

Hooksett Sewer Commission
Meeting Minutes
January 19, 2021

INITIAL	COMMENTS
B	
FRK	
KWC	

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 and Sign Manifest

Approve minutes of January 5, 2021 meeting: Commissioner Richard Bairam made motion to approve the minutes from January 5, 2021. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Read Correspondence

Financial Report: None

Scheduled Appointments: 12:00pm University Heights: Kent and Ron
12:15pm Dave Mercier, Dave Scarpetti, Alden Beauchmin and others

University Heights: Kent and Ron came in to go over the plans for the proposed 20 Townhouses and 460ft of sewer extension for their project. There will be 5 new buildings with a total of 20 new townhouses. They plan to start the project this summer, possibly June or July. The sewer commission was on board with their plans for the project. Kent and Ron were informed that there is a \$6200.00 fee per unit due to the sewer commission before the start of the project.

Exit 10: The old Bellevance Beverage warehouse on 1000 Quality Drive in Hooskett was purchased by Dartmouth. They would potentially like to hook onto sewer. The Sewer Commission is proposing to run the sewer line across the river to Arleigh Greene's property to the new potential pump station. From there Dartmouth Hitchcock would connect. It is proposed that the TIF would build the new pump station and update the existing pump station on Martin's Ferry Road. The Hooksett Sewer Commission would utilize the connection fees from Dartmouth to run the line under the river. General discussion was had on the subject and how to proceed from here.

Superintendent Conaty's Report:

Plant:

- Plant discharge number's are excellent
- The lunchroom down at the plant is complete
- There was a roof leak down at the plant. Superintendent Conaty had Sentry Roofing come out to look at it. It should be around \$800.00 to repair it.

- Superintendent Conaty changed propane vendors. The Hooksett Sewer Commission was being charged \$5.79 per gallon. With the new vendor they are being charged \$1.77 per gallon.
- The fire alarm in the office failed and need to be upgraded and replaced. A new security alarm will be installed in the office as well at the time of the upgrades.
- LCS is doing a radio path study to possibly eliminate the need for phone lines at the pump stations.
- The Hooksett Wastewater Treatment Facility is shut down to all unnecessary visitors at this time
- Superintendent Conaty renewed the sludge hauler permits for the plant with NHDES
- New operator in charge forms have also been filed with the NHDES
- 2020 SQC Report was filed with the NHDES
- 2020 No violations of DOB, TSS or Ecoli
- 2020 Bio-solid report was filed with EPA

Dryer:

- The plant is still working out the kinks with the sludge temperature change
- A new conveyer belt was installed for a bypass to the truck for the sludge
- Both cooling fans failed and were replaced
- Two conveyer bearings failed and were replaced

TIF:

- The next Tif meeting has not yet been announced
- The sewer commission will look over the proposed connection fee draft sheet that was submitted previously
- Superintendent Conaty has been working with Underwood on the new pump station design

Phase 3A Plant Upgrades:

- New hydraulic profile shows that the intermediate pump station could be eliminated with the new plant upgrades
- Superintendent Conaty viewed a screen demo and went to Epping to personally check out the screens
- Underwood is diligently working on a completed design for the Hooksett Sewer Commission
- The new design addendum needs to be signed by the Commission (Attachment #4)

Solar: (Plant Consultant Bruce Kudrick)

- Revision Energy has agreed to install a top rail on the fence that surrounds the solar array
- Solar is at 85%
- Eversource completed their work on January 14, 2021 and it is ready to go
- The O&M manuals and as-builts are still needed, along with the prints with components used

Main Street Pump Station:

- The Hooksett Sewer Commission is still waiting on the easement from the American Legion
- The electrical cabinet issue with Square D has been resolved
- The certificate of substantial completion needs to be looked over and signed (Attachment #5)

Other:

- Superintendent Conaty had his last NHWPCA meeting
- Senators were contacted on sponsoring IDEXX bill (Attachment #6)
- University Commons- state approved (Attachment #7)
- MSG inquired about force main status
- It was proposed to increase the inspector rate for Rick Blackwelder from \$85 to \$95. Commissioner Frank Kotowski made motion to increase the rate for inspector Rick Blackwelder from \$85 to \$95. Commissioner Richard Bairam seconded. All in favor, the motion was carried unanimously.
- Superintendent Conaty is working with GE on a new Industrial Discharge Permit

Old Business: None

New Business: The next Sewer Commission meeting in on February 2, 2021

Non Public Session: The Sewer Commission did not go into non-public session

Public Input: None

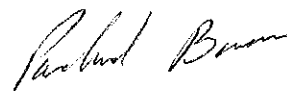
Adjournment: Commissioner Richard Bairam made motion to adjourn at 2:45pm. Commissioner Frank Kotowski seconded. All in favor, the motion was carried unanimously.

