

# Town of Epping, NH

*Incorporated 1741*

Water & Sewer Commissioners  
157 Main Street  
Epping, NH 03042

Water & Sewer Administrator  
603-679-5441 x108

## WATER & SEWER COMMISSION MEETING MINUTES May 9, 2023

### **Attendance:**

Chairman Tom Dwyer, Commissioner Marc Nickerson, Commissioner Scott Pim  
BOS Rep. Tom Gauthier, W&S Administrator Dennis Koch

### **1. Call to Order:**

Chairman Dwyer called the meeting to order at 7:00 PM in the Epping Town Hall.

The Pledge of Allegiance to the Flag followed.

**Motion by Chairman Dwyer to seal the non-public minutes of 5/9/2023. Seconded by Commissioner Nickerson. Motion carried 3-0.**

**2. Approval of Minutes: Motion by Commissioner Nickerson to approve the minutes of 4/4 & 17/2023 as submitted. Seconded by Commissioner Pim. Motion carried 3-0.**

**3. Appointments: Dave Mercier** of Underwood Engineers gave an update:

- WWTF Phase II Short-Term Improvements Membrane Replacement
  - CAP Update
    - Town is ahead of schedule with CAP items
    - 2<sup>nd</sup> new Zenon train has been purchased and is under production
    - Install of first Zenon train has been awarded to RMM; quote for install of second set is pending BOS approval
    - Bids are opening for the membrane enclosure at 2 PM on 5/18 at WWTF
    - Train 2 membranes have all been cleaned and the train is processing 107,000 gpd
    - Today four cleaned modules were installed in Train 3 and put online; 2 more will be ready and installed in Train 3 by end of the week
    - Over the next 2 weeks all six remaining membranes will be cleaned and installed in Train 1
    - Bypass will restart to draw down the lagoons on Thursday 5/11; will need to run for 2-3 weeks until cleaned membrane capacity exceeds influent flow
    - RMM is under contract to install heat trace on MLSS recycle line
    - To comply with Sept 30 CAP items, UE needs to finalize RFP documents for insulation of MLSS recycle line, new alkalinity feed system in Headworks Building, and EPFSS
  - New AO Update
    - Town responded to draft AO with comments last week; revised draft sent by EPA end of last week; did Town provide a final response?

- WWTF Lagoon 1 and 2 Sludge Removal
  - Synagro plans to remobilize the week of May 15
  - Their proposed schedule has them fishing sludge removal from both lagoons this year but also requires them to process 4X more material per month than they did last year
  - They have provided an updated submittal on equipment layout that we have sent to DES
  - They plan to restart in Lagoon 2 and will want water in the lagoon to be 3-4 feet of freeboard
- MtBE Watermain Extension
  - MtBE project is going full tilt with Granese running 3 crews at once
  - UE/Granese/Town meeting every Friday now to discuss next week's work areas and how to handle traffic, etc.
  - Mainline pipe installation is ahead of schedule and expected to be complete mid to late Summer 2023
- Other
  - CAP requires adding MPE50 to aeration tanks; need to acquire a second 55 gal drum. Cost is \$2548

**4. Administrator's Report:** Dennis Koch requested the following abatements...  
\$178.48 for 290 Calef Hwy., Unit A28 and \$303.78 for 38 Moore Street.

**Motion to approve the two abatements made by Commissioner Nickerson. Seconded by Commissioner Pim. Motion carried 3-0.**

#### **5. Commissioner's Reports:**

**Chairman Dwyer:** Thanked SP for the brochure work. Apologized to the Tax Collectors office for the sewer rate increase causing a flurry of phone calls.  
Stressed to residents that sump pumps are not allowed to be connected to the sewer system.

**Commissioner Nickerson:** Confirmed that we currently have two job openings posted. One is an entry level position and the other is for a Chief Plant Operator.

**Commissioner Pim:** SP read a statement regarding the \$100K ARPA grant to conduct a total nitrogen reduction study. After reviewing the two proposals, Underwood Engineers was chosen.

**Motion by Commissioner Pim to award the job to Underwood Engineers. Seconded by Commissioner Nickerson. Motion carried 3-0.**

Dave Mercier thanked the Board and clarified the scope of work: The project will include sampling and analysis of the influent, provide two different choices of treatment (no membranes as primary), and include a 30% design of the chosen process, allowing for an accurate cost estimate.  
The next steps will be final design, bid for construction and a Warrant Article of March of 2024.

**Motion to adjourn made by Commissioner Nickerson.  
Seconded by Commissioner Pim. Motion carried 3 – 0.**


**Meeting adjourned at 8:30 pm.**

Respectfully Submitted

Dennis W. Koch Jr.  
Water & Sewer Administrator

**Minutes approved:**

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Tom Dwyer, Chairman

  
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Marc Nickerson, Commissioner

  
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Scott Pim, Commissioner