HOOKSETT SEWER DEPARTMENT DATE RECEIVED 6/8-/8

Hooksett Sewer Commission June 4, 2018 Minutes

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| INIȚIAL | COMMENTS |
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The meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Superintendent Bruce Kudrick, John Clark, Town Councilman Don Winterton, Linda O'Keefe and Kim Langlois. Commissioner Roger Bergeron was excused from this meeting.

Approve and Sign Manifests

Approve minutes of May 21, 2018 meeting: Commissioner Frank Kotowski made motion to accept the minutes as read, Chairman Sidney Baines seconded. The motion was carried unanimously.

Read Correspondence

Financial Report: None

Scheduled Appointments:

12:00- Darryl Verville (Granite Environmental) and Karl Karlsson (Accuworx)

12:15- Jeff Kevan from TF Moran regarding SNHU Dorms

1:00- Underwood Engineers and TBuck regarding phase 3 improvement progress at the plant In attendance were Dave Mercier, Margaret Blank and Tim Cunningham

Granite Environmental: Darryl and Karl came in to discuss an issue they are having at 52 Merrimack Street in Hooksett. The basement of the residence previously flooded when the sump pump failed. They have tried multiple times to empty the basement of water however the water they pump out into the yard continues to come right back in because of drainage issues at the property. They are asking the sewer commission's permission to pump the water out of the basement and into the sewer. This would require a waiver on the sewer commission's regulations. They estimate the whole process should take 21 days from start to finish. Commissioner Frank Kotowski made motion to allow them to pump the water from the basement into the sewer from June 4th to June 29th only after getting favorable results back for a test of contaminants. Chairman Sidney Baines seconded, the motion was carried unanimously.

SNHU: Jeff came in to discuss the progress at SNHU with the new dormitory and engineering building. Jeff passed out 2 handouts, (see attachment 1) one explaining the impact they feel the new buildings will have on the sewer and a spreadsheet showing a list of the current dorms/buildings with a bed count for each one. The spreadsheet confirms an increase of 25 beds which affects the way in which the sewer commission bills the college for sewer. Linda is concerned with the discrepancies in the bed counts and would like some time to go over what we have on file vs. what SNHU has. Jeff told her to let him know where her concerns were and they could do a recount to confirm. Bruce brought up his concerns on not

having a current list of grease traps at the school and requested that they supply us with one as soon as possible.

The sewer commission is requesting funds for the current projects being done at SNHU \$10,000 for the CETA building and \$5,000 for Kingston Hall. Jeff said they will send the funds over after receiving a request from the sewer commission on our letterhead. Bruce also addressed concern with the current sewer manhole that is located on campus in the walkway near the hospitality building. The manhole seems to have a lot of sand and water running through it, he is not sure if there is a leak but it needs to be checked out, cleaned and fixed. He was assured that it is in the works and will be taken care of.

Underwood/TBuck: This meeting was a progress meeting for all involved with the Phase 3 improvements down at the sewer plant. Underwood handed out meeting notes regarding the improvements for all to follow (see attachment 2). One issue that has arose is that TBuck needed to order more bags to temporarily store the discs they are removing from two of the tanks down at the plant, this is at an additional cost to the sewer commission. TBuck also submitted a new cost proposal for the extra work they feel they have incurred while removing the discs (see attachment 3). Underwood needs time to go through the cost proposal before they can present it to the commission and come to an agreement. Underwood also handed out a time line of the improvements and when they are estimated to be completed (see attachment 4). Dave also presented the commission with information on the Chlorine Residual monitoring system. Bruce had requested information from Underwood regarding this possible ungraded for the plant. They discussed the pro and cons of the system briefly however the commissioners decided to hold off on this upgrade until all the information regarding extra costs with the phase three upgrades to the plant are situated (see attachment 5). The commission, Underwood and TBuck decided with the nature of the upgrades at the plant that they should all meet every two weeks at 10:00 am during the workshops before the scheduled commissioner meetings.

Superintendent's Report: FLOWS: Bruce handed out a copy of flows at the plant for the year thus far (see attachment 6). flows are down right now and Bruce believes this is due to lack of rain.

ENERGY AUDIT: The DES's energy audit is in and they will be coming in June 21st at 1:30-3pm to go over the report with the commission.

BRIDGE: Bruce received a letter from the engineering company that stated that all our punch list items of things to be completed at the bridge were done. Bruce did not feel that the shelves in the manholes that were covered in concrete and mortar were cleaned off as he would like.