Respectfully Submitted,



Frank Kotowski

Clerk



Amendment No. 1**Engineering Design Phase
Contract for Professional Services
for
Treatment Works****Hooksett Sewer Commission, Hooksett, NH
(2576)**

WHEREAS, an AGREEMENT was made and entered into at Hooksett, New Hampshire, on the 22nd day July, 2020, by and between the Hooksett Sewer Commission, hereinafter called the OWNER, and Underwood Engineers, Inc. hereinafter called the ENGINEER, for professional engineering services required to initiate the preliminary design of the Phase 3A Capital Improvements, and

WHEREAS, the design scope has progressed to the Final Design stage including Project Manual and Drawings preparation, Opinion of Probable Cost, Design Review Meetings, and Topographic Survey, and

WHEREAS, an amendment is needed to modify the scope of work and fee as further defined in *Attachment A*.

NOW, THEREFORE, in consideration of the agreement an amendment is hereby agreed to by the OWNER and the ENGINEER as follows:

- A. That the dollar amount in Section IV, Paragraph A.2, on Page 3 be amended to read:
- “, a fee not to exceed three hundred eighty-nine thousand, nine hundred dollars (\$389,900.00)”. (Previous fee = \$114,400, **Increase = \$275,500**).
- B. That the dollar amount in Section IV, Paragraph B.1 (Design), on Page 3 be amended to read:
- “ and shall not exceed three hundred seventy-six thousand, nine hundred dollars (\$376,900.00)”. (Previous fee = \$114,400, **Increase = \$262,500**).
- C. That the dollar amount in Section IV, Paragraph B.2 (Survey), on Page 3 be amended to read:
- “ and shall not exceed thirteen thousand dollars (\$13,000.00)”. (Previous fee = \$0, **Increase = \$13,000**).

The OWNER and the ENGINEER hereby agree to this Amendment.

ENGINEER: Underwood Engineers, Inc.

OWNER: Hooksett Sewer Commission

By: W. Steven Clifton, P.E., President

By: Sidney Baines, Chairman

Date: _____

Date: _____

APPROVED: Department of Environmental Services
Water Division

By: Dennis Greene, P.E., WWEB
Design Review Section

Date: _____

**It is understood that as an act in furtherance of its statutory authority to approve engineering agreements for sewerage facilities, the DIVISION's approval does not impose any contractual obligation or liability on the State of New Hampshire, the Department of Environmental Services or the DIVISION.

Approved as to form:

Legal Counsel

*Signatures should be supported by appropriate document.

Hooksett Sewer Commission

Attachment A Scope of Services Final Design Engineering Phase 3A Capital Improvements Hooksett, New Hampshire

Background

The Hooksett Sewer Commission (HSC) completed an upgrade to their wastewater treatment facility in 2010. In 2011, unexpected issues occurred which resulted in backup of the system and overflow of the integrated fixed film activated sludge (IFAS) plastic media disks into the yard and ultimately to the Merrimack River. Over the last nine years, the HSC has been actively pursuing resolution to the unexpected issues and most recently completed a one-year pilot study after implementing hydraulic upgrades within IFAS Train #2 and organic loading adjustments in both trains. The pilot proved that the upgrades implemented allowed IFAS Train #2 to adequately treat and hydraulically pass an equivalent of 0.8 MGD, and its associated peak hourly flows, once a third IFAS tank is added to the train. The next steps would involve construction of similar upgrades to IFAS Train #1 and also the addition of a third IFAS tank to both IFAS trains. In addition, there are numerous other upgrades that will be required outside of the IFAS tanks themselves in order to allow the entire plant to treat and pass a total of 1.6 MGD average daily flow and to replace aged infrastructure at the plant. Preliminary engineering (30% Design) identified the following items which will be progressed through Final Design under this Phase 3A Capital Improvements contract:

- New fine and micro mechanical screening
- Modified BNR tanks
- New IFAS tanks within old BNR tankage and existing IFAS tank modifications
- Yard piping hydraulic improvements
- Clarifier number 1 upgrade
- New WAS piping and automated valve
- Chlorination/de-chlorination improvements
- Plant water system improvements

