

NEWFIELDS VILLAGE WATER & SEWER DISTRICT

Meeting Minutes from 02/05/2024

Approved March 4, 2024

Distribution:

Ray Buxton Jr.
Cathy Nelson-Smith
George Drinkwater
Paula Boyle
Josh Scotton
Wendy Chase

Opening:

The regular meeting of the Newfields Village Water & Sewer District was called to order at 7:00 pm on Monday, March 4, 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 Environmental Protection Agency (EPA)'s Lead Copper Rule Revisions (LCRR) is a federal rule requiring all community (C) and non-transient non-community (NTNC) water systems to develop a service line inventory and replacement plan as needed, and submit to the New Hampshire Department of Environmental Services (NHDES). The inventory includes both utility and customer-owned portions of the service line. Along with the inventory, a proposed replacement plan for any lead, galvanized requiring replacement (GRR) or unknown service line material must be submitted. The District has to do a complete inventory of all water services by October 16, 2024. **Update:** Josh will get a certification statement template that the Commissioners can fill out and sign declaring that there is no lead service lines within 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:** Paula supplied an updated leak log to Ray.
- 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. Paula has not gotten together with Joe Ducharme. She will meet with him and the sludge removal company and set up a time to meet with the Commissioners to discuss sludge removal for the 2025 budget. **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:** John Jackman submitted the CMOM report to NH DES and has not received any comments from them. **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 WWTF'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:** This is a Town project. The Town sent out Request for Qualifications (RFQ) for area firms and HTA was included. Paula said that HTA was the only firm that sent in a bid to the Town of Newfields. She was not sure if the Select Board will put it back out to bid to see if they can receive more bids.

5. Wastewater Projects

- a) **Chemical Feed Upgrade** – **Update:** \$40,000 will be budgeted this year for the upgrade.

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:** Discussion ensued regarding the balance left (\$26,000.) on the WA for \$50,000. Wendy will contact NH DRA and ask if we would be able to use the money from that WA. If not we will have to budget \$10,000 to \$15,000 to have Barrie dig a shallow well at well #6 site. Paula said that the unspent money might be used to look at digging a shallow well at well #6 site. The Commissioners were in agreement that we should dig at well #6 site to see if there is water. Paula will put a letter

together.

- b) IPP Program – HTA monitors what Hutchinson Sealing and Coed Sportswear discharge into the sewer system. Paula said that she has had to chase down Coed Sportswear for their self-monitoring reports.

C. New Items

1. Josh said the effluent meter at the wastewater plant is going to fail. He received a quote of \$14,000. He said that they are operating at a level just above where he wants to be. He said that we will wait until April. He has the meter and it is in storage.

2. Josh said well #3 was producing 2.6 gallons of water per minute. Barrie Miller put in the new pump and transducer and now the well is producing 12-13 gallons of water per minute. Transducer measures the pressure and can determine how many feet of water is in the well. Josh said that the transducer seems to be working. He is going to change the contactor and overload on that well. It is still kicking out. The electrician has ordered the parts and once they come in they will make the updates.

3. Swamscott forcemain repair. Josh said that we are far enough away from the river so we won't need to pull shoreland permits. Josh, Ray and Brian Knipstein discussed the issue and they decided to dig down to the forcemain and if they notice the pipe is badly decayed they will back out of there. They are not going back to the wet well. They intend to go by George Drinkwater's house. They are going to look at it, evaluate it then do the work. Brian will get back to Ray with an estimated cost so we can add it to the budget. Ray will contact Brian. The figure will be added to the repairs maintenance and equipment line.

4. Ray's term is expiring in April and he said that he would be willing to stay on as a Commissioner for another year. The Commissioners can vote to appoint Ray for a 1-year term at the April Annual Meeting.

5. The Commissioners were in receipt of Leigh Willett's resignation at District Clerk. Ray said that there isn't any rule that the District Clerk has to be a customer of the village district.

6. Josh said we should think about budgeting to have the second pump replaced on Swamscott Street. The first pump was replaced years ago. Josh said we should budget \$20,000 to replace the pump. He recommends new electric motor and new seals. Also change it to non-clogging. The public hearing for the budget has to be held at the April meeting. Josh will get an estimate of the cost and forward the information to Wendy. The figure will be added to the repairs maintenance and equipment line.

7. Josh will get the wet wells pumped out in March. Josh will schedule it with Sherbourne. They supplied the vacuum pump the last time we pumped them.

8. We will be doing lead and copper testing this year and that has to be added to the budget. Josh will get an estimate. The testing comes out of contracted services budget line. It was decided to keep \$200,000 in the budget line.

9. Josh said the heater in the chemical room no longer works and produces heat. He has tried to get in touch with Olofson Heating but they have not returned his calls. He's trying to get pricing. He will have the electrician come in and unwire it.

10. The public hearing on the budget will be at the April meeting. Wendy will not be available on Monday April

1st. The Commissioners agreed to meet on Tuesday, April 2nd and hold the public hearing. Wendy would like to have the budget figures for the March 4th meeting. We always have the option to add to the budget at the Annual Meeting if need be.

The Meeting was adjourned at 8:10 PM. The next meeting is Monday March 4, 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.