Borings: the borings are done in regards to the continued progress of connecting 3A to sewer. The results of this will be presented to the commission on the 18th at 1:00. Chairman Sidney Baines would like for Bruce to also find out where we are at with the permit to go under the train tracks.

BROX: Bruce addressed a letter the Commission received regarding a public hearing that is scheduled for June 18th at 6:00pm (at the Hooksett Municipal Building) regarding Brox and a waiver for an amended site plan. The commission received notice because we are an abutter of the property. Bruce is trying to find out more information as to what this meeting is about so the commission can decided if they need to be involved.

Old Business: Plant employee Mike Desaulniers completed and passed his welding course. The Commission has agreed to reimburse him the cost of the course and books, totaling \$909.53. Frank Kotowski made motion to reimburse Mike for his welding course, Chairman Sidney Baines seconded. The motion was carried unanimously.

New Business: The next commissioners meeting is June 18, 2018. The commissioner's building needs gutters, in lieu of all the rotting wood that was found when fixing the windows. The commissioner's got two estimates for gutters. One was from Dan Leblerc Home improvements in Hooksett. The lower end of the estimate was \$1238 and the higher end of the estimate was \$1575.00. The second estimate was from Gutter Done from Hopkinton NH in the amount of \$900.00. Commissioner Frank Kotowski made motion to go with Gutter done, Chairman Sidney Baines seconded. The motion was carried unanimously. The commission decided to buy a new time clock down at the plant for the employees to punch in and out of work. The current time clock is old and there have been some time discrepancies, so to avoid any further problems they decided to replace it with an Icon CT-900 from staples in the amount of \$189.99.

Non-public session: None

Public Input: None

Adjournment: Frank Kotowski made motion to adjourn at 2:49pm, Chairman Sidney Baines seconded. The motion was carried unanimously.

Respectfully Submitted,

ranh Kotewshi

Clerk





May 23, 2018

Hooksett Sewer Commission 1 Egawes Drive Hooksett, NH 03106

Re:

Proposed College of Engineering, Technology & Aeronautics (CETA)

Southern New Hampshire University North River Road, Hooksett, NH

Tax Map 38, Lot 1

To the Commission:

Southern New Hampshire University recently began construction on the approved CETA (engineering) building on the west campus. This academic building will provide classrooms, lab space, faculty offices and some student common areas.

As presented during the permitting phase of the project, the proposed CETA project will not generate any new sewer flow from the campus. The on-campus student population and staffing has not changed over the last three years and SNHU proposes to stay approximately this size in the future. While the Engineering program was new in the 2017-2018 school year, the Hospitality program has been reduced on campus. These reasons support the zero increase in sewer flow.

Typically, for colleges or boarding type schools, the sewage flows are based on campus wide student & staff populations due to the fact that on a daily basis it is unknown where people will shower or flush while on campus. Academic buildings do not generate new sewer flows on a college campus, they are a destination for people already on campus.

The Hooksett Sewer Commission signed the State Permit Application on January 8, 2018 and we received the State Connection Permit on February 6, 2018 based on the 0 GPD flow. The State permit was required not due to any increased flow on campus, but because as part of this project, it is being proposed to relocate sewer around the new building envelope.

We do not believe that any sewer impact fee is required, because the new academic building does not add new flow to campus.

If you have any questions, please contact me at 472-4488 or ikevan@tfmoran.com.

Sincerely, TFMoran Inc.

Jeffrey Kevan Project Supervisor

Jeffrey Kevan

23 May 2018

Attachment 1

Approved College of Engineering, Technology and Aeronautics

- Approximately 320 classroom/lab seats
- Approximately 150 hub seats
- Approximately 15 Staff Offices

Based on 10 GPD per person

A rough estimate of sewer flow for the building would be about 4,850 GPD from the facility.

