

**West Groton Water Supply District**  
**Minutes of the Monthly Meeting**  
**February 15, 2023**

Meeting was called to order @ 6:04 p.m. The following were in attendance:

Jason Kauppi & Josh West, Commissioners  
Paul W. Curtin, General Manager  
Dawn Priest, Treasurer

**Review of the Monthly Minutes:** The January 2023 Monthly Minutes were tabled for approval at the next monthly meeting.

**Review of Monthly Invoices/Treasurer's Report:** The January 2023 invoices were approved and accepted.

**Review of Profit & Loss Statement and Balance Sheet:** The Profit & Loss Statement and Balance Sheet for 7/01/22-01/31/23 were approved and accepted.

### **General Manager's Report**

The Booster Pump Station inlet pressure sensor failed. Hayes Pump got it running and a new sensor is being ordered (the old type of sensor is no longer made).

Paul started the Annual Statistical Report and unaccounted for water is at 4.7% which is excellent.

Paul received a quote for a 2023 blue Chevy Silverado 2500 pick up with an 8' bed that is on the lot for approximately \$42,000. With an added snowplow package/plow adds approximately \$8,000 for a total of \$50,600. He will proceed with the purchase.

A wireless access point at the Townsend Road Pump Station was added enabling a strong wifi signal inside the pump station.

### **Sargent Youth Foundation**

Dawn spoke with our insurance agent regarding our liability in relation to the different options to proceed. After discussing several scenarios, it was suggested that a per occurrence ability to use agreement would be the most favorable. It should include specific details regarding the area to be used, dates and times, specified use, a waiver of subrogation and a requirement that they provide a certificate of insurance with us listed as an additional insured.

Dawn also spoke with our attorney regarding the various options we have been discussing. He agreed that we should have a specific agreement on a per use basis. We would need a complete description of activity (tents, hiking, bird watching, etc.). He suggested obtaining a copy of the information provided to families and/or on their website or other media that markets the program. He can draft a template agreement that we can customize for each occurrence. He would expect this to cost under \$1,000. The agreement should be with the land owner (Sgt. Youth Foundation) and would include anyone using their property (such as the Scouts).

In the event we were to explore easements or a "land swap", the cost would be several thousands of dollars. We would need to have surveys done, legal documents drawn and likely legal representation at meetings, plans drawn, etc.

The Commissioners agree that the way to proceed is a single use agreement, not a “land swap” or legal easements, and we will move forward with further investigating this process.

Regarding DEP involvement pursuant to c40 s15B, our attorney does not believe this statute would apply in this instance. However, he has suggested that Paul reach out to a contact at DEP to confirm prior to making any decisions on how to proceed.

Next Steps – Paul will reach out to DEP regarding applicability of c40 s15B. Once confirmed that we do not need their approval, we will contact Sgt. Youth Foundation to provide an update and gather the information necessary to prepare the template agreement. Dawn will then contact our attorney to proceed with drafting of the template. Jason requested a note on the next agenda that a vote may be taken on this topic.

### **Other Business**

Dawn is rolling a matured 3 month CD into a 6 month CD @ 3.75%.

Jason will reach out to a contact regarding cell tower information for a potential source of income.

Dawn will clarify the water restriction language on our website indicating it runs from 5/1 to 9/30 annually.

Jason suggested we begin to think about our long term capital plan and the estimated remaining life of the Kemp Street Tank. The tank’s scheduled cleaning and inspection is in 2023 which will provide a good starting point for this discussion.

As there was no further business, a motion was made and seconded to adjourn the meeting @ 7:31 p.m.

Respectfully Submitted,

Lisa M. Dearth

Clerk