

GROVELAND WATER & SEWER BOARD
MEETING MINUTES
November 20, 2023

TOWN OF GROVELAND
2024 JAN 10 AM 9:26

A Regular Meeting of the Groveland Water & Sewer Board was held on Monday, November 20, 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
Terry Grim

Staff Members Present

Colin Stokes, W/S Superintendent
Danielle Albright, W/S Office Manager

OPENING

Commissioner Dunn made a motion to open the meeting at 5:04 p.m. Seconded by Commissioner Grim. All in favor.

CUSTOMER COMMENTS

None.

BUSINESS ITEMS

1. Lien Release

Ms. Albright presented for signature a Betterment Release located at 18 ½ Cannon Hill Avenue. It was determined that the conditions had been met and the Board signed the release.

2. Main Street Water Break

Commissioner Dunn requested an update on the water main break which occurred on November 2, 2023. Superintendent Stokes explained that section of pipe is some of the oldest in town and has experienced three main breaks over the past 5 years. Commissioner Dunn asked if it was time that section be replaced. Superintendent Stokes agreed and believes the work can be performed in house. Superintendent Stokes will reach out to DOT to determine the feasibility of performing work on the state road before the next meeting and will provide the Board with an update at that time.

3. Highway Department Offer

The Highway Department for the Town of Groveland offered to assist the water department on an on-call basis for emergencies and breaks as needed. Highway Superintendent Carroll and the Water/Sewer Superintendent Stokes have discussed the offer and worked out the logistics. Superintendent Stokes explained he didn't want to move forward with this offer without Board approval but suggested it would be beneficial at times, especially considering the department is down a man at the moment due to an operator on paternity leave. The Board agreed and granted approval.

ITEMS NOT REASONABLY ANTICIPATED AT TIME OF POSTING

1. 55 King Street Sewer Extension

Superintendent Stokes presented a proposal for sewer extension at 55 King Street. The customer is requesting a sewer tie in with a forcemain that would discharge directly into the existing manhole. Superintendent Stokes explained that typically, when a customer requests a tie-in to sewer, the requirement is to build the complete infrastructure into the existing system, thus creating an opportunity for future tie-ins. In this instance, the requirement would be an 8" gravity line from 55 King to the manhole at the intersection of Overlook Dr., with a stub at each house along the route (4 homes, including 55 King) and a manhole. The Board agreed that if the owners at 55 King want to tie in, they need to do it in a way that will create the opportunity for future tie-ins for the abutters.

OLD OR UNFINISHED BUSINESS

Superintendent Stokes provided a brief review of the Capital Fee discussion, updating the Board with the proposed financial impact of a \$50 flat fee, per customer, per quarter for a total of \$392,000. There was some discussion amongst the Board in regards to water versus sewer customers and who would be charged. Based on the type of projects that the Capital Fee will be reserved for; Superintendent Stokes suggested a water fee only at this time. The Commissioners agreed on a flat fee of \$25 per water customer to start which would increase incrementally between year one through three. The Board requested Superintendent Stokes begin the process of scheduling a rate hearing.

APPROVAL OF MINUTES

Ms. Albright presented the minutes from the October 16, 2023 Water & Sewer Board meeting with one change. The decision by the Board regarding Brad Ligols request for a fee waiver was left off of item number two under the Customer Comment section. **Commissioner Sheehan-McGrath made a motion to approve the minutes from the September 11, 2023, meeting to include the decision by the Board to waive the fee. Seconded by Commissioner Grimm. No further discussion. A voice vote was held, all were in favor with Commissioner Grim abstaining.**

COMMISSIONERS TIME

Commissioner Dunn requested an update on the test drilling and ground water modeling by Environmental Partners. Superintendent Stokes provided a brief update and told the Board he would have more information from Ryan Allgrove at the next meeting.

NEXT MEETING

Monday, January 8, 2023, at 5:00 p.m. in the Main Meeting Room at Groveland Town Hall, 183 Main Street, Groveland. No meeting will be held in December.

CLOSING

Commissioner Grim made a motion to close the meeting at 5:30 p.m. Seconded by Commissioner Dunn. No further discussion. All were in favor.

Respectfully submitted,

Danielle Albright
Water & Sewer Office Manager