



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

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

**Date:** February 27, 2019

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

**Location:** Town Hall/First Floor

**Members Present:** Chair/James Gmeiner  
Vice Chair/Thomas Orcutt  
Clerk/Michael Bouchard

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

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

**Rate Hearing Cont.**

**Mr. Orcutt made a motion to close the Public Rate Hearing and Mr. Bouchard Seconded and the motion passed unanimously.**

Mr. Gmeiner asked the BOSC if anyone had any thoughts regarding the rate changes, we discussed at the previous Rate Hearing meeting. Mr. Orcutt stated that he feels we need to add a base capital charge and his feelings are a two-step process with a fee and rate adjustment this year and do another one next year. Mr. Orcutt was originally thinking a \$10 fee for the base capital charge, but now he feels that it should be \$15 and leave tier one sewer rates alone and push up tier 2,3 & 4. Mr. Bouchard asked what would two-years look like and Mr. Orcutt replied that we would have to review it next year and see how much revenue we have. We have a debt payment due in January FY21, so we need to make sure we bring in enough to cover that. Mr. Orcutt said our rates have to cover our operating expenses. Mr. Gmeiner told the BOSC that we have a payment due in FY21, the town will cover that payment, but we have to pay it back. So that will allow us to see what is going on with our rates and budget wise. Mr. Gmeiner's question is do we do a two-step process or do we do one large increase now and make sure it covers us? Mr. Bouchard asked if the big hit would be the 15% increase in tiers 2 thru 4 and if so, that would generate an increase of \$90K and by adding the base capital qtrly fee of \$15 that would be a total of \$127K. He then asked would a two phase be a 10% increase the first year then 5% increase the following year? Mr. Orcutt said with the \$75K debt we are facing he is leaning towards a fixed fee of \$15/qtr. so that can cover the capital and leave tier one alone and increase tiers 2-4 by 15%. He feels going heavier in year one then review it next year and do some maintenance if required.

Mr. Gmeiner said in the Center Sewer District the agreed cost split is 50/50 with the rate payers. The new debt we are facing in FY22 is not for an increase in capacity of the plant. This is to meet the requirements of DEP. Mr. Gmeiner stated that the \$75K is for the new capital plant upgrade and the \$54K is the old upgrade, which the town pays half of the upgrade cost and we carry the full expansion portion.

**Mr. Orcutt Made a Motion to Incorporate a Quarterly Charge of \$15.00 for the Capital Plant Upgrade Charge and Increase the Sewer Rates by 15% for Tier 2, 3 & 4 Effective April 1<sup>st</sup>, 2019 for the Center Sewer District Mr. Bouchard Seconded and the Motion Passed Unanimously.**

Mr. Orcutt asked the BOSC if the Four Corners was part of the Rate Hearing and stated we are running a deficit and we will until 50% connected. He suggested an adjustment of sewer rates to mirror the Center Sewer District. Mr. Bouchard asked if there are any residential customers in Four Corners that will be connecting to the town sewer. Mr. Gmeiner said outside of Mr. Moutons development probably not, that it will be mostly commercial that will be forced to connect. Mr. Gmeiner said at this time he is comfortable leaving the rates at Four Corners as is.

**Mr. Orcutt Made a Motion to Make No Adjustments to the Rates and Fees at Four Corners Sewer District Mr. Bouchard Seconded and the Motion Passed Unanimously.**

**Mr. Orcutt Made a Motion to keep the PPA as is and all Other Fees and Charges Mr. Bouchard Seconded and the Motion Passed Unanimously.**

### **Pepperell IMA**

Mr. Gmeiner said he received an update from Mr. Rafferty with the following information:

- He has solicited quotes for the nighttime CCTV work. The flow isolation has been deleted along with the manhole inspections and we can move forward with the capacity study when ready. Mr. Rafferty also said he is reviewing the January flow data and looking through the old flow metering and flow isolation to see if there is anything that helps.

Mr. Orcutt said he spoke with the Chief of Groton Police and he prefers the work to be done after 7:00 P.M.

### **Sewer District Expansion Guidelines**

Nothing discussed at this meeting

### **FY20 Budget**

Nothing discussed at this meeting

### **Other Business:**

In regards to the GDRHS Mr. Rafferty stated in his email that he is having the contract reviewed and signed by EPG and he will just need authorization from the District. Mr. Gmeiner asked Mr. Orcutt to talk to him about that and inform him that the BOSC will be passing the bill on to GDRHS.

Mr. Gmeiner said he has received a request to release a Bond in the amount of \$5,000.00 for Mill Run Plaza, the flow at the time was calculated at 2,940/per day and they gave us a bond of \$5,000.00 and after 16 months or the last occupancy was done, we were supposed to look at actual flows and return the bond if necessary. Mr. Gmeiner said as of today according to Title V they are using 2,020/per day.

**Mr. Orcutt Made a Motion to Release the Bond in the Sum of \$5,399.32 to Ryan Development LLC. Mr. Bouchard Seconded and the Motion Passed Unanimously.**

Mr. Orcutt informed the BOSC that Mr. Catalano has inquired about hooking up to town sewer at the Four Corners. Mr. Gmeiner suggested we have him come to the next BOSC meeting so we can discuss in detail.

Mr. Gmeiner told the BOSC that we need to continue discussing Mr. Thibeau at 436 Main Street and figure out how to proceed.

**Next Meeting** – March 6th, 2019

**BILLS SIGNED**

One set of bills were signed at this meeting for FY19, Expense Warrant (EW-19)

**MINUTES:**

No minutes were approved at this meeting

**ADJOURN** –

Mr. Orcutt made a motion to adjourn at 3:40 P.M., Mr. Bouchard seconded, and the motion carried unanimously.

Respectfully submitted,

Ann Livezey  
Water & Sewer Assistant

**APPROVED:**

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