| | | | | | | | | | | | | | | | | | | | | | | Total Beds on campus (prior to Dorm I) | | |
|-------------------------|-----------------|-------------|---------------|--------------------|----------------|---------------|----------------|----------------------|-----------------|---------------|-----------------|--------------|---------------|---------------|----------------|-----------------|--------------|-------------|--------------|--------------|----------------|--|-----------------|---------------|
| Beds | 200 | 0 | 88 | 58 | 99 | 9 | ਲ | 38 | 76 | 99 | 242 | 31 | 27 | 31 | 27 | 23 | 91 | 115 | 130 | 130 | | 2020 | 302 | 382 |
| Quads 6-person | ,, | 11 | Ħ | | | | 17 | | | | | | | | | | | | | | | | | |
| Quads | | | | | | | | | | | | | | | | | | | | | 27 | | | |
| Three | | | | | | | | | | | | | | | | | | | | | 10 | | | |
| Doubles | 93 | | 11 | 24 | 27 | 27 | 11 | 19 | 41 | 28 | 111 | 15 | 13 | 15 | 13 | 11 | 45 | 22 | 43 | 43 | 82 | | 120 | 146 |
| Singles | 14 | н | | 10 | 12 | 11 | | | 15 | 10 | 70 | ⊣ | Н | Н | ⊣ | П | Н | H | 44 | 44 | 32 | | 62 | 06 |
| | | 12 | 22 | 34 | 39 | 38 | 23 | 13 | 26 | 38 | 131 | _∞ | 7 | ∞ | 7 | 7 | 23 | 53 | 87 | 87 | 153 | | 76 | 260 |
| Town/City Units | Manchester | Manchester | Manchester | Manchester | Manchester | Manchester | Manchester | Manchester | Manchester | Both | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | Hooksett | | Hooksett | Both |
| Type | ъ | | | | | Standard | Apartment | Apartment Manchester | Standard | Standard | Standard | Townhouse | Townhouse | Townhouse | Townhouse | Townhouse | Apartment | Apartment | Standard | Standard | Standard | | Anartment | Standard |
| Dorm Name | New Castle Hall | Greely Hall | Whittier Hall | Winnipesaukee Hall | Merrimack Hall | -Ossipee Hall | Kearsarge Hall | Spaulding Hall | Winnisquam Hall | Chocorna Hall | Washington Hall | Sunapee Hall | Cranmore Hall | Attitash Hall | Hillsboro Hall | Rockingham Hall | Lincoln Hall | Conway Hall | Hampton Hall | Windsor Hall | Tuckerman Hall | | Let 17000 beach | Kingston Hall |
| Building Directory # | 2 | I ന | 4 | 'n | 9 | 7 | ∞ | თ | 10 | 11 | 24 | 25 | 26 | 27 | 28 | 29 | 34 | 35 | 36 | 37 | 388 | | oc / | CC : |

Total Beds on campus (September 2018) -659 total campus beds removed -344 -257 -58 2045 Total being removed for Dorm II: Total being removed for CETA:

Total being removed for Dorm I:

25 New Beds on Campus

Daily Sewer Flows per NHDES (Metcalf & Eddy publication)
School, Boarding: 85 GPD/Student (Average)

85 GPD = 2,125 GPD New Flow on Campus × 22

Attachment 2

Hooksett Sewer Commission Hooksett, NH Phase III Capital Improvements

Construction Progress Meeting No. 01 Agenda

1:00 p.m. – Monday, June 4th, 2018 **Hooksett Wastewater Treatment Facility**

Attendees

Bruce Kudrick

David Mercier, PE Margaret Blank, PE

Tim Cunningham

Superintendent

Senior Project Manager

Senior Project Engineer

Superintendent

May 7, 2018

Representing

Hooksett Sewer Commission

Underwood Engineers Underwood Engineers

T. Buck Construction, Inc.

PROJECT SUMMARY

Contract Start Date:

Substantial Completion:

Final Completion:

Contract Time Elapsed:

Contract Amount: Amount Billed to Date:

28 days / 23% to substantial completion (as of meeting date). \$622,683.00 (includes C.O. #1)

September 2, 2018 / 120 days.

October 2, 2018 / 150 days.

\$22,320 / 3.6% (Pay Req # 1)

NEW BUSINESS

Contact List

Contact List (attached).

Submittals

Current submittal log attached.

- Reviews outstanding.
 - o No. 33 Coating and patching containment area.
 - Need measurements to complete review.
- Revise and resubmit.
 - o No. 2 Regenerative Blower piping issues addressed in subsequent submittal No. 30 SS pipe
 - o No. 32 MCC

Request for Information 3.

Current RFI/ESI log attached. None outstanding.

