

**Town of New Castle**  
**Water & Sewer Commission**  
**Agenda**  
**Thursday, January 18, 2024, 1:00PM**  
**Town Hall Conference Room**

**From:** Richard White, Chair

**To:** Board Members: Pam Cullen (SB Liaison); Carl Roediger, Vice Chair; Scott Stringham; Lorn Buxton; Larry Doyle; Steve Johnson; Jim Rini; Chris Robillard (PW Supr.)

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1. Public Questions
2. Individual Applications/Petitions
3. Review & Approve Minutes of December 21, 2023
4. Financials
  - a. Review, approve and sign checks.
  - b. Commitments approval
  - c. Accountant's report
5. Select Board's Report
  - a.
6. Superintendent's Report
  - a. 2023 "Big Ticket" purchases – 1 Item Left to Purchase Tripod / Safety
  - b. Water/Sewer Software Enhancements, Credit Card Payments, 98% Complete
  - c. Sewer Smoke Testing – PDF format
    - i. Develop Sample Letter to Homeowner's
  - d. Sewer Manhole Remediation Phase 1 – 2023 CWSRF Project
    - i. Summer 2024 Construction
    - ii. May 2024 Town Meeting Approval
    - iii. Engineering - Wetland Permits
    - iv. Engineering - Davis Bacon Contract & Buy American
  - e. Portsmouth Avenue Sewer Air Release Valve Replacement Update, waiting for MAC Construction, Winter Work – Scheduled?
  - f. Camera Piscataqua Street Sewer Main – Spring 2024, Cost?
  - g. Force Main Wrap Around Very Minor Leak under the Sawtelle Bridge
  - h. Cleaning of the grease at Quarterdeck Lane Pump Station – Billing WBTS Hotel
  - i. Storm Surge Inflows on Wednesday 1/10/24 & Saturday 1/13/24
7. New Business
  - a. FY 2023 Annual Town Report due by 2/24/2024
  - b. Steamboat Lane Pump Station

- i. New Access Ladder to drywell
  - ii. Submergible Pumps Upgrade
- 8. Continuing Business
  - a. Town's Masterplan – Water / Sewer Input
  - b. Ordinance Change – Water / Sewer Billing Cycles
    - i. Amendment to Section 5.4.1 Quarterly Billing
  - c. FYI 2025 Budget Schedule –
    - i. **1<sup>st</sup> Draft Due 1/18/2024**
    - ii. **Final Due 3/21/2024**
  - d. "Irons In The Fire" Monthly Spreadsheet
  - e. Underwood Engineering status updates:
    - i. Status report on the pump stations electrical project
    - ii. Water asset management plan
    - iii. Sewer asset management plan
      - 1. Sewer rate study proposal
    - iv. Sawtelle bridge force sewer main replacement design
  - f. Peirce Island Waste Water Treatment Facility – New Castle is Co-Permittee under U.S. EPA rules –
    - i. O&M Sewer Manual Requirements under PI WWTF NPDES Permit as a Co-Permittee
- 9. Any Other Business for the Board
  - a. February 2024 Meeting Date (02/15/2024 @ 1:00 PM)
- 10. Adjourn