Scope of Services

Underwood Engineers proposes to perform the following Final Design engineering scope of services:

Task No. 1 – Project Manual Preparation

Specifications for the Phase 3A upgrade and will incorporate the necessary front end documentation to maintain funding eligibility for NHDES SRF and SAG funding. Technical specifications will be prepared in standard CSI format Two (2) hard copy sets of specifications will be provided to the HSC at 60% and 90% completion for review. A .PDF set of 90% documents

will be provided to the NHDES for review. Once all design review comments have been received and addressed, two (2) sets of 100% complete P.E.-stamped hard copy documents and a .PDF set will be provided to the HSC and a .PDF set will be provided to the NHDES.

Task No. 2 – Drawings

Construction drawings will be created for the Phase 3A upgrade project that are 22" x 34" in size so that true, half-scale drawings can be produced at an 11" x 17" size. Construction plans will consist of G (General), C (Civil), S (Structural), P (Process), M (Mechanical), E (Electrical), and I (Instrumentation) drawings. Underwood will prepare the G, C, and P drawings in-house and will coordinate and supervise the generation of the S, M, E, and I drawings with our subconsultants.

Two (2) hard copy sets of plans will be provided to the HSC at 60% and 90% completion for review. A .PDF set of 90% documents will be provided to the NHDES for review. Once all design review comments have been received and addressed, two (2) sets of 100% complete P.E.-stamped hard copy documents and a .PDF set will be provided to the HSC and a .PDF set will be provided to the NHDES.

Task No. 3 – Engineer's Cost Opinion

At 60% and 90% completion, Underwood will prepare an updated Engineer's Opinion of Probable Cost for the proposed upgrade. Underwood will then revise and finalize the Engineer's Opinion of Probable Cost at 100% design completion prior to bidding.

Task No. 4 – Design Review Meetings

At 60% and 90% completion, Underwood will meet with the staff at the Hooksett WWTF to review the documents and receive comments from the HSC. Comments received will be incorporated into updated documents.

Task No. 5 – Survey

Underwood will conduct a topographic survey of the Hooksett WWTF site within the existing fence lines, picking up major surface features, buildings, tanks, manholes, valves, etc. We will also shoot the elevation of the key hydraulic points within the process at flow control gates, weirs, etc. This survey will serve as the base plan for the bid plans to be produced.

Information to be provided by the HSC

- WWTF record drawings
- Shop drawings and O&M manuals for existing equipment
- Access to the plant

Work Not Included

- Bid phase services
- Construction phase services

Schedule

The following schedule is proposed for the work. Note that **Dewatering Evaluation** is on a separate track so that it does not hold up the schedule for the rest of the work.

Execute Preliminary Design Contract	July 2020
Perform Evaluations	July – September 2020
Issue Draft Technical Memos and Cost Opinions	October 2020
Issue Final Technical Memos and Cost Opinions	December 2020
Execute Final Design Contract	January 2021
Create Final Design Documents	October 2020 – February 2021
Advertise Project for Bids	March 2021
Bid Opening	April 2021
Award Contract	May 2021

COST OR PRICE SUMMARY FORMAT FOR SUBAGREEMENTS UNDER NH SAG & SRF			Form Approved DES 11/00	
PART I - GENERAL				
1. GRANTEE / LOANEE Hooksett Sewer Commission, Hooksett, NH			2. GRANT/LOAN NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR Underwood Engineers, Inc.			4. DATE OF PROPOSAL January 4, 2021	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR (Include ZIP) 99 North State Steet, Concord, New Hampshire 03301			6. TYPE OF SERVICE TO BE FURNISHED Engineering Services - Final Design	
PART II - COST SUMMARY				
7. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTALS
Principal	40	\$64.52	\$2,580.80	
Senior Project Manager	129	\$54.50	\$7,030.50	
Project Manager	0	\$47.00	\$0.00	
Senior Project Engineer	456	\$43.00	\$19,608.00	
Project Engineer	584	\$33.00	\$19,272.00	
Technician	458	\$33.00	\$15,114.00	
Resident Engineer	24	\$35.00	\$840.00	
Clerical	120	\$24.50	\$2,940.00	
DIRECT LABOR TOTAL:				
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE =	ESTIMATED COST	
	1.76	\$67,385.30	\$118,598.13	
INDIRECT COST TOTAL:				\$118,598.13
9. OTHER DIRECT COSTS			ESTIMATED COST	
a. TRAVEL				
(1) TRANSPORTATION			\$936.00	
(2) PER DIEM			\$0.00	
TRAVEL COSTS TOTAL:			\$936.00	
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)			ESTIMATED COST	
phone, postage, fax, misc. (allowance)			\$881.04	
EQUIPMENT SUBTOTAL:			\$881.04	
c. SUBCONTRACTS			ESTIMATED COST	
Structural, Electrical, Survey			\$55,250.00	
			\$0.00	
SUBCONTRACTS SUBTOTAL:			\$55,250.00	
d. OTHER (Specify categories)			ESTIMATED COST	
copies, prints			\$2,800.00	
			\$0.00	
OTHER SUBTOTAL:			\$2,800.00	
e. OTHER DIRECT COSTS TOTAL:				\$59,867.04
10. TOTAL ESTIMATED COST				\$245,850.47
11. PROFIT				\$29,649.53
12. TOTAL PRICE				\$275,500.00

