

**Town of New Castle**  
**Water & Sewer Commission**  
**Agenda**  
**Thursday, November 16, 2023, 1:00PM**  
**Town Hall Conference Room**

**From:** Richard White, Chairman

**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 October 19, 2023
4. Financials
  - a. Review, approve and sign checks.
  - b. Commitments approval
  - c. Accountant's report
5. Selectman's Report
  - a.
6. Superintendent's Report
  - a. Sewer Smoke Testing – PDF format
  - b. 2023 "Big Ticket" purchases – 1 Item Left to Purchase Tripod / Safety
  - c. Sewer Manhole Remediation Phase 1 – 2023 CWSRF Project
    - i. 22 Each - Watertight Manhole Frames & Covers Replacements
    - ii. Need to Enter into an Agreement with NHDES for \$77,000 with \$19,250 Forgiveness
    - iii. Method of Payment for the remainder \$57,750
      1. As of September 2023, there is \$202,878 in the Sewer Capital Reserve.
    - iv. 2024 Construction Season – Prepare Bid Documents
    - v. This project will include the 3 SMH on Piscataqua Street.
  - d. NHDES Leak Detection Survey Grant – Applied & Waiting
  - e. Water/Sewer Software Enhancements, Credit Card Payments, 98% Complete
  - f. Portsmouth Avenue Sewer Air Release Valve Replacement Update, waiting for MAC Construction, Winter Work
  - g. Camera Piscataqua Street Sewer Main - 2024
7. New Business
  - a. Changes to Water / Sewer Billing Cycles
  - b. FYI 2024 Budget Schedule

- i. Sawtelle Bridge Force Main Report Phase Contract – Fully Executed (*See attachment*)
    - c.
      - i. Loan Forgiveness Details – Budget for Interest on Loan (*See attachment*)
    - d. “Irons In The Fire” Monthly Spreadsheet
  - 8. Continuing Business
    - a. 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
    - b. Revised Water Sewer Ordinance to add Pre-treatment of Industrial Waste / Grease Trap (*Requirement in the Wholesale Bulk Sewer Agreement with the City of Portsmouth*)
    - c. Revised Water Sewer Ordinance to add New / Modified / Re-Developed or Expanded Sewer Services (*Requirement in the Wholesale Bulk Sewer Agreement with the City of Portsmouth*)
    - d. Peirce Island Waste Water Treatment Facility – New Castle is Co-Permittee under U.S. EPA rules - *National Pollution Discharge Elimination System (NPDES) No. NH100234 (Portsmouth) and NHCO 010234 (New Castle)* – (*See Permit Attachment*)
      - i. Permit dates – Update?
      - ii. New Castle’s Sewer O&M Plan (*See attachment*)
9. Any Other Business for the Board
  - a. December 2023 Meeting Date (12/21/2023 @ 1:00 PM)
10. Adjourn