Hooksett Sewer Commission
Meeting Minutes
August 4, 2020

This meeting was called to order at 12:00pm. Present were Chairman Sidney Baines, Commissioner Frank Kotowski, Commissioner Richard Bairam, Superintendent Ken Conaty, Assistant Superintendent John Clark and Plant Consultant Bruce Kudrick.

Approve Manifest

Approve Minutes from July 21, 2020: Commissioner Richard Bairam made motion to approve the minutes from July 21, 2020. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: None

Scheduled Appointments: None

Superintendent Conaty's Report:

Municibid: Superintendent Conaty has sold the trailer jetter for \$510.00 and paper bales for \$500.00 Attached (see attachment 1) are items that have also been listed for sale by the Hooksett wastewater treatment plant.

Generator: The new generator arrived and the electrician is scheduled to come install the transfer switch.

Sewer Ordinances: Superintendent Conaty gave the Sewer Commission sewer ordinance language that needs to be reviewed for NHDES (**Attachment 2**).

NHDES Letter: Superintendent Conaty presented the letter received by NHDES informing the Sewer Commission that after review the Hooksett Wastewater Treatment Plant is now classified as a Grade 3 plant vs. a Grade 2 plant (**Attachment 3**).

Richardson Electric: Richardson Electric will be on site this week to fix small electrical issues

Cell Phones: The work cell phones for the plant were eligible for upgrades. The cost was \$49.00 per phone.

Dryer: The Shincci dryer is continuing to run well, averaging 15.9% to 17.8% off the press and 64% to 96% off the dryer. The air filters are cleaned and the machine is greased weekly. Surrounding towns such as Brattleboro VT, Concord, NH, Nashua, NH and Seabrook, NH have all come to tour the dryer.

Tif Project: Waiting on RH White for the cost to replace air release manhole on Martin's Ferry force main that is fifty years old.

Phase III Plant Upgrade: Underwood will be was on site August 24, 2020 to go over the plant with the engineering team.

Solar Project:

- All panels have been installed
- Wiring should be complete this week
- New Poles have been installed
- Power was shut down today with Eversource on site.
- Linda is continuing to work on getting the insurance required by Eversource.

Main Street Pump Station:

- PS cover assembly installed
- Concrete fill is done
- Easements are being worked on- waiting on American Legion meeting
- There is an electrical design issue that is being worked out

Bottled Water:

Superintendent Conaty researched bottled water companies. Currently bottled water is supplied to the plant and office by Ready Refresh. Ken was able to switch to Crystal Rock and save about \$180.00 a year. (Attachment 4)

Merchants: The Sewer Commission reviewed the sewer connection flow calculations for the Starbucks going into Merchants plaza. All correspondence regarding this are attached (attachment 5).

Maurais Subdivision: Plan set recommend board visit

Old Business: None

New Business: Cell Phone Stipend (Attachment 6)

Commissioner Frank Kotowski made motion to approve the weekly cell phone stipend to the office personnel in the amount of \$11.54. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

The next Sewer Commission meeting is August 18, 2020.

Non-Public Session: The sewer commission did not go into non-public

Public Input: None

Adjournment: Commissioner Frank Kotowski made motion to adjourn at 12:22pm.Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,

The Kotowski

Clerk



ACRISON POLYMER DOSING SKID UNIT #1 🌣

Listing Number: 29902669 | ♥ Hooksett, NH US | Hooksett Wastewater Treatment Facility 0

Cancel



BIDDING HAS NOT STARTED FOR THIS AUCTION.

Come back in:
1 Hossy 3 Winastes









AUCTION DETAILS

Starting Bid: \$500.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$500.00 Buyer's Fee: 9.00 % End Date Monday, August 17, 2020 3:00 PM ET

Bid History 0

Page Views 2

Watchers 0



GENERAC 5500 GENERATOR

Listing Number: 29888915 | ♥ Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

Communication 1 Mour, 29 Minutes



≫ AUCTION DETAILS

Starting Bid: \$20.00 Sta

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$20.00 End Date Monday, August 17, 2020 10:44 AM ET

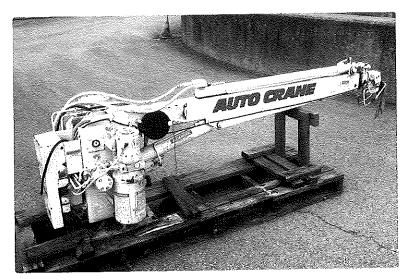
No Reserve Bid History 0 Bids

Buyer's Fee: 9.00 % Page Views 16



AUTO CRANE TRUCK CRANE

Listing Number: 29890023 | ♥ Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

Come back in:
1 Hour, 29 Winutes







≯ AUCTION DETAILS

Starting Bid: \$100.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$100.00

End Date Monday, August 17, 2020 3:00 PM ET

No Reserve

Bid History 0 Bids

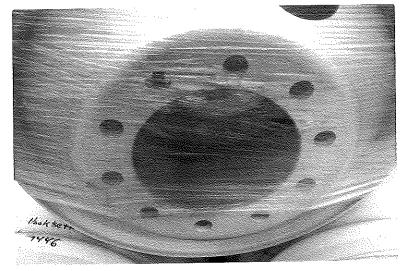
Buyer's Fee: 9.00 %

Page Views 18



22.5" PETERBUILT RIMS

Listing Number: 29888508 | P Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

