



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

**Town of Groton Sewer Department**

173 Main Street  
Groton MA 01450

**Date:** January 6<sup>th</sup>, 2021

**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, David Gilson, Judy Anderson, Eric McGranahan and Francis McPartlan/Dillis & Roy

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

**386 Main Street/Gilson Change of Use**

Mr. Gilson told the BOSC that he is looking at turning his home into a B&B and with the Lyceum on the ground he feels it makes sense. Mr. Gmeiner asked for confirmation that no food would be done in the residence and Mr. Gilson replied "No" it would be done in the commercial kitchen. Mr. Gmeiner asked if the property card had been checked and Mr. Orcutt replied "yes" 3-bedroom and Mr. Gilson confirmed. Mr. Gmeiner said according to our regulations a change of use fits in as B&B and the GPD is the same as a regular 3-bedroom house, so he sees no Title V flow difference. Mr. Gmeiner told Mr. Gilson if his change of use was to change our regulations and there was an increase in sewerage use then it would change. Mr. Orcutt asked if he was just going to rent out the 3-bedrooms and Mr. Gilson replied the whole house. Mr. Gilson said it's a 3-bedroom and we were maybe going to add one more and he asked if they did increase to 4-bedroom would that be a fraction of the cost. Mr. Gmeiner said a 3-bedroom is a total of 330 gpd based on Title V and our regulations are set up as ERU (equivalent residential unit) 330 gpd. Therefore a 3-bedroom would be considered one ERU, so adding a 4<sup>th</sup> would be a fraction of the \$6k connection fee and would be \$2k. Mr. Gilson asked if that was per year and Mr. Gmeiner told him it was a one-time fee. He also told Mr. Gilson that this is not a usage fee it is a onetime connection fee and his usage would be based on your water usage. Mr. Orcutt asked if the Fire Department required sprinklers and Mr. Gilson replied "No" they would only require if it was an Inn.

**Prescott - Silk Screen Use**

Mr. McGranahan reached out to Mr. Orcutt and said he was working with Mr. Gordon and was thinking of renting some space at Prescott School for a water-based screen-printing business. He said he was directed by Mr. Grossman/BOH to make sure he was all set with what would be going down the drain as a result of the screen making process. Mr. McGranahan said he uses water base ink and emulsion remover

and said he sent over the MSDS sheets. Mr. Gmeiner asked if the emulsion remover captured the chemicals and Mr. McGranahan said no and that he can put in a filter and that the emulsion remover sheets did say its biodegradable. Mr. Gmeiner said he has not heard back from Pepperell and explained that Groton sewer is pumped to Pepperell, so they are always interested in what we are sending them. Mr. McGranahan asked if there was anything he could do and Mr. Orcutt suggested he send an email to Mr. Jordon in Pepperell.

Mr. Gmeiner told the BOSC that we need to figure out and see if there is a change of use at Prescott. Mr. McGranahan said he has an estimate of 14 gpd and that he does use a pressure washer, but not at a high volume. Mr. Orcutt asked what is the square footage of the space and Mr. McGranahan replied 850 sq. ft. and a small room with the shower of 150 sq. ft, so less than a 1,000. Mr. Gmeiner explained that we use Title V to determine the flow and determining if there is a connection fee. He also mentioned that if it does not fit in a Title V category, we can find something similar and double (example: if you use 14gpd we would double that to 28gpd).

Mr. Bouchard told the BOSC that not knowing a lot and if it is just using unused space and making that building space, he feels it's a creation of a business space. Mr. Orcutt told the BOSC that when they converted the school to business space the sprinklers were put in and he feels now that the building is now being used for more than one space. Mr. Gmeiner said the way Mr. Bouchard described going to unused space to new space makes allocating capacity interesting. Mr. Orcutt said there was a large allocation for the school and Mr. Gmeiner replied that according to the regulations that if creating new building space, it's a minimum of 1 ERU, which is below 330/gpd.

