



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

Town of Groton Sewer Department

173 Main Street
Groton MA 01450

Date: May 6th, 2020

Time: 2:00 P.M.

Location: Virtual Meeting Using Zoom

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

Others Virtually Present: Ann Livezey/Water & Sewer Assistant, Lauren Crory/Business Manager,
John Giger/Select Board, Kevin Lindemer and Judy Anderson

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

227 Boston Road – Sewer Connection

Mr. Lindemer told the BOSC that he has approval from Conservation and now he needs the information from the BOSC to tie in sewer from Johnsons. Mr. Gmeiner said regarding the connection we don't know if the contractors will start at his property and drill over or if they will they start at Johnsons. Mr. Gmeiner also told Mr. Lindemer he needs to make sure he squares this away with Conservation and the Town if he has to go under the Golf Course. He also added that if they were to go over the highway that a trench would be required. Mr. Orcutt told Mr. Lindemer that he will need a Mass DOT permit whether they go thru the Country Club or the highway. He also said a plan would be required where you will be in the right of way and it needs to show which way you want to go. Mr. Lindemer asked where he would get that plan of the right away and where would he get the permit. Mr. Orcutt replied that the plan would come from the engineer and they can fill out the application for DOT. Mr. Lindemer asked if a permit would be required from Conservation even though he is going under wet lands. Mr. Orcutt suggested that he pick his plan of route then take that to conservation and have them sign off. Mr. Gmeiner added that even though you will be going under wet lands, you would need a notice of intent or request of determination from Conservation. Mr. Gmeiner also told Mr. Lindemer that if he does go across town land, he would need an easement and it will need to be recorded. Also, the connection from Johnsons and Mr. Lindemers property would essentially be a private line, so in the easement we would want to say you are Grantee and solely responsible for maintaining.

Mr. Lindemer asked Mr. Orcutt about him needing to know the size of the line and Mr. Orcutt replied yes that our engineers would need to review as well as Pepperell. Mr. Orcutt told Mr. Lindemer the BOSC would need to know the capacity as well. Mr. Lindemer replied that he has a total of 3100/GPD max flow a day, with the (2) 4-bedroom houses and the function hall at 150 people per event max @ 15 gal/person

at 4-events per month. Mr. Orcutt said the fee is not based on the number of events it's the GPD. Mr. Gmeiner added in sizing the pipe they will base it on Title V flow.

Mr. Gmeiner told Mr. Lindemer that our connection fees have gone up and after reviewing the Town Meeting presentation he said some of the numbers look off. He told Mr. Lindemer that the new fees would be as follows:

$$4 \text{ Bedroom House Connection} = (4) \times 110 \div 330 \times \$6,000.00 = \$8K$$

$$\text{Function Hall} = 2250 \div 330 = 6.82 \times \$6,000.00 = \$41K$$

Mr. Gmeiner said so each house would be \$8k plus the function hall roughly \$41K would be a total of \$57K. Mr. Lindemer replied that he feels that is a lot more than what was discussed. Mr. Gmeiner suggested that he speak with Mr. Dillis about calculating Title V and that would change the connection fee calculation.

Mr. Gmeiner asked the BOSC if the inspections would be done by engineers or Pepperell and passing it onto the land owner. He said his is uncertain Pepperell could help out at this time, so the engineers may have to do it and this will be a discussion that the BOSC will need to have.

Mr. Gmeiner also added that the increase in connection fees goes to maintaining pump stations, contributing to the pipes in the ground, getting the fluid to Pepperell and the fact that we had to buy into the Pepperell Plant and that includes upgrades and we are on the hook for 1-2 million for that. Mr. Lindemer asked if the fees would be increasing again and Mr. Orcutt said we cannot say at this time. Mr. Gmeiner added that the BOSC is currently negotiating the IMA with Pepperell, so the amount we pay for treatment will go up, but that would not affect connection fees, but there is no guarantee we hold this rate. Mr. Lindemer said he would like to get this going and will keep Mr. Orcutt informed.

FY2020 Operating Budget

Ms. Crory told the BOSC that the rates revenue still looks good and that she billed out \$120K in April and as of today about \$50K of that has been collected. She did tell the BOSC that we will need to do a small transfer for salaries and wages.

FY2021 Operating Budget

Ms. Crory told the BOSC that Ms. Dufresne is requesting we do a 1/12 budget for the months of July, August and September. Mr. Bouchard added that this was in the event that there is not a town meeting, we would be able to forecast spending in those months.

Mr. Orcutt told Ms. Crory to include the debt payments and the September health costs, intergovernmental and any projects. Ms. Crory said she would prepare a draft for the BOSC to review. Mr. Orcutt added we will need to figure out the fee to Ayer, Pepperell Debt and estimate sewer flows for those months and maybe include some engineering. Mr. Bouchard asked if any I&I work would be done in that time frame and Mr. Gmeiner replied that is encumbered funds, so that would be outside of the budget. Mr. Gmeiner asked Ms. Crory to watch out for the Pepperell bill for April. Mr. Bouchard asked how that would determine our income. Mr. Gmeiner replied that it will show us how much how much

flow we are sending to Pepperell and we can figure out what our usage will be and what we can expect to pay for treatment costs. He also added it would give us an idea on I&I.

Reserve Funds for Both Districts

No changes to the Reserve Fund Balance's

Town Meeting Appropriations for FY2020

No changes to the Town Meeting Appropriations for FY2020

Waiver of Late Fees and Interest

Mr. Gmeiner told the BOSC that the Select Board did a waiver on the tax bills and the Water Department agreed on late fees and interest accrued be waived, so he feels we need to do the same for the Sewer Department. Mr. Bouchard asked Ms. Crory how much is the interest portion and she replied a small amount 1.4%. Mr. Orcutt said this helps out the people who have lost jobs or income and the BOSC was in agreement to waive late fees and interest.

Mr. Bouchard made a motion to waive late fees and interest from March 15th, 2020 thru June 30th, 2020 Mr. Orcutt seconded the motion. Roll Call: Gmeiner – Aye, Orcutt – Aye and Bouchard - Aye

Moulton Sewer Extension – Oriole Drive

Mr. Orcutt told the BOSC that they have blasted out the ledge and he will check back with them next week. Mr. Gmeiner asked if we have to have someone on site the whole time the extension is being done. Mr. Orcutt replied "Yes" that why Mr. Moulton is trying to have continuous work and the thought was to have someone there full time for water/sewer.

436 Main Street

Mr. Gmeiner said he reviewed the access agreement and he made two changes. One was a typo and the other was to change the date for getting the work done and asked the BOSC if they think we can get done by the end of November. Mr. Gmeiner said he also does not want them terminating this after we accepted it so he added the provision that they cannot terminate. Mr. Orcutt asked if he was referring to the agreement for construction and Mr. Gmeiner replied "Yes". Mr. Bouchard added that the completion date reads November 33 and should be the 30th and he asked if the whole contaminated drilling is covered in this agreement. Mr. Gmeiner replied that is under another agreement and we are not responsible for that. Mr. Gmeiner told the BOSC that he would do a final revision and change the date and send off.

Mr. Orcutt made a motion to allow Mr. Gmeiner to make the minor edits and execute the Access Agreement, Mr. Bouchard seconded the motion. Roll Call: Gmeiner – Aye, Orcutt – Aye and Bouchard - Aye

Next Meeting – May 20th, 2020

BILLS SIGNED - No Bills Signed

MINUTES: - No minutes were approved

ADJOURN – *Mr. Orcutt made a motion to adjourn at 3:30PM, Mr. Bouchard seconded the motion. Roll Call:
Gmeiner – Aye, Orcutt – Aye and Bouchard - Aye*

Respectfully submitted.

Ann Livezey
Water & Sewer Assistant