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1 Hour, 28 Winnetes





♠ AUCTION DETAILS

Starting Bld: \$100.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$100.00

End Date Monday, August 17, 2020 3:00 PM ET

No Reserve

Bid History 0 Bids

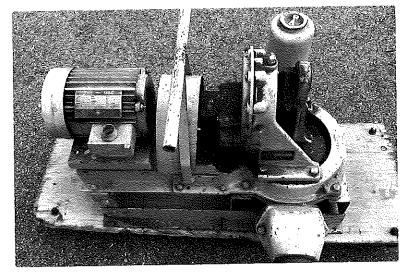
Buyer's Fee: 9.00~%

Page Views 10



CH AND E PUMP

Listing Number: 29890307 | ♥ Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

Come back in. 1 Hour, 28 Minutes



≫ AUCTION DETAILS

Starting Bid: \$20.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$20.00

End Date Monday, August 17, 2020 3:00 PM ET

No Reserve

Bid History 0 Bids

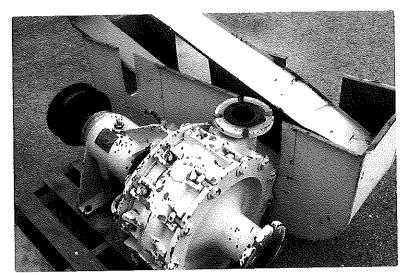
Buyer's Fee: 9.00 %

Page Views 4



WEMCO TORQUE FLOW PUMP

Listing Number: 29890899 | ♥ Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

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AUCTION DETAILS

Starting Bid: \$20.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$20.00

End Date Monday, August 17, 2020 3:00 PM ET

No Reserve

Bid History 0 Bids

Buyer's Fee: 9.00 %

Page Views 1



POLYMER TANK WITH MIXER #1

Listing Number: 29891435 | O Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

Come back in: I Hour, 26 Minutes



≯ AUCTION DETAILS

Starting Bid: \$20.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$20.00

End Date Monday, August 17, 2020 3:00 PM ET

No Reserve

Bid History 0 Bids

Buyer's Fee: 9.00 %

Page Views 1



POLYMER TANK WITH MIXER #2

Listing Number: 29892031 | ♥ Hooksett, NH US | Hooksett Wastewater Treatment Facility 0



BIDDING HAS NOT STARTED FOR THIS AUCTION.

Come back in.

1 Hour, 26 Minutes



≯ AUCTION DETAILS

Starting Bid: \$20.00

Start Date Monday, August 3, 2020 3:00 PM ET

Current Price: \$20,00

End Date

Monday, August 17, 2020 3:00 PM ET

No Reserve

Bid History 0 Bids

Buyer's Fee: 9.00 %

Page Views 0



ken.hooksettwastewater@gmail.com

From:

Rastorguyeff, Alexis < Alexis.Rastorguyeff@des.nh.gov>

Sent:

Monday, June 22, 2020 1:27 PM

To:

ken.hooksettwastewater@gmail.com

Subject:

Sewer Ordinance Revision

Ken,

On June 11th DES received the December 3, 2019 version of Hooksett's Sewer Ordinance (SO). In order to obtain DES approval of this SO, the following changes are needed in accordance with Env-Wq 305:

- Section 6.13 needs to be revised to reflect a record retention period of five (5) years, and to require that records be available to authorized state and federal officials [305.04(f)].
- The word "Industrial" should be added to the beginning of the paragraph of Section 3.1 for clarity.
- The requirement for dental facilities to install and operate amalgam separators in accordance with Env-Wq 306 must be included. This likely would fit under Section 3.2. [305.04(I)]
- Section 3.6 must be revised to reflect the following Specific Prohibitions:

No medical, infectious or radiological waste [305.06(i)];

Nothing that may cause effluent or sludge to fail a toxicity test [305.06(j)];

No hazardous waste designated under Env-Hw 400 [305.06(k)];

No pharmaceuticals, unless required by the feds [305.06(1)].

- Section 6.9 must be deleted in its entirety, as discharge of hazardous waste is not allowed.
- Section 5.2.A must be revised to reflect the following permit content:

General and specific prohibitions from the SUO that apply [305.18(c)];

Inspection requirements [305.18(i)];

Applicable definitions and special conditions [305.18(I)];

Notification prior to any increased/new discharge [305.18(n)];

Renewal requirements [305.18(o)];

Permit copy to DES if requested [305.18(p)].

Please submit a revised SO for approval.

Regards,

Alexis Rastorguyeff, PE, Industrial Pretreatment Supervisor NHDES, Water Division, Wastewater Engineering Bureau 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095 phone: 603-271-2052 fax: 603-271-4128

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3. PRETREATMENT OF WASTEWATER

3.1 PRETREATEMENT FACILITIES

Users shall provide industrial wastewater treatment, as necessary, to comply with these ordinances and shall achieve compliance with all categorical pretreatment standards, local limits, and the prohibitions set out in **Section 2** of these ordinances within the time limitations specified by EPA, the State, or the Board, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the user's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the Board for review, subject to the requirements of all applicable codes, ordinances and laws, and shall be acceptable to the Board before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the user from the responsibility of modifying such facilities, as necessary, to produce a discharge acceptable to the Board under the provisions of these ordinances. Such facilities shall not be connected to sanitary sewer until said approval is obtained in writing. Plans and specifications for a proposed pretreatment facility shall be the result of the design and shall bear the stamp of a professional engineer registered in the State of New Hampshire. All costs for shall be borne by the Owner.

