

NEWFIELDS VILLAGE WATER & SEWER DISTRICT

Meeting Minutes from 03/06/2023

Approved April 3, 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 March 6, 2023 at the Water & Sewer District Office, 75 Main Street.

Present: Commissioners Ray Buxton, Cathy Nelson-Smith, George Drinkwater, Superintendent Peter Hellfach, Engineer Paula Boyle, Josh Scotton and Treasurer Wendy Chase.

Paul Barry, 67 Main Street was present and requested an abatement off of his January sewer bill. He explained that a contractor put in a new dishwasher and left the hose running in the dirt basement for days. The Commissioners agreed to abate a portion of Mr. Barry's sewer bill.

A. Approval of Minutes

The minutes of February 6, 2023 were unanimously approved.

B. 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. The last leak we had was on Pleasant Street one day after the arctic cold weather in February.
- c) Emergency Plan: Reviewed annually and updated every 6 years. **The next review is due March 2027.**

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. **On Hold.**

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:** Paula said John Jackman is working on the CMOM report and once complete she will

review it. Once we receive the permit we will be able to do our own testing and will not have to use the Courier service (\$90.00 per trip) to take our samples to Concord. This is expected to happen this spring. **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:** We have been able to meet the limit of 16 lbs. per day of nitrogen going into the river. **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:** Raquel from HTA submitted the mitigation plan to the Town. DES was pleased with the Asset Management Plan for Stormwater. HTA is waiting to see if the Town wants to move forward with the two identifying projects in the report. Ray said the town will use ARPA funds to run a new line down Summer Street and down to the river. The Town is working on the drainage portion.

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:** Paula said she and Dave have been working on a sustainability plan she will see if it has been sent to the state. Warrant Article #4 will be the next stage of the study. If the Warrant Article passes Paula suggested just doing the exploratory work for the shallow well first. The \$50,000 will come out of the cell tower account. Peter asked if we got permission from the historical preservation society. Paula said not yet. Paula will be at the annual meeting to answer any questions the public may have.

b) 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. We are still trying to get the EUI number.
2. Cathy will be away for the month of April.

3. The public hearing for the budget is scheduled for April 3rd at 7:00PM. The Commissioners will first vote on the budget then open the public hearing.

The Meeting was adjourned at 8:10 PM. The next regular meeting will be on Monday, February 6, 2023, at 7:00 PM in the Newfields Water & Sewer District Office, 75 Main Street.

Respectfully submitted,

Wendy V. Chase,
Treasurer