

# NEWFIELDS VILLAGE WATER & SEWER DISTRICT

Meeting Minutes from 1/2/2024  
Approved February 5, 2024

<b>Distribution:</b> Ray Buxton Jr. Cathy Nelson-Smith George Drinkwater Paula Boyle Josh Scotton Wendy Chase
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## Opening:

The regular meeting of the Newfields Village Water & Sewer District was called to order at 7:00 pm on Tuesday, January 2, 2024 at the Water & Sewer District Office, 75 Main Street.

**Present: Commissioners Ray Buxton, Catherine Nelson-Smith, George Drinkwater, Paula Boyle, Engineer, Josh Scotton, Water/Wastewater Operator, and Wendy Chase, Treasurer.**

## A. Approval of Minutes

The minutes of January 2, 2024 were unanimously approved.

## B. NH DES Lead and Copper Rule

The District has to do a complete inventory of all water services by October 16, 2024. NH DES has hired 4 consultants to put together the report to submit to the State. Arcadis has been assigned to Newfields. HTA is putting together information to send to Arcadis and they are going to put a template together. There are a lot of services in the District that are unknown. **Update.** The District will be able to document and validate that there is no lead piping on services in the District.

## C. Open Issues

### 1. Conservation Plan.

- a) Calibrating the Source Meters: Due every 3 years. Next calibration deadline is due by the end of year 2024.
- b) Leak Log: **Update**:
- c) Emergency Plan: Reviewed annually and updated every 6 years. **The next review is due March 2027.**

**2. Sludge Removal. Background:** Remove sludge from Lagoons along with piping and old aeration system and replace existing aeration system with a permanent solution. **Update:** Paula said Joe Ducharme from HTA recently did a lagoon project in Pittsfield, NH and will be looking at the amount it will cost to remove the sludge giving him current data and a better cost estimate for our sludge removal project. Mr. Druett is in charge of the sludge for New Hampshire and the regulations are going to be revised within 8 months to a year and most likely there will be a Pfas component added. **In Process.**

### 3. National Pollutant Discharge Elimination System (NPDES) Permits.

- a) Small Wastewater Treatment Facility General Permit (WWTFGP) (Village District purview)– **Background:** was issued September 28, 2021 and became effective December 1, 2021. The Small WWTF General Permit is designed to authorize discharges of wastewater from publicly owned treatment works and other treatment works that treat domestic sewage. The permit establishes effluent limitations, monitoring requirements, reporting requirements and standard conditions for facilities that discharge to fresh and marine waters in MA and NH. We

have a small wastewater treatment facility permit in place for the wastewater system. **Update:** Paula said we should start budgeting for sampling sludge for PFAS. John Jackman will submit the CMOM report by the January 1, 2024 deadline. Josh said his updated contract includes the added costs for reporting the sludge sampling data and doing manhole inspections. **In Process.**

- b) **Great Bay Total Nitrogen General Permit (GBTNGP) (Village District Purview) – Background:** The GBTNGP was issued for 13 eligible wastewater treatment facilities that discharge treated wastewater containing nitrogen within the Great Bay watershed in NH. It was issued on November 24, 2020 and became effective February 1, 2021. The permit establishes total nitrogen effluent limitations, monitoring requirements, reporting requirements and standard conditions for the 13 WWTFs. The discharge of all pollutants other than nitrogen from these WWTFs will continue to be authorized by each WWTS's respective individual NPDES permit. Rather than address this permitting task on a permit-by-permit basis, EPA instead fashioned a general permit designed to comprehensively regulate nitrogen loading from 13 WWTFs in NH on a gross, watershed-wide scale, incorporating an innovative and adaptive approach to achieving water quality standards in the Great Bay estuary through a combination of mandatory load limits at the WWTFs and voluntary nonpoint source nitrogen reductions. **Update: In Process.**
- c) **Stormwater Asset Management MS4 (Town's Purview) – Background:** Stormwater Asset Management ties into the NH Small MS4 General Permit; both under the town's purview. Ray is the liaison as District Commissioner. **Update:** The town sent out Request for Qualifications (RFQ) for area firms and HTA was included. They will look at the Pleasant St. stormwater project and decide if they will bid on the project. This is a town project.

## 5. Wastewater Projects

- a) **Chemical Feed Upgrade** – Was not budgeted to do this year. We will have to budget \$40,000 in next year's budget to complete the upgrade. **Update:** There are some safety issues. There is no ventilation and no place for the chemical gas to go. Ray said there is no fire alarm system in that room because of the chemicals.

## 6. Water Projects

- a) The District approved a \$50,000 Warrant Article for Barrie Miller to drill test well at the 1 & 3 well site. There was so little water that they were unable to collect a water sample to bring to the lab. There is approximately \$25,000 that was not spent out of that account. Because it was a Warrant Article voted on for a specific project, the money cannot be used for a different project. Barrie sent invoice to HTA and it was estimated at \$15,000, but came in at \$10,000. We cannot use the extra money for anything else because it was a Warrant Article specifically for the project. **Update:** Paula said that the unspent money might be used to look at digging a shallow well at well #6 site. Dave from HTA said based on the data he reviewed he doesn't believe there is more than a 20% chance that they will find enough water to make it worthwhile. Paula asked the Commissioners if they would want to pursue it by drilling a couple holes that would cost approximately 10-15,000\$. The Warrant Article states wells #1 and #3.
- b) IPP Program – HTA monitors what Hutchinson Sealing and Coed Sportsware discharge into

the sewer system. Paula said NH EPA conducted an audit at Hutchinson Sealing and provided a report that stated they needed them to develop a better sampling plan for where they collect the sample at the rubber extrusion line. Paula spoke to Eric Gallant and he is putting together that plan and will submit it to NH EPA and send a copy to Paula and the District.

### **C. New Items**

1. The Commissioners and Wendy met Josh at the Main Plant prior to the meeting. Josh did a great job cleaning the plant out.
2. Effluent meter at the wastewater plant is going to fail. Update:
3. The Commissioners agreed to Josh Scotton's updated 3-year contract that will run from March to March.
4. Transducer issues. Update:
5. Swamscott forcemain repair
6. Wendy said a customer on 13 Pleasant Street wants to be on a payment plan. Update:

The Meeting was adjourned at 8:05 PM. The next meeting is Monday, February 5, 2024 at 7:00 PM at the Newfields Water & Sewer District Office, 75 Main Street.

Respectfully submitted,

Wendy V. Chase,  
Treasurer

\*PFAS - Per- and polyfluoroalkyl substances (PFAS) are chemicals that resist grease, oil, water, and heat. They were first used in the 1940's and are now in hundreds of products including stain- and water-resistant fabrics and carpeting, cleaning products, paints, and fire-fighting foams.