3.2 ADDITIONAL PRETREATMENT MEASURES

- A. Whenever deemed necessary, the Board may designate that certain wastewater be discharged only into specific sewers, relocate and and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the POTW, and determine the user's compliance with the requirements of these ordinances.
- B. The Board may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flowcontrol facility to ensure equalization of flow. A wastewater discharge permit may be issued solely for flow equalization and shall be evaluated by the Board at the Owner's expense.
- C. Restaurants, prepared food producers, and any commercial establishment discharging grease or fat materials into the sewer system shall install an approved grease trap through which all such waste shall flow. No discharge from water closets, urinals, etc. shall be piped through the grease trap. Such grease traps shall be constructed outside the building and shall be readily accessible by Hooksett Wastewater Treatment Facility personnel at all times. Grease traps shall have a minimum of 24 hours usable storage volume or 1,500 gallons storage capacity, whichever is greater. The



owner/developer/contractor shall submit engineering computations verifying that the grease trap is sized in accordance with the above criteria.

Restaurant establishments that would normally be required to install a grease trap, but to do so is either extremely cost prohibitive due to site location and/or is impossible to safely install, do have the option of meeting with the Board to discuss alternative means of grease disposal. All alternatives must be proven to effectively treat grease and be officially approved by the Board by special permit. There will be a probationary period of at least one year to ensure that the alternative is working properly. If it is found that the alternative is not properly process the grease, the Board has the right to cease operations of the establishment until a proper grease trap can be installed.

- D. Any establishment likely to discharge gas, oil, petroleum or grit into the sewer system shall install an approved oil/water/grit separator through which all such waste shall flow. No discharge from water closets, urlnals, etc. shall be piped through the separator. Separators shall be constructed outside of the building and shall be readily accessible by Hooksett Wastewater Treatment Facility personnel at all times. They shall have a minimum of 24 hours usable storage volume or 1,500 gallons storage capacity, whichever is greater. The owner/developer/contractor shall submit engineering computations verifying that the grease trap is sized in accordance with the above criteria.
- D.E. All dental facilities will install and properly operate amalgam separators in accordance with NHDES Env-Wq 306 regulations.
- building sewer carrying industrial wastes shall install a suitable control manhole in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manhole, when required, shall be accessible, safely located, and shall be constructed in accordance with plans approved by the Superintendent. The manhole shall be installed by, and be maintained at the expense of the Owner, so as to be safe and accessible at all times. All lines will be 6-inch diameter or larger and will connect into a manhole. Industrial users shall plan monitoring point(s) prior to the mixing of waste streams. Industrial waste streams may be combined with other waste streams (i.e., sanitary, cooling water, etc.) downstream of the monitoring points.
- F.G. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.



- Waste streams with a closed cup flashpoint of less than 140 °F (60 °C) using the test methods specified in 40 CFR 261.21: and,
- Any pollutant which causes an exceedance of 10% of the lower explosive limit as measured by an explosimeter at the point of discharge or at any point within the sewer, POTW, or associated systems.
- B. Any industrial wastes including oxygen demanding wastes (BOD, etc.) at a flow rate and/or concentration which would cause interference with the wastewater treatment works or residuals management program, constitute a hazard to humans or animals, create a public nuisance, exceed any applicable National Categorical Pretreatment Standards, or cause pass through.
- C. Any waters or wastes have pH lower than 5.0 or higher than 11.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works.
- D. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater facilities or residuals management program such as, but not limited to, ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, whole blood, paunch manure, hair and fleshing, entrails and paper dishes & cups, milk containers, etc., either whole or ground by garbage grinders. In no case can solids be greater than two (2) inches or five (5) centimeters in any dimension.
- E. Pollutants, including oxygen-demanding pollutants (BOD, COD etc.), released in a discharge at a flow rate and/or pollutant concentration that either singly or by interaction with other pollutants, would cause interference with the POTW.
- F. Wastewater having a temperature greater than 150 °F (65 °C), or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction to the treatment plant to exceed 104 °F (40 °C).
- G. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin in amounts great than 25 mg/L or in amounts that will cause interference or pass through.
- H. Pollutants which result in the presence of toxic gases, vapors, or fumes within the sewer, POTW, or associated systems in a quantity that may cause worker health and safety problems or exceed and exposure limit.
- I. No discharge of medical, infectious, or radiological wastes



J. Nothing that may cause effluent or sludge to fail a toxicity test

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| K. No discharge of hazardous waste designated under Env-Hw 400
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| Formatted: Normal, No bullets or numbering
| L. No pharmaceuticals unless required by the federal government | Formatted: Font: (Default) Arial, 12 pt
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I.M. Currently, the Hooksett Wastewater Treatment Facility does **not** accept hauled waste. If at any time in the future it does begin to accept it, hauled waste will be limited if such disposal can result in:

H2

- Noxious or malodorous liquids, gases, or other wastewater which, either singly
 or by interaction with other wastes, are sufficient to create a public nuisance or
 a hazard to life, or to prevent entry into the sewers for maintenance or repair.
- Household hazardous waste including, not limited to: paints, stains, thinners, pesticides, herbicides, anti-freeze, transmission and brake fluids, motor oil and battery acid.
- Any medical, infectious, pharmaceutical or radiological waste except as specifically authorized in a discharge permit.
- Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the Board's NPDES permit.
- Any radioactive wastes or isotopes of such half-life or concentration as may
 exceed limits established by the Board in compliance with applicable state and
 federal regulations.
- Any treatment residue, sludge, scum, solid or material resulting from the management of such materials, unless specifically permitted by the Board. Sludges, screenings or other residues from the pretreatment of industrial wastes are also prohibited.
- · Any slurry solutions of suspended or dissolved inert materials.



parameters to be monitored, sampling location, sampling frequency, and sample type based on federal, state and local law.

