

Groton Water Commission
Regular Meeting of the
Board of Water Commissioners
Tuesday, April 7th, 2026
2nd Floor Meeting Room, Town Hall

Minutes

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

Mr. McCaffrey called the meeting to order at 7:36pm. He stated that the meeting is being recorded and everyone introduced themselves.

Staffing Discussion

Mr. McCaffrey wants to make sure the Water Commissioners are all on the same page with changes that have been happening in the department although it can be hard when they can only discuss items at public meetings.

Mr. McCaffrey said the first item to discuss is the Water Superintendent position. Mr. Gmeiner will be filling in on the interview committee along with Mrs. Crory. Mr. Fishbone did see Mr. Haddad's proposal about combining the Public Works Director and Water Superintendent position. Mr. McCaffrey explained that the Commission was not interested in pursuing that proposal at this time. Mr. Gmeiner thinks there are qualified applicants to interview.

Mr. McCaffrey explained that after this week's initial interviews, a limited number of candidates will be selected to have a second interview with the Board of Water Commissioners.

Mr. Fishbone has a new job so will not have as much flexibility during the day to meet. He is available occasionally during the day on Tuesdays.

Mr. McCaffrey said that Mr. Knox will be writing a letter stating that he will retire at the end of September. After retirement he will stay employed part time (up to 15 hours per week) to continue to help train the new operator. A new operator position will be advertised once Mr. Knox submits his letter. Mr. McCaffrey emphasized the importance of keeping Mr. Knox on part time as he has much knowledge to share with the new operator. He also emphasized keeping the department running smoothly by retaining current employees.

FY27 Budget Updates

Mrs. Crory reviewed the changes to the FY27 budget and overall increase of about \$77,000. The changes included Mr. Knox's retirements and transition from full time to part time, increasing the new Superintendent salary, and adding a new operator. These changes had implication son both the Wages and the Health Insurance budget items. The Health Insurance will not be known for sure until the new employees are hired.

Mrs. Crory updated the revenue projections based on the rate and fee increases at the December Rate Hearing which left a shortfall of \$63,160. Based on the FY26 forecast and the high school and emergency room coming online, Mrs. Crory feels comfortable adding this increase to Rate Income. She will continue to monitor the budget as changes are made.

The Water Commissioners support the revised FY27 budget.

Mr. Gmeiner said the 500 Main St project is moving forward and should break ground next fiscal year. Mr. Fishbone asked if their first installment FY27 and it should be coming in and Mr. Gmeiner expects it to come in late FY27.

Mr. Gmeiner said there will also be projects on Gratuity Rd/Jenkins Rd, and Wyman Rd coming up although we do not have exact dates yet.

Water Conservation Program

Mr. Gmeiner made a motion to adopt the Mandatory Odd/Even Conservation program beginning May 1st, 2026, through September 30th, 2026, Mr. Fishbone seconded and the motion carried unanimously.

Mrs. Crory will post the program on the website and can send to the Groton Herald. Mr. Maloney will be submitting the conservation paperwork to DEP.

Other Business

Next Meeting is April 28th, 2026.

Mr. Gmeiner made a motion to approve the minutes of March 10th, 2026, as amended, Mr. McCaffrey seconded and Mr. Fishbone abstained.

Mr. Gmeiner made a motion to approve the minutes of March 20th, 2026, as amended, Mr. McCaffrey seconded and Mr. Fishbone abstained.

Mrs. Crory left the meeting at 8:35 p.m.

The Commissioners then discussed the history of events in the department since late December, 2025 to date.

Mr. Gmeiner made a motion to adjourn at 9:05pm, Mr. Fishbone seconded and the motion carried unanimously.

Respectfully Submitted,

Lauren Crory

April 7th, 2026