Mr. Gmeiner told the BOSC that we should meet with the Friends of Prescott and Mr. Orcutt agreed and said it would be a good idea to get a concept floor plan for each floor. Mr. Bouchard suggested a master plan for the building for the sewer connections. Mr. Gmeiner suggested we look at the records and he recalls they hooked up in 1997 and they have a grinder pump. Mr. Bouchard asked how it was being metered and if they had one meter and Mr. Orcutt replied "Yes". Mr. Gmeiner said the water end of things may be different issue if not a separate issue. Mr. Orcutt suggested we wait to hear back from Pepperell and continue discussing in two weeks at the next meeting.

### **Donelan's-240 Main Street Capacity & Connection Fee**

Mr. Orcutt told the BOSC that he has sent out all the necessary information for the project.

### **227 Boston Road/Lindemer Sewer Connection Update**

Mr. McPartlan told the BOSC that Mass DOT has changed to a complete online system and there is no paper application to be signed by the town for the utility connection. He said that it used to be that the utility owner did the application and they handed off, now they want a notarized authorization letter for that utility and for owner to act as the Agent.

Mr. Orcutt since this is a private utility going in a public way, we can probably get a waiver and have it say the private owner is responsible. Mr. Orcutt asked the BOSC if we want to give them power as our agent. Mr. Bouchard asked if there was a letter that the BOSC could review and Mr. McPartlan said he does have a letter that he used in the past. Mr. Gmeiner said the issue is we do not have anyone part time/full time to oversee the project. He also told Mr. McPartlan that if we did grant the authorization the BOSC would have to be kept in the loop on what is going on. Mr. Gmeiner asked if there would be an oversight

responsibility and Mr. Orcutt replied five years. Mr. McPartlan said it's the same as any other utility with Mass DOT. Mr. Bouchard asked how we would stay involved for the rights of the town being protected and he does not want the applicant speaking for the town's rights. Mr. Orcutt said that if for some reason there was an issue with the construction, Mass DOT will come back to us and if it was a third party how would signature and authority get passed along. Mr. McPartlan suggested to include that in the Deed of their five-year responsibility. Mr. Gmeiner said that the five-year window of responsibility would fall on us and Mr. McPartlan would cover the gravity connection to sewer, sink hole potential etc.

Mr. McPartlan asked if this property was in the district and Mr. Gmeiner replied that the parcel is, but it will travel by a part that is not. Mr. Bouchard told him it was added at town meeting last fall and that Mr. Lindemer went and got a town meeting vote to add to the district. Mr. Gmeiner told the BOSOC that he will discuss with Town Counsel and see if they are familiar with this.

### **1-3 Forge Village – Sewer Connection**

Mr. Orcutt told the BOSOC that he sent out the letter regarding the sewer connection fees.

### **Shaw's Sewer Connection**

Mr. Gmeiner asked if we received the payment for the connection fee and Mr. Orcutt replied "yes"

### **436 Main Street**

Mr. Gmeiner will call to follow up

### **Four Corners Sewer Regulations**

Mr. Gmeiner asked that a notice be published to hold a public hearing for the Four Corners Sewer District and the Center Sewer District Regulations.

### **Center Sewer Regulations**

Public hearing will be February 3<sup>rd</sup>, 2021.

### **Discuss Developing a Policy Regarding Abatements**

The BOSOC will discuss at the next meeting

### **GDRHS – Administrative Fee**

The BOSOC will discuss at the next meeting

### **FY21 & FY22 Budget**

No discussion at this time

### **Next Meeting** – January 20<sup>th</sup>, 2021

**BILLS SIGNED** - No bills were signed at this meeting

**MINUTES**: - No minutes were approved

**ADJOURN** – *Mr. Orcutt made a motion to adjourn at 3:40P.M. Mr. Gmeiner seconded the motion. Roll Call Gmeiner – Aye and Orcutt - Aye*

Respectfully submitted,

Ann Livezey  
Water & Sewer Assistant