Attachment 2

Hooksett WWTF Phase 3 Capital Improvements

Hooksett Sewer Commission, Hooksett, NH

4. Work Completed to Date

Completed since commencement of work:

- Demolition completed in chemical room.
- Containment area wall extension pour completed.
- MgOH storage tank walls pour completed.
- Blower housekeeping pad pour completed.
- Media removal IFAS Tank No. 2

5. Schedule of Work for the Next Month

Anticipated work sequence over the next four weeks according to T. Buck Schedule dated 4/8/2018:

- T. Buck to provide updated schedule (required for each progress meeting)
- 5/22/2018 Core wall for blower discharge
- 5/23/2018-6/6/2018 Blower pipe installation
- 6/7/2018-6/20/2018 Install VFD and wire blower
- 6/7/2018-6/19/2018 Remove media, dry and bag
- 6/11/2018-6/22/2018 Effluent splitter box work
- 6/18/2018-6/22/2018 Apply coatings in chemical room

6. Change Order Items

Contract documentation items include:

- CO #2 – reviewed by DES, signed by Underwood and T. Buck.

7. Payment Request Status

- Payment request No.2 under review.

8. Construction Issues

Media removal.

9. Other

The next progress meeting will be held at the Hooksett Wastewater Treatment Facility on:

Monday, June 18th, 2018 at 1:00 p.m.

Copies to:

Underwood Engineers, Inc.

| Г. Buck Construction, | Inc. | | PF | ROPOSAL | | 4 | |
|---|--|----------------------|--|-------------------|---------------------------------------|----------------------|------|
| 49 Merrow Rd Auburn, ME 04210 | | | | | | | |
| 07-783-6223 * FAX 207-783-3970 | | | | | | | |
| | one-contribility (FAIA), com i = 0000 F000000000 | Phone: | 603-230-9898 | Date | | 3/7/2018 | |
| roposal Submitted to: | | email: | | | | 0,,,2010 | |
| Inderwood Engineers Inc. | | Job Name | mblank@underwoo | uengmeers.com | | | |
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| North State Street | The state of the s | Job | Capitol Improvements |) | · · · · · · · · · · · · · · · · · · · | | |
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| oncord, NH 03301 | | Hookset, N | NH . | | | | ov |
| igineer: | | | | | | | |
| argaret E. Blank, P.E. | | | and the state of t | | | | · |
| hereby submit specifications and estima | te for: | | | | | | |
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| dditional bags, equipment and labor | o nandle an additi | ional 121 bag | gs (242 cyds) of med | ia. | | | |
| labor wk ending 5/26/18 | | 1 -1- | • | 40.50 | Φ. | ا مور مدا | |
| Randle burns | 41.5 hrs | Laborers | \$ | 49.50 | | 2,054.25 | |
| Eric Drake | 29.5 hrs | Laborers | \$ | 49.50 49.50 | | 1,460.25 1,311.75 | |
| Thomas Woods | 26.5 hrs | Laborers | \$ \$ | 49.50 49.50 | | 1,311.75 1,089.00 | |
| Brendan McNally | 22 hrs 28.5 hrs | Laborers Laborers | \$ \$ | 49.50 49.50 | | 1,410.75 | |
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| Tim Cunningham | 33.5 hrs | Job superv \ | /isor # | 100.00 day | | 3,000.00 | |
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| <u> </u> | | | | | | SCADING. | _ |
| additonal labor per bag | 121 bags | | \$ | 66.72 | | 3,073.62 | |
| Bags to purchase | 121 bags | | \$ | 71.70 ea | | 3,675.70 | |
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| skid steer | 1 wk | | | ,800.00 wk | • | ,800.00 | |
| Pump rental | 1 wk | | \$ 1 | ,850.00 wk | | ,850.00 | |
| 15% Overhead and profit | | | | | | ,329.90 | |
| ma | and equipment to | o fill 121 bag | j\$ | | \$ 25 | ,529.22 | |

upon written orders, and will become an extra charge over and above the

| estimate. All agreements contigent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. | Note: This proposal may be withd by us if not accepted within | rawn days. |
|---|---|---------------|
| Acceptance of Proposal- The above prices, specifications and conditions are salisfactory and are hereby accepted. You are authorized to do | Signature | |
| the work as specified. Payment will be made as outlined above. | | |
| Date of acceptance | Signature | |

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| geografia de la companya de la comp | | Fri 5/18/18 Mon 5/21/189 | 2 days | install blower conc pad | * | | 20 |
| | | Fri 5/18/18 Fri 8/3/18 | 54 days | blower room work | J | | 19 |
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Mon 6/4/18