- 7. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable federal, state, or local law.
- 8. A requirement that the industrial provide notice slugs, bypass, or noncompliance.
- 9. The general and specific prohibitions that apply to the discharge
- 10. Inspection requirements
- 11. Applicable definitions and special conditions
- 12. Notification requirements prior to any new or increased discharge
- 13.A requirement to submit a new application upon renewal which shall not be less than once every 5 years
- 14. A requirement to provide a copy of the permit to NHDES upon request

8.

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- B. Wastewater Discharge Permits may contain, but need not be limited to, the following conditions:
 - 1. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
 - Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works.
 - Requirements for the development and implementation of spill control
 plans or other special conditions; including management practices
 necessary to adequately prevent accidental, unanticipated, or nonroutine discharges.
 - 4. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW.



of any fines, penalties, or other liability that may be imposed pursuant to these ordinances.

- C. The Board shall investigate instances of noncompliance with industrial pretreatment standards and requirements.
- D. A notice shall be permanently posted on the user's bulletin boards or other prominent place advising employees who to call in the event of a discharge described in Paragraph A, above. Employers shall ensure that all employees, who may cause such a discharge to occur, be advised of the emergency notification procedure.

6.7 REPORTS FROM UNPERMITTED USERS

All users not required to obtain a wastewater discharge permit shall provide appropriate reports to the Board as required.

6.8 NOTICE OF VIOLATION/REPEAT SAMPLING AND REPORTING

If sampling performed by a user indicates a violation, the user must notify the Superintendent within twenty-four (24) hours of becoming aware of the violation. A noncompliance report pursuant to Env-Wq 1205.15 fully describing the noncompliance, its causes, and the measures taken or to be taken to avoid recurrence shall be submitted within five (5) business days of the incident. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Superintendent within thirty (30) days after becoming aware of the violation. The user is not required to resample if the Superintendent monitors at the user's facility at least once per month, or if the Superintendent samples between the user's initial sampling and when the user receives the results of this sampling.

6.9 NOTIFICATION OF THE DISCHARGE OF HAZARDOUS WASTE

A.—Any-user-who-commences the discharge-of-hazardous-waste-shall notify the POTW, the EPA-Regional Waste-Management-Division-Director, and state hazardous-waste authorities, in writing, of any discharge-into-the-POTW-of-a substance-which, if otherwise-disposed-of, would be a hazardous-waste-under 40-CFR-Part-261. Such notification-must-include the name of the hazardous



waste-as-set-forth-in-40-CFR-Part 261, the EOA-hazardous-waste-number-and the type of discharge (continuous, batch, or other).

If the user discharges more than one hundred (100) kilograms of such waste per-calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the user:

- 1. Identification of the hazardous constituents contained in the wastes.
- 2. An estimation-of-the-mass-and-concentration-of-such-constituents-in-the waste stream-discharged during-that-calendar-month.
- An estimation of the mass constituents in the waste stream expected to be discharged during the following twelve (12) months.

All-notifications must take-place no-later than one hundred and eighty-(180) days after the discharge-commences. Any-notification under this paragraph need be submitted only once for each hazardous waste discharged. However, notifications of changed conditions must be submitted under Section 6.5 of these ordinances. The notification requirement in this section does not apply to pollutants already-reported by users subject to categorical pretreatment standards under the self-monitoring requirements of Sections 6.1, 6.3 and 6.4 of these ordinances.

- B. Dischargers are exempt from the requirements of Paragraph A, above, during a calendar month in which they discharge no more than fifteen (15) kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 GFR 261.30(d) and 261.33(e). Discharge of more than fifteen (15) kilograms of non acute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 GFR 261.30(d) and 261.33(e), requires a one-time notification. Subsequent months during which the user discharges more than such quantities of any hazardous wastes do not require additional notification.
- C. In the case of any new-regulations under Section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous wastes, the user must notify the Board, the EPA Regional Waste Management Waste Division Director, and the state hazardous waste authorities of the discharge of such substance within ninety (90) days of the effective date of such regulations.

- D. In the case of any-notification-made under this-section, the user-shall-certify that it has a program in place to reduce the volume and texicity of hazardous wastes generated to the degree it has determined to be economically practical.
- E. The provision does not create a right to discharge any substance not otherwise permitted to be discharged by these ordinances, a permit issued there under, or any applicable federal or state law.

6.10 ANALYTICAL REQUIREMENTS

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by EPA.

