



Chair/James Gmeiner  
Vice Chair/Thomas Orcutt  
Clerk/Michael Bouchard

**Town of Groton Sewer Department**  
173 Main Street  
Groton MA 01450

**Date:** November 7th, 2019

**Time:** 2:00 P.M.

**Location:** Town Hall/First Floor

**Members Present:** Chair/James Gmeiner  
Clerk/Michael Bouchard  
Vice Chair/Thomas Orcutt

**Others Present:** Ann Livezey/Water & Sewer Assistant, Lauren Crory/Business Manager, Judy Anderson, Mark Haddad and Kayla Lee

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The Meeting was called to order by James Gmeiner at 2:00P.M.

**Groton Public Library - Billing**

Ms. Crory told the BOSC that Ms. Abraham was unable to attend the BOSC meeting, but Ms. Fleischman inquired about an abatement. Mr. Gmeiner stated there has been three abatements issued to the library over the years and in the last letter we suggested that a second meter be installed for their irrigation and that the BOSC would not consider future abatements favorably. Mr. Orcutt told the BOSC that the library was given a quote by a plumber for the installation and that it was costly because it would have to be plumbed from the front of the building. Mr. Bouchard asked if the BOSC is supposing this high usage is due to irrigation and not another issue. Mr. Orcutt replied that this all started when someone gifted the library funds to build the gardens out back that consisted of new flowers and new sod. Mr. Gmeiner said it's possible they just used more water this year or maybe there is a leak somewhere. Mr. Bouchard asked if a subtraction meter would give a better idea and Mr. Gmeiner replied that the water regulations do not allow for usage and it could be a leaky toilet. Mr. Orcutt suggested that we have Ms. Abraham fill out an abatement form and come before the BOSC to discuss.

**186 Main Street - Update**

Mr. West was unable to attend on behalf of 186 Main Street to give the BOSC an update. Mr. Orcutt told the BOSC that we need to figure out the sewer charges because it has changed from residential use to office use and the garage in the back is office space. Mr. Gmeiner stated it's the main building we need to look at because we do not know what is going on inside. Mr. Bouchard asked if the occupancy permit would tell us the use. Mr. Gmeiner added that if it was a 4-bedroom home and is being converted to office space then it would not require an increase in capacity. Mr. Gmeiner asked that we have Mr. West attend the next meeting to discuss the use of space.

### **491 Main Street – Unit “F” – Capacity (Nail Salon)**

Mr. Orcutt told the BOSC that he had noticed a new nail salon took over the space of Grecco Graphics. Mr. Orcutt stated he has not seen this go through the permitting software, so thought we should have the owner of the salon come in to discuss the change of use.

Mr. Gmeiner explained to Ms. Lee that we have new regulations in place for the connection to sewer and if we have a change of use, we need to review to allocate the connection fee. Mr. Gmeiner told her we need to figure out the old retail space usage according to Title V figures and see what her nail salon would end up being classified under Title V. Mr. Gmeiner asked Ms. Lee how many chairs are in the salon. Ms. Lee replied they have (6) pedicure chairs at this time. Mr. Orcutt asked when they opened the nail salon and Ms. Lee said two weeks ago. Mr. Orcutt suggested we wait one year and do a comparison and see if there is an increase. Mr. Gmeiner asked if Ms. Lee was renting the space and she replied “yes”. Mr. Bouchard asked Ms. Lee to confirm she has (6) pedicure seats and (6) manicure stations and three employees at this time and Ms. Lee confirmed. Mr. Gmeiner suggested at this time we monitor the flow and we will reach out to Ms. Lee if any adjustments to capacity need to be made.

### **436 Main Street**

Mr. Orcutt told the BOSC that he spoke to Mr. Rafferty and he is looking into this. Mr. Gmeiner said at the meeting with the Conductor Lab, they did say a special permit was required and all contractors need 40-hours OSHA Health & Safety certified training and included drillers.

### **GDRHS – Pumps/Environmental Engineering**

Mr. Gmeiner asked if we received the revised Engineering bill for this project and Ms. Livezey replied “not yet”. Ms. Livezey told the BOSC that GDRHS has paid the construction invoice and we are just waiting on the revised engineering bill to issue to the GDRHS.

### **Pepperell**

Mr. Gmeiner asked that we have Mr. Rafferty pursue the IMA discussion.

### **Other Business:**

Mr. Haddad asked the BOSC if there are any budget issues with sewer for FY21 and if the Pepperell IMA would be in effect for FY21. Mr. Orcutt replied that they will be working on it and has been told by Town Counsel said we do not have to pay until we have the IMA in place. Mr. Haddad agreed that the IMA needs to be in place and Mr. Bouchard added that if you do give the money you lose leverage before the new one in place. Mr. Haddad asked if the old IMA stays in full force until the new one is in place and Mr. Orcutt replied yes there has not been any increases on the IMA.

Mr. Haddad asked if there are any issues with the Four Corners Sewer District and Mr. Orcutt replied at this time we have (3) Commercial hook ups and (3) more residential. Mr. Haddad asked if there was any word from Shaw’s yet and Mr. Orcutt replied “No”. Mr. Haddad asked when the connection needed to be done by and Mr. Orcutt replied that in the letters that were sent out it gave them a one-year time frame, which would be January 2020.

Mr. Gmeiner reminded the BOSC that we have two sewer budgets to review one for the Center Sewer District and one for the Four Corners Sewer District. Mr. Gmeiner stated that Four Corner sewer had a line for wages and asked if we figured that out and was it in the budget for FY20. Mr. Orcutt asked if this was paid to staff and Mr. Gmeiner replied he thought it was overhead and went to sewer. Mr. Gmeiner asked Ms. Crory to change the wage line to overhead.

Mr. Orcutt gave the BOSC an update on Four Corners and said currently we have (3) Commercial properties connected and Cravens is in the process, Mr. Moulton has (3) residential Properties connected and one is occupied and two will be rentals. Mr. Orcutt said the residential apartments were charged under the over 55 Community, so there will be no assessment because of the initial contribution made to Four Corners by Mr. Moulton. Mr. Gmeiner asked about the fees to Ayer and if that was done accordingly and Mr. Orcutt said he thinks we have (5) total. Mr. Gmeiner asked that we take a stab at the income for usage and flows and estimate low. He also asked that a page be created showing how much we will pay in to Ayer for connection fees and also add what we have collected so far and what we will collect. Mr. Gmeiner told the BOSC we do not want to pay it all at this point in time, but we do not want to fall short in five years. Mr. Orcutt said with the mandatory connection in place we should see some monies come in and he did reach out to Shaw's and if they connect that would make budget. Mr. Orcutt also told the BOSC that he thinks the Old Dunkin Donuts would be connecting too. Mr. Gmeiner asked how much we should budget for connection fee's and Mr. Orcutt replied maybe two or three residential and reminded the BOSC that we will not receive anything on Hummingbird and on the over 55, due to the initial contribution.

**Next Meeting** – November 19th, 2019

### **BILLS SIGNED**

One set of bills were signed at this meeting for FY20, Expense Warrant (EW-11)

**MINUTES:** October 2<sup>nd</sup>, 2019 and October 16<sup>th</sup>, 2019 as amended.

### **ADJOURN** –

Mr. Orcutt made a motion to adjourn at 3:35 P.M., Mr. Bouchard seconded, and the motion carried unanimously.

Respectfully submitted,

Ann Livezey  
Water & Sewer Assistant