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| 52 | * | transfer a portion of mixed liquor 2 days | 2 days | Wed 8/1/18 | Wed 8/1/18 Thu 8/2/18 51 | 51 | |
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| | *** | media as directed. | | | | | equium e entrol |
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| | | online. | | | | | - CONTRACTOR OF THE CONTRACTOR |
| 54 | À | start-up and testing VFD and | 1 wk | Fri 8/3/18 | Thu 8/9/18 53 | 53 | promatilità A |
| | | blowers | | | | | Signature of the state of the s |

Altachment 5

ENGINEERING SERVICES REQUEST **AUTHORIZATION TO PROCEED**

Underwood Engineers, Inc. (Engineer) To:

ESR No.: No. 11

25 Vaughan Mall

File No.: N2646 Date:

Portsmouth, New Hampshire 03801

June 4, 2018

Description: Chlorine Residual Monitoring

From: Hooksett Sewer Commission

1 Egawes Drive

Hooksett, NH 03106

Owner's Contact(s) (this project): Bruce Kudrick, Superintendent

David J. Mercier, P.E. Engineer's Contact(s) (this project):

Under the General Services Agreement for Professional Services as Consulting Engineer for the Owner (Contract dated March 2, 2015) Engineer is authorized to proceed with the following work:

Description:

Provide the Commission with abbreviated final design documents for the addition of two new chlorine residual analyzers to be priced and constructed as a change order under the Phase 3 Capital Improvements Project. One new analyzer to be installed at the point of chlorine addition and a second analyzer to be installed at the tail end of the chlorine contact pipes. The analyzers shall provide real-time data to the SCADA system for reporting purposes and for pacing both the chlorine and bisulfite chemical feed pumps. The goals of this upgrade are to provide sufficient chlorine to obtain the required bacterial kill on a 24-hour basis and also to provide bisulfite when necessary so that the chlorine residual leaving the plant is consistently under the effluent limit of <1 mg/L.

Scope of Work:

Engineer will provide the following engineering services:

- 1. Perform a site visit to review the existing chlorine and bisulfite feed systems and the existing chlorine dosing chambers and contact pipe(s) arrangement
- 2. Review the existing programming in the local PLC and at SCADA for the existing chlorine and bisulfite feed systems
- 3. Review existing data to be provided by Hooksett for chlorine dosing, chlorine residual and final effluent chlorine levels
- 4. Review existing record drawings of the plant facilities
- 5. Develop design sketches locating proposed equipment, piping, conduit, etc. for the upgrade
- 6. Provide design sketches to the Commission and staff in draft form for review and comment
- 7. Meet with Commission and staff to discuss comments
- 8. Modify the design sketches based on Commission and staff comments and issue documents to the Contractor in ESI format requesting pricing
- 9. Review pricing and discuss pricing with Commission and staff
- 10. If desired, prepare a formal change order to add the work to the Phase 3 Capital Improvements Project

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ALLachment 5

Schedule:

30 days from date of approval.

Budget Costs:

Budget estimate of \$8,000 to be billed at standard hourly rates for personnel assigned plus reimbursable expenses. Suggested budgets, as used herein, are best estimates by the Engineer. The budgets are based on available information and prior to a detailed research on the Project. Budgets are not intended to be fixed prices but are reasonable estimates of average costs to complete projects of similar size. Budget will not be exceeded without written authorization.

Hooksett Sewer Commission Date Sidney Baines, Chairman W. Steven Clifton, P.E., Vice President Date Underwood Engineers, Inc.

Page 2 of 2

Aktachment 5

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| | PLANT | MARTIN'S FERRY | MERRIMACK ST | GRAVITY |
| JAN | 0.714 | 0.296 | 0.118 | 0.300 |
| FEB | 0.811 | 0.346 | 0.134 | 0.331 |
| MAR | 0.805 | 0.351 | 0.138 | 0.316 |
| APRIL | 0.866 | 0.378 | 0.143 | 0.345 |
| MAY | 0.695 | 0.272 | 0.123 | 0.300 |
| JUNE | | | | 0.000 |
| JULY | | | | 0.000 |
| AUG | - | | | 0.000 |
| SEPT | | | | 0.000 |
| OCT | | | | 0.000 |
| NOV | | | | 0.000 |
| DEC | | | | 0.000 |
| AVG | 0.778 | 0.329 | 0.131 | 0.318 |
| | | | | |
| May/2017 | 0.845 | 0.353 | 0.151 | 0.297 |
| May/2016 | 0.611 | 0.258 | 0.112 | 0.309 |
| May/2015 | 0.600 | 0.245 | 0.104 | 0.345 |
| May2014 | 0.696 | 0.298 | 0.177 | 0.242 |