6.11 SAMPLE COLLECTION

- A. Except as indicated in Section B below, the user must collect wastewater samples using flow proportional composite collection techniques. In the event flow proportional sampling is infeasible, the Superintendent may authorize the use of time proportional sampling or a minimum of four (4) grab samples where the user demonstrates that this will provide a representative sample of the effluent being discharged. In addition, grab samples may be required to show compliance with instantaneous discharge limits.
- **B.** Grab samples must be obtained for the following using grab sample techniques:
 - a. Oil and grease
 - b. Temperature
 - c. pH
 - d. Cyanide
 - e. Phenols
 - f. Sulfides
 - g. Volatile Organic compounds



6.12 TIMING

Written reports will be deemed to have been submitted on the date postmarked. For reports that are not mailed by the United States Postal Service or other delivery service, the date of receipt of the report shall govern.

6.13 RECORD KEEPING

Users subject to the reporting requirements of these ordinances shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by these ordinances and any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements.

Records shall include:

- 1. Date
- 2. Exact places samples were taken
- 3. Method of sampling
- 4. Time of sampling
- 5. Name of person(s) taking the samples
- 6. Dates analyses were performed and the name(s) of who performed them
- 7. The results of the analysis

These records shall remain available to the Board, the State of New Hampshire. and the Federal Government for inspection and copying for a period of at least three (3)-five (5) years. This period shall be automatically extended for the duration of any litigation concerning the user or the Board, or where the user has been specifically notified of a longer retention period by the Board. Before destroying any records, the Industrial User shall request and receive permission to do so from the Superintendent.

7. COMPLIANCE MONITORING

7.1 RIGHT OF ENTRY: INSPECTION AND SAMPLING



The State of New Hampshire

Department of Environmental Services

Robert R. Scott, Commissioner

July 24, 2020

Chairman, Board of Sewer Commissioners 1 Egawes Dr. Hooksett, NH 03106

Chairman:

The Operations Section of the New Hampshire Department of Environmental Services has recently completed a review of the classification of the municipal wastewater treatment facilities throughout New Hampshire. This exercise was performed because of several projects that have made significant upgrades to original facilities. It became clear that the classification of all municipal facilities should be reevaluated because it had not been completed for many years.

The Hooksett wastewater facility is one of the plants that received an extensive restructuring project completed several years ago and additional work is scheduled for the near future. New systems and equipment were included in the project which increased the complexity of the operation. Consequently, the New Hampshire Department of Environmental Services Wastewater Engineering Bureau reevaluated the upgraded system based on the point structure and grading criteria established in the New Hampshire Code of Administrative Rules Part Env-Wq 304 section 27. Using this scoring format, the facility will be classified at a Grade 3 level. This is an increase from the original designation of Grade 2.

The implication for the town of Hooksett is the requirement to have the operator-in-responsible-charge of the facility hold a valid NH wastewater treatment plant operator license equal to or greater than the grade of the plant. Furthermore, there is a second requirement on the part of the permit holder. The facility shall have on staff a backup operator with a valid NH wastewater treatment plant operator's license no more than one grade lower than the grade of the facility. These requirements that are stated in the New Hampshire Code of Administrative Rules Part Env-Wq 307 section 29 are the responsibility of the owner of the treatment facility.

A "inform" survey will be sent to the town in the near future requesting the names of the operator-inresponsible-charge and the backup operator.

Sincerely,

Kenneth Kessler Sanitary Engineer

Operations Section of the NHDES Wastewater Engineering Bureau

cc: Mr. Kenneth Conaty – Hooksett POTW

Kenneth L. Kessler

Bottled Water Costs						
	Ready/Refresh unit	Ready/Refresh yr	Monadnock unit	Monadnock yr	Crystal Rock unit	Crystal Rock yr
Cooler rental/mo(2)	\$ \$.99	\$ 239.76	\$ 10.00	\$ 240.00	\$ 5.99	\$ 143.76
Bottle cost ea	\$ 9.99	939.60	\$ 9.75	\$ 390.00	\$ 7.99	\$ 319.60
40/ yr						
Bottle deposit ea	\$ 10.00		\$ 7.00		\$ 6.00	
cups/50	\$ 4.99	\$ 44.91	\$ 4.99	\$ 44.91	\$ 3.99	\$ 35.91
9 yr						
paper statement fee	3.00	\$ 36.00	\$ -	- \$	\$ 4.00	\$ 48.00
Delivery fee	\$ 6.95	\$ 83.40	٠ \$	÷\$	\$ 5.78	\$ 69.36
totals yr		\$ 803.67	-	\$ 674.91		\$ 616.63
monthly avg		\$ \$		\$ 56.24		\$ 51.39

ken.hooksettwastewater@gmail.com

Michael Sydney <michaelsydney@merchantsfleet.com> From:

Wednesday, July 29, 2020 9:35 AM Sent:

ken.hooksettwastewater@gmail.com; 'Sokul, John H' To:

'HOOKSETT SEWER DEPT'; kudy2@yahoo.com; 'Shaun Vando'; 'Jeff Kevan'; 'Nicholas Cc:

RE: Merchants Plaza/Starbucks facilitySewer Development Fee Subject:

Good Morning Ken, thanks for your help facilitating the sewer development fee agreement between our family and the Hooksett sewer dept. It's most appreciated. Looking forward to finalizing the agreement next week.

