

**GROVELAND WATER & SEWER BOARD  
MEETING MINUTES  
October 16, 2023**

A Regular Meeting of the Groveland Water & Sewer Board was held on Monday, October 16, 2023 at 5:00 p.m. The meeting was held in the Main Meeting Room at the Groveland Town Hall, 183 Main Street, Groveland.

**Board Members Present**

Bill Dunn, Chairperson  
Sarah Sheehan-McGrath

**Board Members Absent**

Terry Grim

**Staff Members Present**

Colin Stokes, W/S Superintendent  
Danielle Albright, W/S Office Manager  
Renny Carroll, Highway Superintendent  
Rebecca Oldham, Town Administrator

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TOWN OF GROVELAND

**OPENING**

Commissioner Dunn made a motion to open the meeting at 5:02 p.m. Seconded by Commissioner Sheehan-McGrath. All in favor.

**CUSTOMER COMMENTS**

**1. Paul & Josephine Lovoulo, 10 Rollins Street**

Mr. & Mrs. Lovoulo appeared before the board to request a high usage abatement. Superintendent Stokes explained that the Lovoulo's received an actual read of 9,000 cu.ft. of usage for their bill dated 7/1/2023 (for usage during April, May, and June) which appeared about 4,000 cu. ft. above their usual usage. A leak check was completed by the Water Department at the Lovoulo's residence, a new meter was installed, and the old meter was sent out for testing. The meter came back with a 2.5% variance rate – which is still within the margin of error accepted by the department. As a courtesy, the Lovoulo's were given a 2.5% decrease on their bill, which they felt wasn't enough considering their usual usage of between 3,000-5,000 cu. ft. per quarter. The Lovoulo's made their case for an abatement and the Board agreed to abate the bill to match the rate of their next highest usage quarter of 4,900 cu. ft., which everyone felt was reasonable.

**2. Brad Ligols, 833 Salem Street.**

Mr. Ligols appeared before the Board to request the Board waive the connection fee. Mr. Ligols claimed that at the February 2022 meeting, the water Board agreed to waive the fee. Water Department staff could not locate the minutes from this meeting to verify and asked Mr. Ligols to reappear before the Board. Mr. Ligols reminded the Board that, at the request of the Fire Chief, he paid to install and relocated a hydrant to the bottom of Nelson Street, to the benefit of the town and the residents in the surrounding area. The Board agreed to waive the connection fee of \$3750 based on the infrastructure improvements made by Mr. Ligols.

**BUSINESS ITEMS**

**1. Well Drilling Updates**

Ryan Allgrove with Environmental Partners (EP) appeared before the Board to provide an update on the ongoing well exploration project. The Town needs to establish a new water source to improve quality, for redundancy, and for the future growth of the Town. Of the three possible locations, the area closest to well #1 was established as the best possibility, however, this location would extend into the solar field and the new Rail Trail. To drill here, some of the solar panels would need to be removed and an easement established with National Grid to comply with the 200 ft. radius required by DEP. Another challenge with putting a new well next to an existing well is that, while it

would establish mechanical redundancy, there would be no redundancy in the event of contamination because both wells would be affected. This location is still the only and best option available to the Town. EP is recommending ground water modeling at the well #1 site to further test for viability. Mr. Allgrove also briefly reviewed with the Board that the department is not currently meeting the new PFAS standards as a whole. Superintendent Stokes reminded the Board that once the DEP standards are implemented, the Town will have 3-5 years to comply. The only way to treat for PFAS will be to build a water treatment facility. A discussion followed regarding federal regulations and cost/logistics of building a treatment facility in Groveland.