CERTIFICATE OF SUBSTANTIAL COMPLETION

Contractor <u>Daniels Construction</u>	Owner <u>Hooksett Sewer Commission</u>
<u>PO Box 246</u>	<u>1 Egawes Drive</u>
<u>Ascutney, VT 05030</u>	<u>Hooksett, NH 03106</u>
Phone <u>802-674-6323</u>	Phone <u>n/a</u>
Fax <u>n/a</u>	Fax <u>n/a</u>
Contract for: <u>Main Street Pump Station Replacement</u>	

Pursuant to the General, Supplementary, and Special Conditions of the Contract Documents relative to Partial or Total Occupancy, you are hereby notified that the Owner has satisfied itself that the portion(s) of the above mentioned project, as hereinafter enumerated, is (are) ready for use and or occupancy:

Identify the Buildings and/or areas to be occupied and or used: Pump Station and appurtenances

The Owner, through its undersigned representative hereby accepts from the Contractor, subject to contract stipulations, said portion(s) of the Project, effective 12:00 Noon on:

INSERT DATE ☞ the 19th day of October 2020.

The Contractor will be relieved of responsibility for performing further Work or supplying further materials, equipment, or other items, in accordance with the General, Supplementary, and Special Conditions of the Contract Documents (relative to partial or total occupancy), except for the following work:

Append a complete list of all incomplete and/or unsatisfactory items of the Work, which in the opinion of the Owner, are attributable to the fault, negligence, or oversight of the of the Contractor, any subcontractors, material suppliers, agents, servants, or employees.

NOTE: Attach one copy of the "Punch List" Items to each copy of this document.

The Use or Occupancy of the building(s) or portion(s) of this project by the Owner shall not:

- constitute acceptance of any Work not performed in accordance with the Contract Documents;
- relieve the Contractor of the liability to perform any Work required by the Contract but not completed at the time of Use and or Occupancy; nor
- relieve the Contractor of liabilities with respect to any express warranties or guarantees required by the Contract.

Approved: Owner

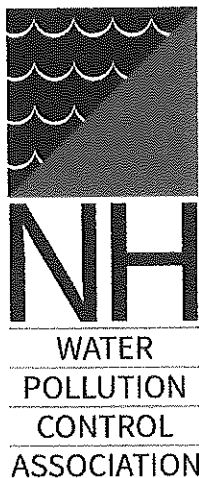
By: _____
Date: _____

Accepted: Contractor

By: Barry Sleeth
Date: 12-2-20

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New Hampshire Water Pollution Control Association
17 Depot St, Suite 3
Concord, NH 03301



**Celebrating
53 Years
1967-2020**

12/10/2020

Legislative Office Building
Room 103
33 North State Street Concord NH 03301

Honorable Senator Tom Sherman,

While issuing Draft NPDES permits, the EPA has changed the criteria they look at for testing effluent for bacteria from methods approved in 40 CFR 136 that govern Wastewater testing, to National Shellfish Sanitation Program (NSSP) rules that cover shellfish harvest. This would represent a financial hardship to the wastewater treatment plants by requiring them to purchase new equipment and change to a less accurate, more time-consuming procedure.

NHDES has been working with EPA to allow for the monitoring of fecal bacteria with EPA approved methods in 40 CFR 136.1 for NPDES compliance for both swimming and for the growing and taking of shellfish in tidal waters.