Michael Sydney



Vice President / Owner

O: 603.695.9223 [C: 603.361.3702

merchantsfleet.com | Best Company to Work For

From: ken.hooksettwastewater@gmail.com <ken.hooksettwastewater@gmail.com>

Sent: Wednesday, July 29, 2020 8:12 AM

To: 'Sokul, John H' < jsokul@hinckleyallen.com>

Cc: 'HOOKSETT SEWER DEPT' < hooksettsewer@comcast.net>; kudy2@yahoo.com; Michael Sydney

<michaelsydney@merchantsfleet.com>; 'Shaun Vando' <svando@tfmoran.com>; 'Jeff Kevan' <jkevan@tfmoran.com>;

'Nicholas Williams' <NWilliams@hooksett.org>

Subject: RE: Merchants Plaza/Starbucks facilitySewer Development Fee

Good morning John,

I'll review this and get it before the Board at the 8/4/2020 meeting. I will get back to you after the meeting with the boards recommendations.

Regards,

Ken Conaty

Superintendent Hooksett Wastewater Treatment Plant 1 Egawes Dr Hooksett, NH 03106 (603)485-7000 (603)485-4306 fax Ken.hooksettwastewater@gmail.com

From: Sokul, John H < isokul@hinckleyallen.com>

Sent: Wednesday, July 29, 2020 8:00 AM To: ken.hooksettwastewater@gmail.com

Cc: 'HOOKSETT SEWER DEPT' < hooksettsewer@comcast.net>; kudy2@yahoo.com; 'Michael Sydney'

<michaelsydney@merchantsfleet.com>; 'Shaun Vando' <svando@tfmoran.com>; 'Jeff Kevan' <ikevan@tfmoran.com>;

Nicholas Williams < NWilliams@hooksett.org>

Subject: RE: Merchants Plaza/Starbucks facilitySewer Development Fee

Good morning Ken. A first draft of the Amendment is attached for your review. I am also copying Nicholas Williams from Planning so he can see we have reached



agreement on how the sewer development fee for the Starbucks project is being handled.

Thanks. John

From: ken.hooksettwastewater@gmail.com <ken.hooksettwastewater@gmail.com>

Sent: Thursday, July 23, 2020 3:04 PM

To: Sokul, John H < isokul@hinckleyallen.com>

Cc: 'HOOKSETT SEWER DEPT' < hooksettsewer@comcast.net>; kudy2@yahoo.com; 'Michael Sydney'

<michaelsydney@merchantsfleet.com>; 'Shaun Vando' <svando@tfmoran.com>; 'Jeff Kevan' <ikevan@tfmoran.com>

Subject: RE: Merchants Plaza/Starbucks facility

[EXTERNAL EMAIL]

Hi John,

I'm sorry I forgot to calculate the office building flow. I had Linda in our office research it and that building used an average of 43 gallons per day. That would adjust the 947gpd down to 904gpd or 4.02 units. If you would like to work on the first draft using this number that would be great.

Regards, **Ken Conaty**

Superintendent Hooksett Wastewater Treatment Plant 1 Egawes Dr Hooksett, NH 03106 (603)485-7000 (603)485-4306 fax Ken.hooksettwastewater@gmail.com

From: Sokul, John H < isokul@hincklevallen.com>

Sent: Thursday, July 23, 2020 2:40 PM To: ken.hooksettwastewater@gmail.com

Cc: HOOKSETT SEWER DEPT < hooksettsewer@comcast.net >; kudy2@yahoo.com; 'Michael Sydney'

<michaelsydney@merchantsfleet.com>; 'Shaun Vando' <svando@tfmoran.com>; 'Jeff Kevan' <jkevan@tfmoran.com>

Subject: Merchants Plaza/Starbucks facility

Hello Ken. Thanks for your response. We were also expecting to receive a credit for the former office space but did not know how best to quantify (see highlighted language below). There were about thirty employees working there when the building was operating. Any guidance you can give on that would be appreciated. Other than that everything looks great. I am happy to prepare a first draft of the addendum to the 2009 agreement if that is acceptable to you. Please advise.

Thanks again. John

John H Sokul

Partner



Hinckley Allen 650 Elm Street Manchester, NH 03101-2596 p: 603-545-6132 | c: 603-568-6434 isokul@hinckleyallen.com

28 State Street Boston, MA 02109-1775 p: 617-378-4404 | c: 603-568-6434 ilo:

From: ken.hooksettwastewater@gmail.com < ken.hooksettwastewater@gmail.com >

Sent: Wednesday, July 22, 2020 9:34 AM

To: Sokul, John H < isokul@hinckleyallen.com>

Cc: HOOKSETT SEWER DEPT < hooksettsewer@comcast.net >; kudy2@yahoo.com; 'Michael Sydney'

<michaelsydney@merchantsfleet.com>; 'Shaun Vando' <svando@tfmoran.com>; 'Jeff Kevan' <ikevan@tfmoran.com>

Subject: RE: Attention: Bruce Kudrick - Merchants Plaza/Starbucks facility

[EXTERNAL EMAIL]

Good morning,

The Hooksett Sewer Commission met yesterday 7/21 and reviewed your sewer connection flow calculations supplied. The commissioners unanimously decided that the 18.3 gallons per seat per day was an acceptable number for flow calculations. That would result in a GPD flow calculations of 1354 and with a credit of 407 GPD for the former restaurant that leaves 947 GPD to be purchased. The current Sewer Use Ordinance and NHDES regulations do not permit us to "discount" for outside seating. A seat is a seat in the regulations. Based upon the 947GPD this would be 4.21 units. The system development fee would be \$26,102.00. The Commission is willing to place the 947GPD against the 40,000GPD agreement from July 29,2009. An addendum to that agreement would have to be drawn up and agreed to and signed by all parties before any permits would be issued. If you have any questions feel free to contact me. Regards,

