



Chair/James Gmeiner  
Vice Chair/Eric Berg

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

**Date:** November 20th, 2024  
**Time:** 2:00 PM

**Members Virtually Present:** Chair/James Gmeiner  
Vice Chair/Eric Berg

**Others Present:** Lauren Croy/Business Manager, Ann Livezey/Assistant and Judy Anderson

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

**227 Boston Road**

Mr. Gmeiner said this property is being sold and was contacted by Mr. Lindemer about tying in the barn to the Center Sewer District. Mr. Gmeiner said that Mr. Bouchard has outlined this process and he asked that a copy be sent to him to review.

**6 Fairway Drive**

Mr. Gmeiner said this property has been unsuccessful in getting the connection done due to the contractor not being available. So, the project will be on hold until April when he can get a road opening permit.

Mr. Gmeiner told the BOSC that if this connection is not made the owner has requested a refund of the \$7500.00 connection fee until the connection is actual made by the end of the year.

*Mr. Gmeiner made a motion to refund the \$7500.00 connection fee for 6 Fairway Drive, Mr. Berg seconded and the motion passed unanimously. Roll Call: Gmeiner – Aye and Berg - Aye*

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

Mr. Gmeiner said he is attending a meeting to discuss work at the pump station that will require overnight work and would include the installation of a cut off and by pass for future maintenance as well as a flow meter.

**Pepperell IMA**

Mr. Gmeiner said he is hoping to hear from Pepperell soon to finalize the contract.

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## **Four Corners Sewer District Parcels**

Mr. Gmeiner will review this.

## **Review I&I**

Mr. Gmeiner said Pepperell has been out doing camera work and he is waiting on the report.

## **Northern Data – Invoice Cloud**

Ms. Livezey told the BOSC that we have the opportunity to update our on-line billing software with converting to Invoice Cloud. She explained that this would allow our customers to view invoices online and eliminate paper and would be a cost savings in the long run with postage and printing.

*Mr. Berg made a motion to convert to the Invoice Cloud software system, Mr. Gemeiner seconded and the motion passed unanimously. Roll Call: Gmeiner – Aye and Berg - Aye*

## **FY24, FY25 & FY26 Budget**

### **Four Corners Budget:**

Ms. Crory told the BOSC she bumped up the rates slightly because there will be a new tenant taking of the Steward Medical space, she increased the connection fees due to the 24-unit project on the 5<sup>th</sup> corner. She also increased the inspection fees according to Mr. Rafferty estimate and there was a slight increase in the intergovernmental according to Ms. Dufresne estimates. Ms. Crory estimated \$75K going into the capital fund from the new project. Ms. Crory confirmed that that would leave \$310K in reserves.

### **Center Sewer Budget:**

Ms. Crory said she kept the rates at \$710K like FY24, she also mentioned reducing the capital charge in half if the Town agrees to pick up half of the Phase 2 Pepperell Debt since Phase 1 has dropped off. She said that Pepperell does not anticipate any significant increase in the next fiscal year. Ms. Crory said the reserves for the Old Ayer debt will be depleted in FY25, so we will need to carry \$7k in the next budget to cover.

The BOSC was in agreement to submit the budget as is with the understanding it may need to be adjusted based on future discussions.

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

Ms. Crory said we got another abatement request from 29 West Street, due to an overlap in the billing. His 2<sup>nd</sup> quarterly bill carried over 24-units of that previous abatement, so he is requesting another abatement. She explained that the total charge is (38) units @ \$621.43 and if we waive (12) units at charge (12) units at the lowest tier the bill would go down \$277.36 for a difference of \$344.07.

*Mr. Gmeiner made a motion to abate \$344.07 for 29 West Street for the 2<sup>nd</sup> Qtr. billing cycle Mr. Berg seconded and the motion passed unanimously. Roll Call: Gmeiner – Aye and Berg - Aye*

**Next Meeting** – December 4<sup>th</sup>, 2024

**BILLS SIGNED** – No bills signed

**MINUTES:** No minutes were approved

**ADJOURN** – *Mr. Berg made a motion to adjourn at 2:55P.M. Mr. Gmeiner seconded. Roll Call: Gmeiner–Aye and, Berg - Aye*

Respectfully submitted,

Ann Livezey  
Water & Sewer Assistant