

TOWN OF SEABROOK

SELECTMEN' SMEETING

APRIL 27, 2020

Present: Theresa A. Kyle
Ella M. Brown
Aboul B. Khan
William Manzi

10:00AM

Mrs. Kyle opened the meeting at 10:30AM. She announced that the Memorial Day parade, Senior Day and the nuclear power plant drill have been cancelled.

MONTHLY MEETING - WATER SUPERINTENDENT

Curtis Slayton was present and briefly went through his report (see attached). He discussed how they are dealing with the COVID-19 situation in both the water and sewer departments. The workload has not gone down with this as they have started the painting project and paving is going on in town. He said starting next week they will be back to full staff with social distancing protocols.

There was discussion on the water tank painting project and the experience of the company that was selected.

MONTHLY MEETING - SEWER SUPERINTENDENT

Curtis Slayton was present and briefly went through his report (see attached).

Mr. Manzi said he has done a financial analysis of both the water and sewer departments and the gaps shown are due to only 3/4 of the year showing, but this coming year will be for a full fiscal year.

PREVIOUS MINUTES - MARCH 19 PUBLIC & NON-PUBLIC

MOTION: Ella M. Brown To adopt the minutes of
Second: Aboul B. Khan 3/19 public and non-
Unanimous public.

ABATEMENT

Harold Schrempf - 1B Whittier Drive - \$163.27

MOTION: Aboul B. