



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

**Town of Groton Sewer Department**

173 Main Street  
Groton MA 01450

**Date:** June 3rd, 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, Bob Rafferty and Judy Anderson

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

**Public Hearing to Adopt the Groton Center Sewer District Rules & Regulations as Amended**

*In accordance with Chapter 83 of the Massachusetts General Laws, the Town of Groton Sewer Commission will hold a Public Hearing, Wednesday, June 3<sup>rd</sup>, 2020 at 2:00 P.M. via Virtual Meeting using Zoom Pursuant to the Governor's Executive Order, to adopt the "Groton Center Sewer District Rules and Regulations" as amended March 11, 2020. Please see Meeting posted at <https://www.grotonma.gov/events/> for details regarding Zoom meeting information.*

Mr. Bouchard made the edits as suggested from the May 20<sup>th</sup> meeting. Mr. Gmeiner said there was an issue with The Town of Groton Regulations, construction and use definitions. Mr. Gmeiner told the BOSC that he found the regulations that Harlan Fitch kept and Mr. Bouchard said those references would match exactly and he will make an Appendix "C" and include those definitions. Mr. Gmeiner said that these are slightly different than what Pepperell had in 1989 and in 2003, but we finally decided to adopt Pepperell Sewer Design and Construction. Mr. Bouchard told the BOSC the reference from Harlan Fitch's "PH" is fine and he thinks we should include because it's a little more descriptive.

Mr. Gmeiner asked if there was any other input for the hearing and Mr. Orcutt replied that he feels they are in good shape and thanked Mr. Bouchard for doing all the edits.

*Mr. Orcutt made a motion to close the Public Hearing, Mr. Bouchard seconded the motion. Roll Call: Orcutt - Aye, Bouchard - Aye & Gmeiner - Aye*

Mr. Gmeiner asked Mr. Bouchard to get them all cleaned up and they can be approved at the next BOSC meeting. Mr. Bouchard also stated he would submit to the General Code once adopted by the BOSC. Mr. Gmeiner asked Ms. Livezey to label the minutes official from the meeting and keep a hard copy in one spot.

Mr. Bouchard also suggested we have the Four Corner Sewer District mirror these. Mr. Gmeiner replied that the Four Corners is tied into Ayer and may have to use those. Mr. Rafferty said yes, but they are basically about the permitting process and he would look into it. Mr. Gmeiner said he would prefer to reference the Town of Pepperell instead of Ayer. He feels that Pepperell's are more detailed and would like to use for both Districts. Mr. Bouchard said he would wait to hear from Mr. Rafferty and Mr. Rafferty also stated he will reference the PH limits.

### **Indian Hill – Sewer**

No new information at this time.

### **227 Boston Road – Sewer Connection**

No new information at this time.

### **FY2020 Budget – Expenses and Receivables for Both Enterprises**

Mr. Gmeiner told the BOSC that we need to look into what we are doing for penalties after June 30<sup>th</sup>. Mr. Orcutt told the BOSC that he will look into what the town is doing.

### **FY2021 Budget**

Mr. Gmeiner asked if anyone has figured out the 1/12 budget and Mr. Orcutt replied it has been submitted.

### **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

### **Moulton Sewer Extension – Oriole Drive**

Mr. Rafferty told the BOSC that they are making progress and six manholes have been placed with two more needed to be done.

### **436 Main Street**

Mr. Gmeiner told the BOSC he has not looked into the insurance requirements yet. He also told the BOSC that the town does not have insurance for toxic waste spills. Mr. Rafferty said they are ready to go and was wondering why the town needs insurance, that is should be the contractor and it would be included in the bid package. He also said we could have the town listed as additional insured by the contractor.

Mr. Rafferty said Wood/Honeywell is ok with the work being done at night but they did ask if we could ask MassDOT one more time for restricted hours during the day to reduce cost.

**Other Business:**

Pepperell: Mr. Gmeiner told Mr. Rafferty that he came across the old Annual Agreement with Pepperell showing a breakdown of rates, billing and each person listed what they would do annually for us. Mr. Gmeiner said he would send out to everyone to review.

Mr. Rafferty told the BOSC that there is a budget remaining to look for and inspect the manholes between Old Ayer Road and Broadmeadow Road. He said there is one day left of service so they can use that to find the left-over manholes. Mr. Gmeiner asked the BOSC on their thoughts and Mr. Orcutt said he thinks its smart and then we can do the camera work in the spring. Mr. Orcutt told Mr. Rafferty to coordinate with Lawrence Academy if needed to locate manholes in their fields.

**Next Meeting** – June 17th, 2020

**BILLS SIGNED** - No Bills Signed

**MINUTES:** - No Minutes approved at this meeting

**ADJOURN** – *Mr. Orcutt made a motion to adjourn at 2:40PM, Mr. Bouchard seconded the motion. Roll Call: Gmeiner – Aye, Orcutt – Aye and Bouchard - Aye*

Respectfully submitted.

Ann Livezey  
Water & Sewer Assistant