NHDES, as well as EPA in 40 CFR 136.1, has determined that it is appropriate to monitor the performance of a wastewater treatment facility and the microbiological quality of the effluent using methods listed in 40 CFR 136.3. **The United States Food and Drug Administration (FDA), via a recent Interpretation and email correspondence,** agrees with this approach and explicitly states that NPDES effluent testing, used to evaluate the performance of a wastewater treatment facility, does not need to utilize NSSP approved laboratory methods. Therefore, bacteria testing for wastewater treatment facility effluent should not be limited to NSSP approved methods where it discharges into a Prohibited zone.

The goal of the change to the revision is so that NPDES permittees are not required to comply with NSSP criteria at the end of pipe. The proposal has two parts – 1) to make sure that it is clear that the NSSP criteria is not applicable to NPDES permittees, and 2) to make it clear that the **classification** (determined by NHDES) of tidal shellfish growing waters complies with the NSSP.

Below is the suggested wording change to RSA 485-A:8 that would allow NHDES permit New Hampshire wastewater treatment plants to continue using current coliform bacteria methods allowed by 40 CFR 136.

DRAFT Revise RSA 485-A:8

V. Tidal waters utilized for swimming purposes shall contain not more than either a geometric mean based on at least 3 samples obtained over a 60-day period of 35 enterococci per 100 milliliters, or 104 enterococci per 100 milliliters in any one sample, unless naturally occurring. ~~Those tidal waters used for growing or taking of shellfish for human consumption shall, in addition to the foregoing requirements, be in accordance with the criteria recommended under the National Shellfish Program Manual of Operation, United States Department of Food and Drug Administration. The operation and sampling of facilities subject to permits under the National Pollutant Discharge and Elimination System are not subject to the provisions of the National Shellfish Sanitation Program, except as may be required by the department.~~

V-a. In accordance with RSA 487:34, those tidal waters used for growing or taking of shellfish for human consumption shall, in addition to the foregoing requirements, comply with the criteria recommended under the National Shellfish Program Manual of Operation, United States Department of Food and Drug Administration.

Thank you very much for your consideration,

Ken Conaty
President

New Hampshire Water Pollution Control Association

Ken Conaty
Hooksett Wastewater
President

Mike Carle
Hampton Wastewater
Vice President

David Mercier
Underwood Engineers
Secretary

Mario Leclerc
Seabrook Wastewater
Treasurer

Robert Robinson
Manchester EPD
1st Director

Ryan Peebles
Clean Waters
2nd Director

Mike Theriault
Wright-Pierce Engineers
3rd Director

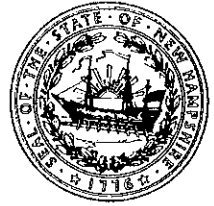
Aaron Costa
Keene Wastewater
1st Director-at-Large

Nate Brown
Peterborough Wastewater
2nd Director-at-Large

W. Steven Clifton
Underwood Engineers
NEWEA Director



State of New Hampshire
Department of Environmental Services
29 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095
(603) 271-3503 FAX (603) 271-4128



SEWER CONNECTION PERMIT

Project Name: University Commons
Location : University Circle
Engineer : Brown Engineering - Kent Brown, PE

Municipality/POTW : Hooksett
Official Signature : Ken Conaty - Superintendent
Date of Request : 12/3/2020

PERMIT/REQUEST NUMBER

D2020-1202

FLOW : **6,262** gallons/day

APPROVAL DATE **12/10/2020**

The New Hampshire Department of Environmental Services (NHDES) has reviewed and hereby approves the request as follows:

Approval of the connection to the municipality's wastewater facilities is based on a review of the supporting information submitted and is subject to the conditions indicated below.

CONDITIONS :

Approval applies only to the sewerage plans and sewer connection application received by NHDES.

This approval will become void if the sewerage construction or discharge has not begun within three years of the approval date.

All sewerage construction must comply with the requirements of Chapter Env-Wq 700, the Standards of Design and Construction for Sewerage and Wastewater Treatment Facilities.

No deviations from approved plans or specifications shall be made without prior written approval from DES.

DES approves design plans and specifications for sewer extension (465 LF 8" PVC, SDR 35).

Issued by :

Dennis Greene, PE

WATER DIVISION - WASTEWATER ENGINEERING BUREAU - DESIGN REVIEW SECTION

cc: Brown Engineering - Kent Brown, PE