

NEWFIELDS VILLAGE WATER & SEWER DISTRICT

Meeting Minutes from 6/6/2022
Approved July 5, 2022

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 June 6, 2022, at the Water & Sewer District Office, 75 Main Street.

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

A. Approval of Minutes

The minutes of May 9, 2022 were unanimously approved.

B. Open Issues

1. **Irving Gas Station a.k.a. College Auto Property.** Tropic Star wants to close out the bond around June 20th. Paula said Aiden collected the information to get the water line tied into the sewer GIS.
2. **Conservation Plan.**
 - a) Calibrating the Source Meters: Due every 3 years. Next calibration deadline is by the end of year 2024. Ray said that the meters were calibrated a couple months ago. Paula asked if they would be calibrated again because Dave from HTA said the total doesn't jive with what each well is doing. The numbers are trailing upwards. Paula said we can keep watching it over the next month, but it's important to make sure we an accurate account of what is going out because it affects everything.
 - b) Leak Log: All set for now.
 - c) Emergency Plan: Reviewed annually and updated every 6 years. **The next review is due March 2027.**
3. **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. HTA increased the rate of \$800,000 to \$1,000,000 due to increases to piping and all materials, and factoring in the consolidation plan with Newmarket. Paula prepared the grant preapplication from DES to put us on the list for funding to remove sludge. Ray signed the application, and a copy was given to Wendy to file. **On Hold.**
4. **Wastewater Updates:**
 - a) Hutchinson Sealing is now using different chemicals and are now within their nitrogen limits.
6. **National Pollutant Discharge Elimination System (NPDES) Permits.**

- a) Small Wastewater Treatment Facility General Permit (WWTFGP) (Village District purview)– was issued September 28, 2021, and will 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. Instead of an application, eligible facilities may choose to submit a Notice of Intent (NOI). Peter submitted the NOI. This permit is in draft form. Peter said that nitrogen sampling was changed from monthly to quarterly and pfas sampling was changed from quarterly to twice a year. Paula said that EPA wants the District to calculate the average monthly flow using on the days we discharge. HTA disagrees with this method of calculating. They need to have a conversation with EPA on how the seasonal average total nitrogen should be calculated. The Commissioners agreed to have HTA speak to EPA to explain to them how we should be calculating. The Notice of Intent (NOI) is due January 29, 2022. Paula drafted a letter for Ray to sign. They will hold off mailing it because once it's received by the State the new requirements come into effect. Peter will have to do more sampling and the samples will have to be sent to Concord 3 days per week by currier. Paula said that a new Capacity Management Operation and Maintenance Plan (CMON) requirement which has to do with operating the sewer system. We will also be responsible for submitting an annual plan to the State. The District initially budgeted \$15,000 for John Jackman to do the work but they've decided it's best to do the project in phases. The first phase John Jackman will put together a plan that's due October 1, 2022 for \$7,000, then we will reassess and see what the second phase entails. Ray signed the new contract.

- b) **Great Bay Total Nitrogen General Permit (GBTNGP) (Village District Purview)** – 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. Peter submitted the NOI. This permit is in draft form. We are unique; we are the only intermittent dischargers to Great Bay. DES did agree with the way we want to calculate the nitrogen; we always want the levels to be under the 16 pounds we're allowed. Ray said that we have the permit, and the State sent a letter to the Town because it involves mostly stormwater. Paula said they have a meeting set up with Mike Trenk, Mike Sununu, Bill Meserve, Ray and Peter tomorrow, June 7 to talk about the next steps to meet the total nitrogen permit. **In process.**
- c) **NH Small MS4 General Permit (Town's Purview)**– MS4 – Municipal Storm Sewer System. What is required is regulatory compliance of stormwater discharges from MS4 (Municipal Storm Sewer System) to US waters. This is primarily the Town's responsibility. Ray is the District's liaison to the Town. Paula said that the District will have to start keeping track of non-point sources like catch basins and storm drains. Paula said that she heard from NH EPA that Pfas testing of laundromats, and car washes will now be included in the permit. Newfields has neither. Ray was invited to attend the December Planning Board Meeting to discuss Asset Management for stormwater. Paula said she was going to ask Mike Sununu if they designated someone to be responsible for keeping track nitrogen loading. Hopefully they will discuss that at the Planning Board Meeting. Paula said Raquel from HTA is working with the Town.

d) **Stormwater Asset Management (Town's Purview)** – Stormwater Asset Management ties into the NH Small MS4 General Permit; both under the town's purview. Ray is the liaison as District Commissioner. Bill Meserve is working on the Hazardous Mitigation plan and wants to know when the Stormwater Asset Management Plan will be complete. Paula will have Raquel contact Bill. Bill Meserve said that all the regulations the Planning Board are putting in place is putting the town in a good position concerning stormwater. Ray said that there is a meeting June 10th with John Jackman, Bill Meserve and Mike Sununu. They will go over the most important/critical assets in town, rank condition of pipes.

7. **Water Treatment & Supply Study.** The District voted to spend \$75,000 on a study to reduce arsenic in the water supply.

a) **Consolidation Plan:** The District received a 10,000 grant to look into connecting to the Newmarket water system. Newmarket has reached out to the District stating that they would expect Newfields to upgrade 16 linear feet of pipe in Newmarket if we do connect to their system. The Town of Stratham indicating running a water line to Newmarket to connect to the water system. Paula suggests we keep moving forward looking for Grant money for both alternatives. Paula said that if the Commissioners wanted to continue moving forward with talks with Newmarket HTA would be able to continue for \$10,000. The Commissioners increased the budget by \$10,000.00. Dave put together the memo to the DES on what it would look like to consolidate with Newmarket; they changed the form for the District to get the grant money of \$9,999.50. Paul filled out the new form and Ray signed it at the June 6th meeting. Paula said that Luis has not sent over the sustainability grant application on connecting to Newmarket to the General Council yet because he is lacking some information. Ray said it was insurance information and he sent him the most current policy. Peter reported that he rearranged the composite sampling so that we have a pressure reducing valve to reduce influences of varying pressure of the needle valve to get a constant flow. It was finished last Friday. He took a sample this morning and will take one tomorrow morning and send them to the lab. Paula suggested getting a few more samples in before June 30th just to make sure we are on track of obtaining levels less than 5 parts per million of arsenic. Ray agreed.

C. New Items

1. The Commissioners went over the draft letter we want to send to each customer regarding the rate increases effective July 2022. Add a line that mentions rates will gradually increase yearly. The Commissioners agreed to add a fee for final reads. Paula reminded us that we need to add changes to the water regulations. Cathy moved and George seconded to add a \$50.00 fee to all final water & sewer reads. The Motion Passed 3-0. We will mail a copy of the letter with the July bill on a different colored paper.

2. Peter said there is a federal mandate program where the District has to provide a report once a year to everyone in the District and the State. The Commissioners will meet to help stuffing the envelopes for mailing.

3. Alarm Central will take over our fire alarm system at the treatment plant. Mission Control doesn't do fire alarms.

The Meeting was adjourned at 8:00 PM. The next regular meeting will be on Tuesday, July 5, 2022, at the Newfields Water & Sewer District Office, 75 Main Street.

Respectfully submitted,

Wendy V. Chase, Treasurer