Ken Conaty

Superintendent Hooksett Wastewater Treatment Plant 1 Egawes Dr Hooksett, NH 03106 (603)485-7000 (603)485-4306 fax Ken.hooksettwastewater@gmail.com

From: Hooksett Sewer Dept. < hooksewerbill@comcast.net >

Sent: Friday, July 17, 2020 11:37 AM

To: kudy2@yahoo.com; ken.hooksettwastewater@gmail.com

Subject: FW: Attention: Bruce Kudrick - Merchants Plaza/Starbucks facility



From: Sokul, John H [mailto:jsokul@hinckleyallen.com]

Sent: Friday, July 17, 2020 11:04 AM To: hooksettsewer@comcast.net

Cc: Michael Sydney; Shaun Vando; Jeff Kevan

Subject: FW: Attention: Bruce Kudrick - Merchants Plaza/Starbucks facility

Good morning Bruce.

Just checking in to see if we are all set with this or what next steps are to finalize.

Many thanks. John

John H Sokul

Partner

Hinckley Allen 650 Elm Street Manchester, NH 03101-2596 p: 603-545-6132 | c: 603-568-6434 jsokul@hinckleyallen.com

28 State Street Boston, MA 02109-1775 p: 617-378-4404 | c: 603-568-6434

From: Sokul, John H

Sent: Friday, July 10, 2020 9:14 AM

To: 'hooksettsewer@comcast.net' < hooksettsewer@comcast.net>

Cc: 'Michael Sydney' < michaelsydney@merchantsfleet.com >; Shaun Vando < svando@tfmoran.com >; Jeff Kevan

<jkevan@tfmoran.com>

Subject: Attention: Bruce Kudrick - Merchants Plaza/Starbucks facility

Good morning Bruce.

I represent Merchants Plaza LLC in connection with the proposed new Starbucks project.

In connection with our discussions about the appropriate Sewer System Development Fee for the above-captioned project, the Town calculations are based on an assumed 20 GPD per seat; or 1,480 GPD for this project.

As we discussed at the May 5, 2020 Sewer Commission meeting, we thought this number was high for a Starbucks restaurant and have investigated actual water usage of similar Starbucks facilities in the State of New Hampshire. Please see attached

A5

charts. The first chart is a summary of actual water usage for three NH Starbucks locations provided to us by Starbucks. For the three noted locations (Keene, Tilton and Portsmouth), the Starbucks restaurants use an average of 866.40 gallons per day of water, which is an average 18.30 gallons per day per seat. This is summarized on the second chart.

Starbucks expects its water usage at the Hooksett location to be similar if not less to the above three facilities. For 74 seats (50 indoor and 24 outdoor) at 18.30 GPD per day per seat the total water usage would be 1354 GPD. From that, we subtract at least 407 GPD as a credit for the former restaurant use, which leaves 947 GPD. This credit does not include any reduction for the former office space also to be demolished as part of the Starbucks project. It is appropriate to deduct another 216 GPD from that number to account for the fact that the outdoor seating is not used in cold and inclement weather (9 GPD x 24 outdoor seats).

This results in water usage in the amount of 731 GPD for the new Starbucks restaurant which is 3.24 units per the Sewer Commission's unit calculation methodology of 1 unit per 225 gallons and, at \$6,200 per unit, the applicable Sewer System Development Fee would be \$20,143.11.

In lieu of paying the fee for this Project, we request that 731 GPD of capacity be applied against the 40,000 GPD of reserved sewer capacity under the Agreement dated July 29, 2009 between Merchants Plaza LLC and the Hooksett Sewer Commission (copy attached).

Please review and let us know how best to finalize this arrangement.

Thank you. John

John H Sokul

Partner

Hinckley Allen 650 Elm Street, Suite 500 Manchester, NH 03101-2551 p: 603-545-6132 | c: 603-568-6434 jsokul@hinckleyallen.com

28 State Street Boston, MA 02109-1775 p: 617-345-9000 | c: 603-568-6434



FIRST AMENDMENT TO AGREEMENT

THIS FIRST AMENDMENT TO AGREEMENT (this "Amendment") is made as of this day of ______, 2020 by and between Merchants Plaza, LLC having an address at PO Box 16415, Hooksett, NH 03106-6415 ("Merchants") and the Hooksett Sewer Commission, acting by and through its authority granted by the Town of Hooksett, having an address at 1 Egawes Drive, Hooksett, NH 03106-1397 (the "Commission").

WITNESSETH:

WHEREAS, Merchants is the owner of a tract of land on Daniel Webster Highway in Hooksett, Merrimack County, New Hampshire labeled "Merchants Plaza" (the "Tract") on the plan titled "6" INCH FORCEMAIN, K-MART PUMPING STATION TO PROPOSED SMH A252; SEWER SERVICE STUDY MERCHANTS RENT-A-CAR INC., HOOKSETT, N.H." as prepared by Howland Engineering, Inc. of Nashua, N.H. dated March 16, 1987, last revised August 18, 1987 (the "Plan"). The Tract is Tax Map 31, Lot 1 and Tax Map 25, Lot 46 on the Hooksett Tax Maps. The Plan is on file at the Hooksett Sewer Commission.