## **2. Infrastructure Improvements and Funding Ideas**

Superintendent Stokes proposed some possibilities for how to proceed with funding for the future. One possibility is to impose a flat fee to each bill which gets earmarked for capital projects only. Another possibility is to utilize a percentage fee based on usage. Each customer would pay a certain percentage based on their bill. Regardless of which option the Board considers, Commissioner Sheehan-McGrath had previously suggested using a phased approach to implementation which was brought up again by Superintendent Stokes. Commissioner Dunn suggested the department established a marketing campaign to educate the residents about the need for this additional fee, to include information about the future water treatment facility. Commissioner Sheehan-McGrath suggested a public meeting. Superintendent Stokes commented that any rate change or fee implementation would require a public hearing anyway. The Superintendent and the Board agreed that a flat fee rate would be better for the residents, however, it will be part of a larger conversation at a future meeting.

## **3. Billing Policies**

Ms. Albright presented the proposed changes to the billing policies. The most significant change was regarding the abatement policy in order to remove any ambiguous language and establish specific guidelines for seasonal abatements. Smaller changes included those that were already in practice within the department, such as only imposing one demand instead of monthly demands for past due accounts. A brief discussion followed. **Commissioner Dunn made a motion to accept the new billing procedures as written. Seconded by Commissioner Sheehan-McGrath. No further discussion. A voice vote was held, all were in favor.**

## **ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING**

### **1. Highway Department**

Superintendent Stokes introduced Highway Superintendent, Renny Carroll, who came before the Board to discuss funding the paving on Center Street ahead of the winter to protect the plow trucks and as a general safety matter. The Water Department was originally supposed to pay for this paving, after receiving payment from Bill Daley. Both Superintendent Stokes and Superintendent Carroll agreed the Highway Department will pay for the paving now with the Water Department reimbursing Highway in the spring after the from Mr. Daley becomes available. Additionally, as it relates to paving, the Highway Department completed paving at Chestnut & Union Street where the Water Department had done some updates to infrastructure in FY23. At the same time, National Grid put in a new gas main. To avoid having Water Department funds paying for non-water related projects, Superintendent Stokes and Superintendent Carroll will work together to breakdown how much of this paving is the financial responsibility of each the Water Department, National Grid, and the Highway Department.

### **2. Town Administrator**

The Town Administrator, Rebecca Oldham, appeared before the Board to request the Board waive the water fee to the future splash pad at the Groveland Pines, based on the inverse costs associated between the Water Department and Town Hall. The splash pad will only operate from July 4th – Labor Day each year and only for four hours daily. Town Administrator Oldham proposed the Board establishes a maximum number of cubic feet to be used by the splash pad free of charge as payment in kind for services provided to the water department by Town Hall (Town Accountants time, Town Treasurers time, repairs completed at 23 School St., etc.). Any usage above the maximum cubic feet agreed upon would be paid at the lowest tiered rate by the Town to the water department. If there are any sewer charges associate with the use of the splash pad, those would be expected to be paid in full by the Town to the water department. It was also decided that if there were ever a future water ban or shortage in place, the splash pad would not be operational. It was agreed upon that Town Administrator Oldham and Superintendent Stokes will enter into a trial agreement for the Summer of 2024 to establish total usage of the

splash pad and associated cost analysis. Based on this information, and at the request of the Board, a formal agreement will be established next fiscal year.

**OLD OR UNFINISHED BUSINESS**

None.

**APPROVAL OF MINUTES**

**Commissioner Dunn made a motion to approve the minutes from the September 11, 2023, meeting as submitted. Seconded by Commissioner Sheehan-McGrath. No further discussion. A voice vote was held, all were in favor.**

**COMMISSIONERS TIME**

None.

**NEXT MEETING**

Monday, November 13, 2023, at 5:00 p.m. in the Back Meeting Room at Groveland Town Hall, 183 Main Street, Groveland.

**CLOSING**

**Commissioner Dunn made a motion to close the meeting at 6:50 p.m. Seconded by Commissioner Sheehan-McGrath. No further discussion. All were in favor.**

Respectfully submitted,

Danielle Albright  
Water & Sewer Office Manager

**APPROVED: November 20, 2023**

