



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

Town of Groton Sewer Department

173 Main Street
Groton MA 01450

Date: June 2nd, 2021

Time: 2:00 P.M.

Location: Virtual Meeting Using Zoom

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

Others Virtually Present: Ann Livezey/Water & Sewer Assistant, Lauren Crory/Business Manager,
Judy Anderson and Dr. Jennings

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

Prescott - Capacity Charges

Mr. Gmeiner told Dr. Jennings that he noticed programs are up and running and that our sewer regulations were changed a year ago and such things as a day care could trigger capacity issues. He asked Dr. Jennings what spaces are occupied at this time and what type of businesses.

Dr. Jennings said they are approved for another three-year lease on the building and all the rooms in the building are occupied. She said it's at 85% occupancy as of now and that 19 of the 20 rooms are leased. She said that if all occupants occupied the building at the same time, it would be a total of 18-22 people.

- The 2nd floor is just office space and has 1-2 people.
- They were approved by the building inspector to have children in the building and the building is equipped with fire sprinklers. Most of the children's programs will be outside and maybe some inside.
- Groton Herald occupies space on Monday & Tuesdays

Mr. Gmeiner said office space would be 75/gpd per 1,000 sq ft., retail 50/gpd per 1,000 sq. ft. and a classroom would be 8/gpd per person.

Dr. Jennings asked if these would be the fee's charged and Mr. Gmeiner said this would be for new space or a change of use and that would increase the gpd and there is a connection fee of \$6,000.00. Dr. Jennings asked if this was for one room and Mr. Gmeiner explained that if a room was subdivided and you created new space or if you increased the square footage.

Dr. Jennings said that classroom sizes used to require 700-750 sq. ft. and now its 800-850 sq. ft. Mr. Gmeiner said if a classroom was converted to office space there would be no fee, but a classroom was changed to a day care that

would go from 8 gpd to 10 gpd per person. Any food prep on site or food sales would trigger capacity and he did ask Dr. Jennings to provide a floor plan.

Indian Hill Music – Plan Review/Construction Discussion

Mr. Orcutt said that Mr. Rafferty still needs to review before we give the go ahead.

108 Pleasant Street – Sewer Connection

Mr. Orcutt told the BOSC that he was surprised to see a gravity layout and thought it was going to be a low-pressure system. Mr. Orcutt also said the layout should show us if they are going over/under the force main and suggested the gas company be contacted to be marked out.

Four Corners – Rate Increase

Mr. Gmeiner asked Ms. Crory to run some numbers on the most recent rate increase letter we received from Ayer.

Main Street – Repaving

Mr. Gmeiner asked for a follow up on the report that was done by Pepperell and the riser order.

Shaw’s Sewer Connection

Mr. Irvine has approved the revised engineering inspection bills and they will be paid.

Florence Roche School – Capacity

Mr. Gmeiner said he still needs to review his notes.

227 Boston Road/Lindemer – Sewer Connection Update

Mr. Gmeiner told the BOSC that he submitted his notes to Mr. Haddad and Mr. Collins stating this is a private line and the owner is responsible to maintain.

1-3 Forge Village – Sewer Connection

No discussion

436 Main Street

This was submitted to the Central Registry and CommBuys and the bid will open tomorrow and end on June 10th.

Abatement Request – 263 Main Street

Ms. Crory told the BOSC that this abatement was for a toilet leak that the owner was unaware of and he was billed for 52-units. Mr. Gmeiner said in the past we would bill these units at the lowest tier. He also suggested with the new abatement policy that we require proof that the toilet was fixed.

Mr. Bouchard agreed told the BOSC that if the homeowner was to apply for another abatement next quarter, he would not consider an abatement because the owner stated on the abatement form it resolved itself. Mr. Gmeiner suggested we go with a conditional abatement until the plumber looks at it and provides us with proof.

Mr. Bouchard made a motion to ask the homeowner for proof of the plumbing inspection and added a condition to abate \$353.30, which would be at the lowest tier Mr. Gmeiner seconded and the motion passed unanimously. Roll Call: Gmeiner – Aye and Bouchard- Aye

Discuss Developing a Policy Regarding Abatements

Mr. Orcutt said he has reviewed some policies from other towns and the BOSC was all in agreement with the Natick abatement policy and Mr. Orcutt said he would review and come up with language for a new abatement policy for the next meeting.

Discussion of Proposed Sewer Commission Website

Mr. Bouchard will continue working on this

FY21 & FY22 Budget

Mr. Gmeiner asked for the budget numbers for both districts for the next meeting. Mr. Gmeiner said that the goal is to have rates cover the expenses for Four Corners rather than have to pull from reserves. He said he would also like the connection fee monies set aside and used for repairs when needed rather than have to borrow for this.

Mr. Gmeiner did tell the BOSC that we will do a transfer for the initial payment due to Ayer for FY22.

Next Meeting – June 16th, 2021

BILLS SIGNED - No bills were signed at this meeting

MINUTES: - No minutes were approved

ADJOURN – *Mr. Bouchard made a motion to adjourn at 3:40PM. Mr. Gmeiner seconded the motion. Roll Call Gmeiner –Aye, Bouchard-Aye and Orcutt-Aye*

Respectfully submitted,
Ann Livezey
Water & Sewer Assistant