WHEREAS, Merchants has in the past paid for capacity enhancing improvements to the Hooksett Sewer System including payments for the installation of certain Sewer Pipes located on the Tract, and labeled on the Plan as "6" DIA. DIP. CLASS 52 FORCEMAIN" ("Sewer Pipe"); and

WHEREAS, Merchants has also provided an easement to The Commission dated July 29, 2009 for the installation and continuing maintenance of the Sewer Pipe ("Easement") which Easement was recorded in the Merrimack County Registry of Deeds in Book 3149, Pages 0762-0766.

WHEREAS, in connection with the Sewer Pipe and the Easement, Merchants and the Sewer Commission entered in that certain Agreement dated July 29, 2009 (the "Agreement") to formalize and document rights and duties in the parties hereto with respect to the Sewer Pipe, the Easement and related matters pursuant to which the Commission reserved 40,000 gallons per day of sewerage capacity in the Hooksett Sewer System ("Reserved Sewerage Capacity") for the benefit of the future development or expansion of an approximately 16.635 acre parcel of land (the "Land") owned by MRAC Limited Liability Co directly across the street from the Tract. Capitalized terms used and not otherwise defined in this Amendment shall have the meanings ascribed to them in the Agreement.

WHEREAS, Merchants intends to redevelop a portion of the Tract for an approximately 2500 square foot Starbucks coffee shop having 74 seats (the "Starbucks Project") in accordance with site plan approval granted by the Planning Board, Hooksett, New Hampshire on May 21, 2020 ("Planning Approval").

WHEREAS, Merchants and the Commission are desirous of amending the Agreement to allow nine hundred four (904) gallons per day of the Reserved Sewerage Capacity for the Starbucks Project located on a portion of the Tract.



NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto do hereby agree as follows:

1. **AGREEMENT**.

A. The Commission agrees that the Sewer System Development Fee for the Starbucks Project on a portion of the Tract is \$24,924.00 based on 904 gallons per day which is 4.02 units at \$6,200 per unit. The Sewer System Development Fee for the Starbucks Project shall be paid in full by applying 904 gallons per day of sewer capacity against the 40,000 gallons per day of Reserved Sewage Capacity under the Agreement. No cash payment shall be required. From and after the date hereof, the Reserved Sewage Capacity under the Agreement is 39,096 gallons per day. The provisions of this Section A are perpetual and not subject to any time limit or expiration date.

2. MISCELLANEOUS.

- A. Ratification. Except as set forth herein, the terms of the Agreement are hereby ratified and confirmed. All references to the "Agreement" shall be deemed to be references to the Agreement as amended by this Amendment.
- B. <u>Counterparts</u>. The parties acknowledge and agree that (a) this Amendment may be executed in counterparts each of which shall be deemed an original, and all of which shall be deemed one and the same instrument and (b) an electronic signature on this Amendment shall be deemed to have the full effect of an original signature (each party hereby agreeing, however, to provide to the other party an original signature to this Amendment upon the other party's written request therefor).
- D. <u>Miscellaneous</u>. Except as modified herein, the Agreement and all of the terms and provisions thereof shall remain unmodified and in full force and effect as originally written/ In the event of any conflict or inconsistency between the provisions of the Agreement and the provisions of this Amendment, the provisions of this Amendment shall control. The recitals set forth above in this Amendment are hereby incorporated by this reference. This Amendment shall be binding upon and shall inure to the benefit of the parties hereto and their respective beneficiaries, successors and assigns. Each party has cooperated in the drafting and preparation of this Amendment and, therefore, in any construction to be made of this Amendment, the same shall not be construed against either party. In case any one or more of the provisions contained in this Amendment shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of

- this Amendment, and this Amendment shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.
- E. <u>Applicable Law</u>. This Agreement shall be construed in accordance with the laws of the State of New Hampshire.
- G. <u>Interpretation</u>. Wherever herein the singular number is used, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders, and vice versa, as the context shall require. The section headings used herein are for reference and convenience only, and shall not enter into the interpretation hereof. This Agreement may be executed in several counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]



IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first written above.

MERCHANTS PLAZA LLC

Ву:	
Name:	
Γitle:	
HOOKSETT SEWER COMMISSION	
Ву:	
Name:	
Title:	





Hooksett Wastewater Treatment Facility

Board of Sewer Commissioners 1 Egawes Drive Hooksett, NH 03106 (603) 485-7000

Date: August 4, 2020

To: Board of Sewer Commissioners

From: Linda O'Keefe - Office Manager

RE: Cell Phone Stipend

The office staff has been using their personal cell phone, for work purposes, for some time and would like to be reimbursed the weekly amount of \$11.54. They are being used on a daily basis.

Kim uses her cell phone daily to send text messages and other messages to Supt. Ken Conaty when he can't be reached on the regular phone. This is pretty much a daily occurrence and was being done for Supt. Kudrick as well. She also sends text messages to me when I'm out of the office and she has a question or someone needs information.

I use my cell phone daily to receive text messages from Rick Blackwelder notifiying me he is in Town to supervise a project or projects. This is useful for me to know when Rick will be submitting his time for payment. I've always used my phone to check work emails after hours daily and on weekends or days off. Many times I've had to respond to emails or make a phone call on my day off or I've had to text Bruce on a weekend to let him know of a phone call that needed attention or anything else that came in on a weekend that he needed to know.