

Groton Water Commission
Regular Meeting of the
Board of Water Commissioners
Tuesday, August 19th, 2025
Virtual Meeting via Zoom

Minutes

Present are Chairman John McCaffrey, Vice Chairman Greg Fishbone, Member James Gmeiner, Superintendent Tom Orcutt, Business Manager Lauren Crory.

Mr. McCaffrey called the meeting to order at 7:31pm. He stated that the meeting is being recorded and everyone introduced themselves.

Operational Updates (Superintendent)

Mr. Orcutt has not heard back from the attorneys and will follow up with town council after Mr. Haddad returns from vacation. He reported that we have been pumping a lot of water but are not exceeding permit.

The Chicopee Row Water Main project is waiting on the chlorine booster station to be completed but they will activate the irrigation line tomorrow. There will be a training session with the high school staff for manual operations. We will be able to start selling the irrigation water starting tomorrow. Mr. McCaffrey asked if they know about the water restrictions and Mr. Orcutt will go over it with them although they do get some exemptions for the ballfields etc. They have investments in the ballfields so need to maintain them. Mr. McCaffrey asked if the high school needs to follow the odd/even conservation program and but Mr. Orcutt will ask them to do odd/even but they can do more if they need to maintain the fields. Mr. Fishbone asked the timeline for the booster station and Mr. Orcutt said 4-6 weeks.

Financials (Business Manager)

Mrs. Crory said the certified free cash should arrive in early September. She will be looking at the current FY26 construction income in the budget to determine what changes have occurred since the budget was created last fall.

IMA w/Dunstable and Pepperell (Phase 3)

Mr. Orcutt said there were minor changes to the IMA and it does not impact the Water Department much. Mr. McCaffrey asked when the project will be permanently bonded and Mr. Orcutt said phase I borrowing is not done yet so permanent borrowing can not be completed until next spring.

Mr. Gmeiner made a motion to approve the revision to the Pepperell/Dunstable Intermunicipal Agreement, Mr. Fishbone seconded, the motion carried unanimously.

Mr. Gmeiner said the Groton Herald article looked like the Groton Water Department was running the project and it should be clear the town is primarily handling this project.

Qualification Requirements for work on Water Supply System

Mr. Orcutt sent the drainlayer qualifications documents to Mr. Gmeiner. Mr. Orcutt said the water services that are required to hook up will be at the town's cost. They can issue a change order to the current contractor to make these connections or put it out to bid and have another contractor bid on these private residential services. The third option would be for phase I water services gets pushed in with phase III water services. Mr. Orcutt does not think the third option is the best because we want to get homes on the service as soon as possible since they are getting bottled water and are considered contaminated.

Mr. Gmeiner said the original thought was that customers would be reimbursed, but now the town will carry the cost so it will need to go out to bid. Mr. Gmeiner said that Mr. Orcutt put together a good list of criteria for drainlayers if other contractors want to work on private connections (outside of the required connections at the town's cost).

Mr. Orcutt would like the commissioners to adopt the drainlayer requirements now. Qualification statements will need to be approved. Mr. McCaffrey and Mr. Fishbone did not see it yet so will vote at the next meeting after reviewing.

Mr. McCaffrey asked if someone with PFAS wants to remediate on their own, are they able and Mr. Orcutt is not sure. If they refuse the hook up, than the town is no longer required to assist them or provide bottled water. Mr. Orcutt said if someone wants to do this hook up on their own, the town will inspect it, but there will be no assistance on cost.

Other Business

Mr. McCaffrey said the Superintendent posting will posted soon. As part of that, a water commissioner needs to be part of the screening process and wants to know who that individual should be. Mr. Gmeiner thinks Mr. McCaffrey should be on the screening committee and Mr. McCaffrey thinks Mr. Gmeiner would be a good fit. The commissioners discussed who should be the first choice to participate in the screening process.

Mr. Gmeiner made a motion to elect Mr. McCaffrey to be on the screening committee, Mr. Fishbone seconded, and the motion carried unanimously.

Mr. McCaffrey asked that Mr. Orcutt will be involved and a technician will be involved. Mrs. Crory will also be on the screening committee.

Mr. Gmeiner made a motion to approve the minutes of July 15th, 2025, Mr. Fishbone seconded and the motion carried unanimously.

Mr. McCaffrey made a motion to adjourn at 8:04pm, Mr. Gmeiner seconded and the motion carried unanimously.

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Respectfully Submitted,
Lauren Crory

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