



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

Town of Groton Sewer Department

173 Main Street
Groton MA 01450

Date: July 1st, 2020

Time: 11:00 A.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,
and Judy Anderson

The Meeting was called to order by James Gmeiner at 11:00A.M.

192 Hollis Street - Abatement

Mr. Orcutt told the BOSC that they installed a 2nd meter last year and the plumber sealed the outside silcock and told them not to use it and they forgot. Mr. Bouchard asked how much the abatement was for and Mr. Gmeiner replied \$524.35. Mr. Orcutt said he spoke with the homeowner and they were watering the grass and left the hose on. Mr. Orcutt said he was not in favor of an abatement because it was not plumbed in properly and the hose was left on before for outside burning. Mr. Bouchard asked if the lawn watering was done during the restriction period and Mr. Orcutt replied "No". Ms. Crory told the BOSC that the homeowner did agree to have the issue fixed and Mr. Gmeiner asked how many units based on an average and Ms. Crory replied "23" units out of the "37" sewer units. Mr. Gmeiner replied then they are asking to abate \$391.00 out of sewer and told the BOSC that it appears it did not go down thru the sewer, but suggested abating \$200.00 of the sewer charges. Mr. Bouchard replied that the abatement request is for \$391.00 and he shares the frustration, but feels the homeowner did not use the service, therefore we should abate the amount requested.

Mr. Orcutt made a motion to abate \$191.00 of the sewer usage for 192 Hollis Street.

Mr. Bouchard asked for an explanation of that motion. Mr. Orcutt replied that this would be middle ground with the homeowner and the plumber issue that the homeowner was aware, but forgot. Mr. Bouchard suggested that since he did not use the service, we charge a \$75.00/administration fee for Ms. Crory's time and the Boards time.

Mr. Orcutt said he would be willing to withdraw his motion at this time.

Mr. Gmeiner made a motion to abate \$316.1, which is minus the \$75 Administrative fee with the condition the homeowner provides proof of the outdoor spigot is connected to the irrigation meter. Mr. Bouchard seconded the motion. Roll Call: Gmeiner – Aye, Orcutt – Aye and Bouchard - Aye

Indian Hill – Sewer

No new information at this time.

Shaw’s – Sewer Connection

Mr. Orcutt told the BOSC that the plans were approved and they are sending out stamped copies. He also said that Ms. Livezey sent out the application today. Mr. Gmeiner said the connection fee would be based on however many building spaces based on sq. ft (Shaw’s and Dollar General). Mr. Orcutt replied that The Dollar General would not be included with Shaw’s because they already paid. Mr. Gmeiner said there are pads in the vacant buildings and asked if they are controlled by Shaw’s. He was wondering about the application fee and if it would be considered one inspection instead of four application fees with one connection to the sewer for all four buildings to drain into. Mr. Orcutt replied that the problem is the application only includes one building not all pads and they should file for each building being developed. Mr. Gmeiner asked if they are connecting one building that is retail and Mr. Orcutt replied “No”. Mr. Orcutt said the appliance store that is vacant is partially finished and the other half has a dirt floor. Mr. Gmeiner said so maybe two spaces in there and Mr. Orcutt replied “Yes” maybe three. Mr. Bouchard asked how we would access a few if we don’t know what the usage will be. Mr. Gmeiner suggested we have them pay for the finished part of the building as minimum either office/retail and upgrade later if needed. Mr. Orcutt replied that he would rather not collect anything now and that usage fees may change, so he would rather wait until occupied.

227 Boston Road – Sewer Connection

No new information at this time.

FY2020 Budget – Expenses and Receivables Review for Both Enterprises

Mr. Gmeiner asked Ms. Crory to start with the Four Corners and she replied that the net income was \$36K and \$20K we transferred from reserves, which leaves \$16k free cash. Mr. Gmeiner told the BOSC that we need to figure out what we owe Ayer for all the connection fees in the future. Mr. Orcutt said he thinks we have a year to figure out and Mr. Gmeiner said its at least a year and would like to have the calendar marked so we remember. Mr. Orcutt suggested we take a look to see when it’s coming and look at the IMA and do a transfer and Mr. Gmeiner said he was inclined to do the other way. He feels we were higher in treatment than what we budgeted for and asked Ms. Crory what number we used for FY21. Ms. Crory said she would get that number for the BOSC.

Ms. Crory told the BOSC that for the Center Sewer District the rates were less than what she forecasted, due to some non-payments. She also said the miscellaneous number of \$84K included the new pump money being \$67K of that. Ms. Crory did say the expenses were less than she forecasted by about \$15K. She does not have the final numbers yet because she is waiting on the final betterment & GBF numbers. Ms. Crory told the BOSC that Ms. Dufresne asked that we do not encumber for 436 Main Street and would like us to do a transfer in the Fall. Mr. Bouchard asked Ms. Crory what was the reserve fund was for last

year compared to this year. She replied that last year was \$315K and this year the ending balance will be \$383K. Mr. Gmeiner asked if a transfer from reserves would be needed in FY21 and Ms. Crory replied "No".

FY2021 Budget

Ms. Crory told the BOSC that there would be no need for the 1/12 budget. She did explain that when she did the last quarterly billing cycle (April, May & June) it was \$66K compared to \$112K last year.

Mr. Orcutt replied that the June Pepperell sewer bill was overestimated and when we get the July bill, he assumes it will be a lot lower. He told the BOSC that seems like revenue may have taken a hit, but our expenses may be lower.

Reserve Funds for Both Districts

No changes to the Reserve Fund Balance's

Town Meeting Appropriations for FY2020

Mr. Gmeiner asked this be removed from the Agenda because the discussion was completed.

Moulton Sewer Extension – Oriole Drive

Mr. Orcutt said there is no work going on at this time and they will probably be back in two weeks testing manholes.

436 Main Street

Mr. Gmeiner told the BOSC that he thinks we have a final agreement and he got Mr. Rafferty to provide a narrative and a set of plans with exhibit scope of work. Mr. Gmeiner asked Ms. Livezey to overnight this to Ms. Kaouris. Mr. Bouchard asked if there was a time frame from the time its signed and when we start the work and Mr. Gmeiner replied "November".

Other Business:

Next Meeting – July 16th, 2020

BILLS SIGNED - No Bills Signed

MINUTES: - May 6th, 2020 & May 20th as amended

ADJOURN – *Mr. Orcutt made a motion to adjourn at 12:00PM, Mr. Bouchard seconded the motion. Roll Call: Gmeiner – Aye, Orcutt – Aye and Bouchard - Aye*

Respectfully submitted.

Ann Livezey

Water & Sewer Assistant