



Chair/James Gmeiner  
Vice Chair/Thomas Orcutt  
Clerk/Evan Boucher

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

**Date:** May 16, 2018

**Time:** 2:00 P.M.

**Location:** Town Hall/First Floor

**Members Present:** Chair/James Gmeiner  
Vice Chair/Thomas Orcutt

**Others Present:** Ann Livezey/Water & Sewer Assistant, Lauren Crory/Business Manager, Judy Anderson, Matt Campobasso & Steve Catalano

---

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

**Dunkin Donuts – Capacity Request**

Mr. Orcutt asked that Mr. Catalano come in before the BOSC to discuss the recent modification at 133 Main Street to determine the potential need for more capacity. Mr. Catalano stated that there are (3) existing tables with (6) seats and they will only be adding (2) round top tables with (8) chairs. Mr. Catalano also mentioned no public bathroom was added during this modification. Mr. Gmeiner feels that the current capacity allocated for 133 Main Street is sufficient and there is no need for additional capacity at this time.

**Mr. Orcutt made a motion that no additional capacity is needed for 133 Main Street, Mr. Gmeiner seconded and the motion passed unanimously**

**Review DEP Infiltration & Inflow Analysis and SESS Plan**

Will be discussed at the next meeting when Mr. Rafferty is present.

**Pepperell IMA**

Pepperell has proposed a new formula for the IMA Agreement which requests a 25% cost share by Groton for all their operating expenses less debt payments. Mr. Orcutt feels that in order to consider this proposal we would have to look at all the expenses. Mr. Orcutt generated a memo outlining (5) areas of concern: Operating Debt, Capital Expenses, Labor Costs, Indirect Costs and General Expenses. Mr. Gmeiner suggested that we review a year worth of bills for what they billed

to come over and check the pump stations and even maybe check two years. Mr. Orcutt said he reviewed the last bill and we do not even get 20-hours a week. Mr. Rafferty was not present but he did provide a response letter to the latest IMA proposal. Mr. Gmeiner and Mr. Orcutt reviewed and will discuss at the next BOSC meeting when Mr. Rafferty is present.

### **Budget – Fiscal Year 2019**

Mr. Gmeiner and Mr. Orcutt reviewed the profit and loss statement provided by Mrs. Crory for FY18 year end.

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

Mr. Orcutt was contacted by Ira Grossman of the BOH regarding Groton Therapeutic Massage and a new service they are providing “Groton Float”. Mr. Gmeiner suggested we ask them to attend the next BOSC meeting so we can obtain the necessary information.

**Next Meeting** – The next meeting of the BOSC will be held on May 23<sup>rd</sup>, 2018.

### **BILLS SIGNED**

One set of bills were signed at this meeting for Expense Warrant 24.

### **MINUTES:**

Mr. Orcutt made a motion to approve the minutes of May 2<sup>nd</sup> & 3<sup>rd</sup>, 2018

**ADJOURN** – Mr. Gmeiner made a motion to adjourn at 2:55 pm and Mr. Orcutt seconded.

Respectfully submitted,  
Ann Livezey/Water & Sewer Assistant

**APPROVED:**

---