



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

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

**Date:** October 19<sup>th</sup>, 2022  
**Time:** 2:00 PM

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

**Others Virtually Present:** Ann Livezey, Lauren Crory and Judy Anderson

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The Meeting was called to order by James Gmeiner at 2:00 PM

**Pepperell IMA & GDRHS Billing**

Mr. Gmeiner asked if the monthly cost would be \$7,100.00 verse \$2,200.00. Mr. Bouchard asked what the overall bill did and Mr. Orcutt said it was a slight increase, but now we will pass some onto the High School. Mr. Gmeiner said they have not been billed for the collection system costs for the pipe that they utilize compared to the total pipe. They now will be paying for collection system costs for their pipe. Mr. Gmeiner said the flushing of the siphon we usually cover, now under the new system they will cover it. The costs associated with the system they have not been paying. Mr. Bouchard asked the new cost will cover maintenance and Mr. Gmeiner said "yes".

Mr. Gmeiner suggested we ask Mr. Brinkman to attend the next BOSC meeting to explain the breakouts. Ms. Crory asked if we would still be billing out the administration fee with this new IMA. Mr. Gmeiner said they would still be responsible for the debt service portion (old upgrade & New upgrade), the administrative fee would be included in the new monthly fee.

**Review I&I Study**

No new information

**Review Nod Road Pump Station and Flow Evaluation**

No new information

**220 Main Street (Parish House) – Capacity**

No new information

## **Expansion Limits**

No new information

## **Groton Farms Application**

No new information

## **Revise Policy and Guidelines to Extend the Sewer District**

Mr. Bouchard added a line to the Policy and Guidelines “all abutters within 300 feet of the subject property and abutters to the proposed path of the sewer line be notified.

**Mr. Orcutt made a motion to approve the edits to the Sewer Policy and Guidelines and Mr. Bouchard seconded and the motion passed unanimously. Roll Call: Gmeiner-Aye, Orcutt-Aye and Bouchard-Aye**

## **FY22 & FY23 Budget**

### **Center Sewer:**

Ms. Crory said rate income is 30% of budget and fee income was increased in April so we should bring in \$64K and connection fee was budgeted \$12K and we brought in \$31K.

Mr. Orcutt asked if Mr. Brinkman and has given us and upgrade in treatment cost, he said the chemicals have increased a lot this year. Ms. Crory said we have only received the monthly treatment cost invoices. Mr. Gmeiner asked that a “true up” line be added.

### **Four Corners:**

Ms. Crory said Four Corners looks good and we exceeded our rates. She said we will need to do a transfer for the treatment, we are at \$17K and budgeted \$25K so we will need a transfer in the spring. Construction we brought in \$17,600.00 and we had \$17K in budget.

Mr. Gmeiner asked that we pay Ayer for those new connection fee when the money comes in. Mr. Orcutt suggested we do it at the end of the year in June when we pay the last quarter bill we ask for an invoice from Ayer.

Ms. Crory said we have not paid anything to Ayer for the connection fees and asked when are these supposed to be paid. Mr. Gmeiner said as we receive the money, we tell Ayer and maybe do it on a monthly basis. Ms. Crory said she could do it when we get the ¼ bill. Ms. Crory said she will make a list of all the connections and reach out to Ayer.

Ms. Crory said she spoke to Mr. Irvine and they are in the process of replacing the A/C system at Shaws.

## **Commission Reorganization**

*No new information*

## **Other Business: Bills, Minutes, etc.**

Mr. Gmeiner said he attended a DEP meeting for sewerage outfalls.

**Next Meeting** –October November 2, 2022

**BILLS SIGNED** – No bills signed

**MINUTES:** - August 10th, 2022 and August 17th, 2022

**ADJOURN** – Mr. Orcutt made a motion to adjourn at 2:49 P.M. Mr. Bouchard seconded the motion. Roll Call Gmeiner –Aye, Orcutt-Aye and Bouchard-Aye

Respectfully submitted,

Ann Livezey  
Water & Sewer Assistant