

**West Groton Water Supply District**  
**Minutes of the Monthly Meeting**  
**December 9, 2025**

The meeting was called to order @ 1:02 PM. The following were in attendance:

Bob Blood, Jason Kauppi, Commissioners  
Paul W. Curtin, General Manager  
Dawn Priest, Treasurer

**Review of the Executive Minutes:** October Executive Minutes were approved and accepted.

**Review of the Monthly Minutes:** October 2025 Monthly Minutes were approved and accepted.

**Review of Monthly Invoices/Treasurer's Report:** October & November 2025 invoices were approved and accepted.

**Review of Profit & Loss Statement:** The Profit & Loss Statement for 07/01/25 to 11/30/25 was approved and accepted.

**Report of the General Manager**

- Paul said that all training hours have been completed. License renewal is this month. Alex will go from operator in training to full licenses.
- Backflow testing has been completed.
- Master meters have been calibrated.
- Hayes Woods – There was a fire and one house was destroyed. We will need to replace the water line when it is rebuilt. There was approximately 150k gallons of water used. We provided a quote to the builder.
- Four services have been completed at Hayes Woods, and a fifth service has started.

**Other Business**

- Our Audit is in process.
- Dawn has successfully completed the Harvard Business School Online Certificate Program in Financial Accounting.
- 328 Townsend Road – Dawn asked Charlotte to keep us informed of any action involving either of the parcels.
- We now accept Visa on our on-line payment center.

A motion was made and seconded to enter Executive Session (pursuant to MGL C30A, S21 (6): to consider the purchase, exchange, lease or value of real property [Parcel ID 206-12, Groton, MA]) at 1:42 PM and not to return to Open Session.

### **Vote**

The vote was unanimous to enter Executive Session and not return to the Open Session.

As there was no further business, a motion was made and seconded to adjourn the meeting at 1:52 PM.

Respectfully Submitted,

Lisa M. Dearth  
Clerk