

NEWFIELDS VILLAGE WATER & SEWER DISTRICT

Meeting Minutes from 04/03/2023

Approved May 1, 2023

Distribution:

Ray Buxton Jr.
Cathy Nelson-Smith
George Drinkwater
Paula Boyle
Peter Hellfach
Wendy Chase

Opening:

The regular meeting of the Newfields Village Water & Sewer District was called to order at 7:00 pm on April 3, 2023 at the Water & Sewer District Office, 75 Main Street.

Present: Commissioners Ray Buxton, George Drinkwater, Superintendent Peter Hellfach, System Operator Scott Scutton, Engineer Paula Boyle and Treasurer Wendy Chase.

Excused: Commissioner Catherine Nelson-Smith

A. Approval of Minutes

The minutes of March 6, 2022 were unanimously approved.

B. Proposed 2023 Budget

George made a Motion to approve the 2023 Proposed Operating Budget and Warrant Articles.

Ray Seconded the Motion.

Motion Passed (2-0)

Public Hearing on Proposed Operating Budget and Warrant Articles.

Wendy opened the Public Hearing at 7:02PM.

There was no one from the public in attendance.

Wendy closed the Public Hearing at 7:03PM.

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. This is not part of Peter's contract. We may want to add to the job description – coordinate the calibration of the source meters.
- b) Leak Log: Paula said that they applied for a leak log grant and Newfields is on the list but they continue to shift the grant recipients on the list. The grant list will be out next month. Paula asked if we should add this to the list of tasks on the new superintendent's contract.
- c) Emergency Plan: Reviewed annually and updated every 6 years. **The next review is due March 2027.**

All Open Issue Items Status Quo.

2. Sludge Removal. Remove sludge from Lagoons along with piping and old aeration system and replace existing aeration system with a permanent solution. Paula prepared applications to NH DES to get State Revolving Fund SRF loan money for the future project to remove sludge. Paula applied for the grant and we are now on the lower end of the list for SRF loan money. We won't start moving up the list until the District appropriates money for the project. Sludge removal is on hold. Paula reported the NH DES is holding a series of webinars on funding for water and wastewater projects the week of April 10th. Paula will attend wastewater session and Dave Edson will attend the water sessions. The pre-application comes out in April. We will probably renew the application.

4. 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 will become 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:** The District received a letter from NH EPA regarding small permit, the modifications to the permit will go into effect June 1, 2023, however; NH EPA has 2 months where they may issue our letter of authorization. We are currently taking samples to Concord 3 times per week at \$90.00 per trip (fee does not include the fecal coliform testing). Paula will email Michelle at EPA who is in charge of this. The modification will alleviate us taking the sample to Concord and save us the \$1,000. Per month. **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:** Josh will get paperwork to get signed for the nitrogen permit. **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 Warrant Article #1 passed to raise money for the repair and improvements of stormwater infrastructure on Summer Street and Pleasant Street. Paula asked if the Town was going to put out an RFP for the engineering work. HTA would like to submit a proposal when the time comes.

5. Water Treatment & Supply Study.

- a) **Sustainability Plan: Background:** We received a grant for \$48,000 to look at alternates for a 20 year water sustainability plan. **Update:** HTA finished the sustainability study that we had the \$50,000.00 grant money for. She will check to see if Dave sent the final report to NH DES and to also send the District a copy. The recommendation was to move ahead with looking at well #1 and #3 site for look for additional source water. We are going to do exploratory test wells at wells 1 and 3 site to see what kind of quantity of water might be available. Paula will provide a handout depicting the site to bring to the District's annual meeting in case people have questions on Warrant Article #4. Ray commented that wells one 1 and 3 should show a protective radius, Paula said the circle on the map is little and doesn't show on the handout. She will make a note to have that section enlarged.
- b) **PFAS:** Paula said the standard for PFAS is going to change towards the end of this year down to almost zero. We will need to do some treatment at the corrosion control facility for PFAS. There is a lot of money available to apply for, for the treatment of PFAS. There is still not a validated method to test for PFAS in wastewater; it's in draft form. We have to start looking for sources of PFAS.

6. Water & Sewer System Operator

Josh Scotton came to the meeting to sign his contract with the District. He will shadow Peter to get a lay of the land before Peter retires. **In Process.**

C. New Items

1. EUI number. Wendy sent a certified letter to Sams.gov after receiving directions from them. It may take a while to hear back from them. Wendy will continue to reach out to Sams.gov help line to get answers.
2. Peter said that the Swamscott wet well got pumped out again. It was clogged with the usual wipes and non-flushable items.

The Meeting was adjourned at 7:50 PM. The next regular meeting will be on Monday, May 1, 2023, at 7:00 PM in the Newfields Water & Sewer District Office, 75 Main Street.

Respectfully submitted,

Wendy V. Chase,
Treasurer