekamp and Craig Curtin from GHD provided the Board with an update on the Phillips Road water main replacement project. There was a discussion regarding the schedule for the project. The process for paving in the town of Bourne and Sandwich was also discussed. The Board asked GHD to provide the cost for the final trench repair vs. final mill and overlay for the Phillips Road project. Commissioner Bergeron suggested the District find out when the town of Bourne is planning to pave Phillips Road. The Superintendent said he would contact the town of Bourne for more information before deciding if the District will proceed with the project at this time.

Mr. Kleekamp and Mr. Curtin signed off from the meeting at 4:38 pm.

**DISCUSSION & POSSIBLE VOTE ON BOURNE DALE TANK REHABILITATION PROJECT**

Superintendent Sawicki presented the Board with the Bournedale tank rehabilitation project information which will be provided to District residents in order to make them aware of the project. The information will be posted on the District's website, in the newspaper and at the Sagamore Beach post office. The contractor for the project, DN Tanks, informed the Superintendent the project will begin on 9/28/20 a week later than expected. The contractor will begin work on the exterior of the tank and then they will drain the tank. The Superintendent said the Board needs to choose a color for the exterior of the tank from the color chart which was provided. He noted the closest color match to the original tank color is pearl. Commissioner Melchionda asked if paint samples can be obtained in order to see the colors more clearly. Superintendent Sawicki will check.

Commissioner Melchionda said he is concerned with the contractor entering and exiting the tank location on Scenic Highway asking if some signage could be posted. The Superintendent said the contractor is planning to post signs to help their employees find the tank location.

**DISCUSSION & POSSIBLE VOTE ON VACANT POSITION LEFT OPEN BY THE RETIREMENT OF THE ASSISTANT SUPERINTENDENT**

The Superintendent said he wanted to discuss the position that will be left vacant when the Assistant Superintendent Geoff Ray retires on 10/1/20. In his retirement he will work part time at the District. Superintendent Sawicki said the vacant position was discussed with the other employees. Alex Couturier will take over the majority of the duties at the treatment plant with assistance from Geoff Ray. The Superintendent explained that Alex has been trained to take over the operation of the treatment plant, obtained the necessary licenses (his licenses are in training until February) and considering his college education he asked if the Board thinks it would be an appropriate time to increase the salary for the position. After some discussion the Board decided to increase the salary for the position to \$26.00 per hour. Commissioner Melchionda made a motion to increase the salary for the full time technician/plant operator to \$26.00 per hour. Commissioner Bergeron seconded the motion. The motion was accepted. Roll call vote – Commissioner Melchionda – yes, Commissioner Bergeron – yes.

The Board discussed the salary for the new part time position which will be filled by Geoff Ray. The salary for the position will be \$25.00 per hour. Commissioner Melchionda asked if the Superintendent intends to hire another part time technician. He said he would like to see how everything works out with the positions as they are now and perhaps consider hiring when it gets closer to budget time. Commissioner Melchionda said the Superintendent should come to the Board if he has any concerns in the meantime.

**SUPERINTENDENT’S REPORT**

The Superintendent informed the Board that a monthly water sample taken from the fire station tested positive for coliform yesterday. The sample tested negative for e coli. More samples were taken today to be tested. Superintendent Sawicki told the Board he contacted DEP. The results of the new test should be available tomorrow.

The lead and copper water samples were completed and there were no issues.

Superintendent Sawicki informed the Board he thinks it’s a good idea to clean Church Lane well in the winter rather than at the same time as the Bournedale tank project as previously discussed. He said it makes more sense to keep Church Lane well online during the tank project for fire protection.

The Superintendent said a Scada system will be set up at the Weldon Park Booster Station. The District will set the system up and will hire Mike Leary to do the programming. It will be an investment of approximately \$5,000 - \$12,000.

The District will take part in the free PFAS sampling that is being offered by the state.

**TREASURER’S REPORT**

Treasurer Fruci updated the Board regarding outstanding receivables from the July water bills. Currently there are 242 accounts with past due balances totaling \$35,644.10.

The Treasurer asked the Board if past due reminder letters including lien information should be sent to the outstanding accounts. After some discussion the Board decided the letters should be sent. Commissioner Melchionda made a motion that North Sagamore Water District will send past due reminder letters which include lien information to all past due accounts. Commissioner Bergeron seconded the motion. The motion was accepted. Roll call vote: Commissioner Melchionda – yes, Commissioner Bergeron – yes.

**OLD BUSINESS**

**- COVID-19 OPERATIONS**

Superintendent Sawicki told the Board he included this agenda item just in case there were any updates. There were none.

**COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE**

Commissioner Melchionda said that Commissioner Sala had surgery and is currently hospitalized. Everybody is praying for his recovery.

The next meeting is scheduled for Wednesday, 10/21/20 at 4:15 pm.

**ADJOURN**

Commissioner Melchionda made a motion to adjourn the meeting at 5:28 pm. Commissioner Bergeron seconded the motion. The motion was accepted. Roll call vote: Commissioner Melchionda – yes, Commissioner Bergeron – yes.

Respectfully submitted,

Maureen Fruci,  
District Clerk