

Groton Water Commission
Regular Meeting
Of the
Board of Water Commissioners
Tuesday, September 25th, 2018
2nd Floor Lunch Room

Minutes

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

Mr. Fishbone called the meeting to order at 7:32pm.

Water Conservation Program - Well Levels & Pumping Levels

Mr. Orcutt said the water levels are good and pumping levels are going down as people turn off irrigation systems. Water main flushing starts next week and then we will have good numbers. Mr. Fishbone asked if we are going to notify the town of the water main flushing and Mr. Orcutt said yes we can post to website, facebook, and send an email blast. Mr. Gmeiner asked when both will run at the same time and Mr. Orcutt said they will try it during flushing. He also said that the engineer got back to him about the temperature issue and said that 30 degrees Fahrenheit to 100 degrees Fahrenheit is the range for the system to avoid any issues.

Baddacook Pond

Mr. Gmeiner asked if they are done and Mr. Orcutt said that hydro raking is done but he is not sure how much longer they will be doing weed harvesting because of the restrictions from the National Heritage. Mr. Gmeiner asked how much they got done and Mr. Orcutt is going to be reviewing the maps with Mr. Luening to make sure they are targeting areas with invasive species. They will also be meeting with the neighbors soon.

Whitney Pond Well Construction

Mr. Orcutt said the DEP inspection went well and there are just a few items that need to be addressed. Mr. Fishbone asked if DEP will come back once the items are done and Mr. Orcutt said that normally a photo and explanation is sufficient. Mr. Orcutt explained that fire alarms will be installed and he will be looking into a generator but would like to get a grant to cover the cost if possible.

Staffing Plans

Mr. Orcutt said that Mrs. Doig re-graded the Water Technician I from grade 9 to grade 10 and Water Technician II from grade 10 to grade 11. The current technicians, Mr. Brackett and Mr. Knox will go to the closest hourly rate in their new grade. Mr. Fishbone said there won't be much of a change this fiscal year and Mr. Orcutt agreed and said Mr. Knox will see an increase when he takes over for Mr. Brackett and moves up a grade.

Mr. Orcutt also proposed changing the wording in their contract to state if the technician has a license 3 or 4 they can get \$1500.00 or \$2400.00 annually. Mr. Gmeiner asked how this would help the department and Mr. Orcutt said that it shows the state that our technicians are technically advanced and shows our employees that they will be compensated for additional training and licenses. He also notes that not all towns do this so it may look appealing. Mr. Gmeiner asked if this payout increases their base pay and retirement and Mr. Orcutt will check.

Mr. Gmeiner asked if we had any applicants yet and Mr. Orcutt said we will have about 5-6 applicants by Friday.

Mr. Gmeiner made a motion to approve the re-grading of Senior Technician I and II, Mr. Fishbone seconded, and the motion carried unanimously.

Financials

Mrs. Crory reviewed the approved Enterprise Balance which has stayed at about the same amount over the past three years. Although we had some additional spending, we had additional income which has balanced it out. Mrs. Crory also presented first quarter financials which look good. Mr. Orcutt asked her to find out what the debt payment was and to fill in that amount for our next review. He also would like to look at our spreadsheet which outlines how our funds are allocated so that we can review the various buckets. Mr. Orcutt added that we will be receiving the \$87,000 grant soon which we could put into reserves.

Other Business

Mr. Orcutt said that we will have another rate hearing in November or December to review our rates and fees and talk about any necessary changes. He also has started preparing our Fiscal Year 2020 Budget. He said they can discuss a possible third operator when we review the budget. Mr. Brackett may be able to help with inspections after he retired. He said we can review financials again later in October once those bills begin to be paid and once Mrs. Crory applies the debt payment to the statement.

Invoices for Expense Warrant 8 were signed.

The next meetings will be scheduled for October 9th and October 23rd.

Mrs. Crory and Mr. Orcutt left the meeting at 8:31pm.

Per Mr. Fishbone, he made a motion to adjourn at 8:45pm, Mr. Gmeiner seconded, and the motion carried unanimously.

Respectfully Submitted,

Lauren Crory
Business Manager