

NORTH SAGAMORE WATER DISTRICT
MEETING MINUTES OCTOBER 17, 2017

The North Sagamore Water District Board of Water Commissioners held their monthly meeting on Tuesday, October 17, 2017 at 9:00 am at the North Sagamore Water District office at 14 Squanto Road, Sagamore Beach. Chairperson Mark Bergeron called the meeting to order at 9:00 am.

Those in attendance at the start of the meeting were: Chairperson Mark Bergeron, Commissioner Mark Melchionda, Commissioner George Sala, Superintendent Matt Sawicki, Treasurer Maureen Fruci, and District resident Stephen Mealy.

APPROVAL OF MEETING MINUTES DATED 9/26/17

Commissioner Sala made a motion to approve the meeting minutes dated 9/26/17 as written. Commissioner Melchionda seconded the motion. The motion was accepted.

DISCUSSION & POSSIBLE VOTE TO INCREASE SEASONAL TECHNICIAN TO YEAR ROUND TECHNICIAN

Superintendent Sawicki explained the need to increase the seasonal technician position to a year round full time position. He cited the need for cross training of positions and needing an additional person for coverage when someone is out sick or on vacation. He presented the Board with the budget information noting there is money in the budget at this time. Some funds would need to be moved from the Contracted Services line item. A one year probation would be in place in order to insure the proper licenses are obtained. Commissioner Melchionda made a motion to increase the seasonal technician position to a year round technician as noted. Commissioner Bergeron seconded the motion. Commissioner Sala abstained from the vote.

DISCUSSION & POSSIBLE VOTE ON UPDATED SUBDIVISION REGULATIONS

Copies of the Subdivision Regulations were presented to the Board with the changes highlighted. Superintendent Sawicki informed the Board the regulations have not been updated since 1998 and with all of the new growth in the District it would be a good idea to have updated regulations in place. He explained that most of the information is standard; however he updated the pipe specs. There was a discussion regarding irrigation in new subdivisions and commercial lots. In regard to new development, Commissioner Melchionda suggested adding the language, "the scope of this work may be outside the location of this project". Commissioner Sala requested the subdivision regulations and new commercial development be put on the agenda for the next monthly meeting. Commissioner Melchionda made a motion to approve the pipe specs as written. Commissioner Sala seconded the motion. The motion was accepted.

DISCUSSION/UPDATE OF NORRIS ROAD TANK REHABILITATION PROJECT

The Superintendent told the Board the entire inside of the tank has been sandblasted and primed. To date there have been no issues or complaints. When the robot completes the sandblasting of the exterior of the tank a tee pee system will be put in place and a zinc primer will be applied. There have been no change orders to date. The inside of the tank is in good shape. The inside of the roof is also in good condition, but the outside needs some work. Superintendent Sawicki estimates it will be about a month before water can be put back in the tank. The project is on schedule at this point.

SUPERINTENDENT'S REPORT

Superintendent Sawicki informed the Board Green Seal Environmental may attend the next monthly meeting to present plans for their upcoming projects. Commissioner Sala suggested getting the plans beforehand so the Board can review them before the meeting.

There are two grants out, one for asset management and one for a rate study pertaining to the water management act.

The Superintendent informed the Board he registered for the MCPPO class.

He will be taking Thursday or Friday off this week.

TREASURER'S REPORT

Treasurer Fruci told the Board there are 45 accounts who will receive shut-off notices. She explained that the majority of those accounts pay their outstanding bills before shut off occurs. There was a discussion regarding long standing delinquent accounts and whether to shut off or lien them. Also there are 2 accounts that have medical shut off protection. The Board said updated medical documentation must be received by the end of October in order to avoid shut off. The Town of Bourne will need all water lien information from the District by the end of October. Auditor Bob Bliss began his work on the District's audit last week. Consultant Teresa Johnson will be in the office on Friday.

OLD BUSINESS-MATTERS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING

None

NEW BUSINESS-MATTERS NOT REASONABLY ANTICIPATED WITHIN 48 HRS OF MEETING

None

COMMISSIONERS COMMENTS/SELECT NEXT MEETING DATE

The next meeting is scheduled for Wednesday, November 15 at 4:00 pm.

ADJOURN

Commissioner Melchionda made a motion to adjourn the meeting at 9:46 am. Commissioner Sala seconded the motion. The motion was accepted.

Respectfully submitted

Maureen Fruci
District Clerk