



Chair/James Gmeiner  
Vice Chair/Thomas Orcutt  
Clerk/Thomas Hartnett

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

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**Date:** December 8, 2016

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

**Location:** Town Hall/First Floor

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

**Others Present:** April Iannacone/Business Manager & Ann Livezey /Water & Sewer Assistant

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The Meeting was call to order by James Gmeiner at 2:00 pm

**Pepperell IMA & Agreement Update:**

Mr. Orcutt reported that there is no new information regarding the Pepperell IMA at this time, due to the absence of Joe Jordan. Mr. Gmeiner asked that an email be sent to Ken Kalinowski and Joe Jordan for a status update.

**Lawrence Academy Capacity (Dormitory)**

Mr. Gmeiner feels there is enough capacity at this time, but we need to find out how many bedrooms are being added so we can adjust the reserves accordingly. Mr. Orcutt replied that he has reached out to Linda asking for the necessary documentation. Mr. Gmeiner also suggested that we have a report of the current water usage for the next meeting to review.

**Ayer IMA**

Mr. Gmeiner inquired on the status of the IMA agreement with Ayer. Mr. Orcutt thinks with the waste water going to Ayer, it should be straight forward. Mr. Orcutt also mentioned the engineering costs that would be associated with the project and we should consider how those

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costs would be recouped and suggested the possibility of betterments. Mr. Gmeiner offered to give suggestions either unit based or frontage and Mr. Orcutt stated flow allocations for each parcel have already been discussed. Mr. Gmeiner suggested Bob Rafferty put an agreement in place with rules and regulation as well and he would review it. Mr. Gmeiner and Mr. Orcutt recommended a budget for 2018 be put in place for this project for and Mr. Gmeiner would like that the overhead and proportion for the business manager and assistant be included. Mr. Hartnett suggested that we arrange a meeting with Ayer to see the plant in the near future.

### **2018 Operating Budget**

Mr. Orcutt mentioned that the school department has inquired about the sewer rate increase and would like the calculations for their budget. Mr. Gmeiner would like to discuss rate increases and the possibility of adding a 4<sup>th</sup> tier. Mr. Orcutt asked that calculations be run on adding a 4<sup>th</sup> tier and be presented at the next meeting and feels a hearing should be scheduled once we have all the necessary information.

**Next Meeting** – The next meeting of the BOSC will be held on the December 21, 2016 @ 2:00 PM.

**MINUTES:** November Minutes were reviewed and approved.

**ADJOURN** – Mr. Gmeiner made a motion to adjourn the meeting at 2:48 PM. Mr. Hartnett seconded, and the motion carried unanimously.

Respectfully submitted,

Ann Livezey, Water & Sewer Assistant

**APPROVED:**

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