

Groton Water Commission  
Regular Meeting  
Of the  
Board of Water Commissioners  
Thursday, August 10<sup>th</sup>, 2017  
Groton Town Hall 2<sup>nd</sup> Floor Meeting Room

**Minutes**

Present are Chairman Jack McCaffrey, Vice Chairman Greg Fishbone, Member James Gmeiner, Superintendent Thomas Orcutt and Business Manager Lauren Crory.

Mr. McCaffrey called the meeting to order at 7:05pm.

**Water Conservation Program – Well Levels & Pumping Levels**

Mr. Orcutt said that precipitation has been good and presented graphs of water levels and a spreadsheet of pumping levels. He said not to be thrown off by the recent pumping levels because Badacook was down for two weeks. He said that we are pumping numbers are similar to December which means this year may not be profitable. Mr. McCaffrey asked if Badacook was up and running now and Mr. Orcutt confirmed it is. Mr. McCaffrey also asked if Whitney 1 and Whitney 2 have been run at the same time yet and Mr. Orcutt said they have not. The board discussed the water levels and noted that although we have gotten a lot of rain, the levels have not reflected it yet but Mr. Orcutt is not concerned about the water levels.

Mr. Orcutt asks the board if the next meeting can be held at Badacook Well and everyone agrees.

**Badacook Pond Update**

Mr. McCaffrey told the board that the project has started but they have run into some problems so far. He said they will be working on the 15 acres of muck before they hydrorake. He also said he would consider giving more funding once things are going well. Mr. Fishbone asked what will happen if they do not spend all of the money and was told that they would need to encumber any extra funds or they would lose it. Mr. McCaffrey explained various weed issues that arise and notes that each year there can be new and different weeds which can make it difficult to maintain.

**Whitney Pond Well Construction**

Mr. Orcutt gave an update on the Whitney Well Construction progress. He said it is moving along, Mr. Strenck is processing shop drawings, the Skada is close to being built, and notes we will see a schedule of values on the first payment. Mr. McCaffrey asked for a project schedule to be brought to the next meeting and asked if everyone seems to understand the process/sequence of the well. Mr. McCaffrey asked if anything needs to be done before winter and Mr. Orcutt said yes and discussed the plans. Mr. Orcutt also said that exterior piping would be a good project to consider in the future. He also wants to look into a 500 or 1000 gallon standby generator to keep on site. Mr. Gmeiner asked if we would buy the tank or lease it and is concerned about

buying a tank and being committed to one company for propane. Mr. Orcutt said we will look at options but would most likely lease. Mr. McCaffrey spoke about Wright Pierce's presentation at the last meeting and that they think we should be spending \$1,000,000 a year on well maintenance and upgrades. The board talks about how this is very high for our type of business and Mr. McCaffrey would like to look at spending \$200,000 a year. More specifically, he would like to see what infrastructure improvements we could do with \$200,000 a year for 5 years. He also notes that if we plan on doing this, we will need to look at water rates, fees, and connection fees for additional income to fund these projects.

Mr. Fishbone would like to work with the Highway department and be aware when they are paving roads so that we can do work at the same time if need be. Mr. Orcutt said there isn't a good scheduling system in place so this could be difficult.

### **Fiscal Year 2018 Revenue Projections**

Mrs. Crory presented historical reports showing what was billed out for water rates in June, July, and August the past three years. When looking at the dollar amount compared to the gallons pumped – the board noticed that even though we pumped much less water this year – we are still in line with 2016 in terms of amount billed out. This is probably due to the increased water rates as well as new meters being installed and therefore more accurate readings.

Mr. McCaffrey asked how far along we are with installing compound meters and Mr. Orcutt responded that about 65% have been put it.

Mrs. Crory also presented some information on the reserve fund which showed that we were able to put back most of the funds we transferred out. Therefore our beginning balance of the fund is comparable to our starting balance last year. We were also able to encumber about \$100,000 for FY2018. In conclusion – FY 2017 was a profitable year due to higher water rate income and construction income than expected. Mrs. Crory will bring a more detailed analysis to the next meeting after reviewing with the Town Accountant.

Mr. Orcutt presented a listing of current and prospective projects that will need to pay a connection fee for town water. The board discussed the various projects and asked Mr. Orcutt to send dollar amounts for these connections.

### **465-473 Nashua Rd**

Mr. Orcutt wanted to let the board know that there is an agreement with Pepperell that these homes could connect to town water. He does not want to extend the water main down that road so told Don Black he would need to figure out how to connect otherwise.

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

Mr. Gmeiner made a motion to approve the meeting minutes from June 13<sup>th</sup>, June 27<sup>th</sup>, July 13<sup>th</sup>, and July 25<sup>th</sup> 2017, Mr. McCaffrey seconded and the motion carried unanimously.

The board reviewed and signed invoices for Expense Warrant 4.

Mr. Gmeiner would like to figure out any connection fee increase soon so we don't miss out on any revenue. Mr. McCaffrey agrees and notes that we will first need a proposal and a hearing. Mr. Orcutt said he will work on this and put on upcoming agenda.

Mr. McCaffrey made a motion to adjourn at 8:23pm, Mr. Gmeiner seconded, and the motion carried unanimously.

Respectfully Submitted,

Lauren Croy  
Business Manager

John McCaffrey \_\_\_\_\_ Date \_\_\_\_\_

James Gmeiner \_\_\_\_\_ Date \_\_\_\_\_

Greg Fishbone \_\_\_\_\_ Date \_\_\_\_\_