



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

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

**Date:** December 7<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 Rob Saunders

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

**31 Adams Avenue – Change of Tenant/CJ's Workshop**

Mr. Saunders will be renting 31 Adams Avenue and will be a puppet and costume design & fabrication studio. They will be doing some molding, casting and will use a slop sink with particulate filtration. Some paints will be used and there will be a wash station for clean-up, urethanes, silicones, acrylic and epoxy paints and he said they follow OSHA guidelines for waste and disposal. Anything considered hazardous is contained and properly disposed.

Mr. Gmeiner told the BOSC he is not seeing a change of use from the previous business and asked Mr. Saunders to provide MSDS Sheets on the products he will be using for our files. The BOSC was in agreement that there is no change of use or new connection fee. Mr. Gmeiner did say that once the business is up and running Pepperell would like to do a spot check.

**Mr. Orcutt made a motion that the BOSC has reviewed the new application for 31 Adams Avenue and there is no change of use at this time or increase in capacity, Mr. Bouchard seconded and the motion passed unanimously.** Roll Call Gmeiner –Aye, Orcutt-Aye and Bouchard-Aye

**Pepperell MA**

Mr. Gmeiner said he would reach out to Mr. Brinkman to get an update on the new IMA.

**Review I&I Study**

Mr. Gmeiner told the BOSC we need to speak to Mr. Rafferty and see what area's need to be CCTV and set up with Pepperell.

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

Mr. Gmeiner said we need to get the pumps upgraded. Mr. Bouchard asked how long this would take and Mr. Orcutt said maybe a couple of months to change over to submersible pumps.

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

No discussion

## **Expansion Limits**

No discussion

## **Groton Farms Application**

Mr. Orcutt did tell the BOSC that they will submeter each building with separate water/sewer charges and each tenant will get their own utility bill.

## **FY22 & FY23 Budget**

Ms. Crory said rates look good and we are at 50%. Last year at this time we were \$305K and this year we are at \$345k and with the rate increase we expected to bring in an extra \$60K. Construction we budgeted \$12K and we are at \$44K.

## **Four Corners:**

Mr. Gmeiner told the BOSC that we need to pay Ayer their portion of the new connection fees as we collect per the IMA. Mr. Orcutt said they have sent us a bill, but the issue is we need to pull money out of reserves and we will need a town meeting vote.

Ms. Crory said we owe them for (9) connection fee's totaling \$52,500.00 and we have \$10,800.00 budgeted. Mr. Gmeiner said according to the IMA if we collected this year, we need to pay them to avoid 14% interest. He told the BOSC that in the future these need to be paid as we collect and he suggested we pay what we can now and pull the rest from the reserves.

Mr. Orcutt told the BOSC that we only collected these fee's because the building permit was pulled and that they are not actively using sewer and some of them have no structure yet. Mr. Gmeiner asked if there is no actual flow yet and Ms. Crory said there are 3-active homes. Mr. Bouchard asked if we can pay the \$10,800.00, we have in the budget for now and Mr. Gmeiner said "yes".

Mr. Gmeiner suggested we add (4) more in the FY24 budget and Mr. Orcutt said he would work on that with Ms. Crory and submit a revised budget to Mr. Haddad. Mr. Gmeiner also asked Ms. Crory to create a list of connected properties and a list of potential.

## **Commission Reorganization**

No discussion

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

**18B Blacksmith Row – Abatement:**

Ms. Crory told the BOSC that the abatement was filed back in August due to a leaky toilet, the customer asked to wait until November because some of the usage carried over until the next billing cycle by the time, she contacted the office. The normal usage is 3 units per quarter and in August was billed 17-units and November 10-units, when doing the abatement, she realized this is all within tier one usage.

Ms. Crory said the policy we only reduce excess usage and this is all within the lowest tier and if we take those 2 units the abatement would be \$19.38. Mr. Gmeiner wanted to make note that it did go down the drain and was treated. Mr. Bouchard stated that our policy is that it gets rated at the lowest tier and its unfortunate.

**Mr. Orcutt made a motion to abate \$19.38 for 18B Blacksmith Row to tier one sewer Mr. Bouchard seconded and the motion passed unanimously.** Roll Call Gmeiner –Aye, Orcutt-Aye and Bouchard-Aye

**Next Meeting** – December 21<sup>st</sup>, 2022

**BILLS SIGNED** – No bills signed

**MINUTES:** - **Mr. Orcutt made a motion to accept the minutes of September 9<sup>th</sup>, 2022, October 6<sup>th</sup>, 2022 and October 19<sup>th</sup>, 2022 as written, Mr. Bouchard seconded and the motion passed unanimously.** Roll Call Gmeiner –Aye, Orcutt-Aye and Bouchard-Aye

**ADJOURN** – Mr. Orcutt made a motion to adjourn at 3:05 P.M. Mr. Bouchard seconded the motion. Roll Call Gmeiner –Aye, Orcutt-Aye and Bouchard-Aye

Respectfully submitted,

Ann Livezey  
Water & Sewer Assistant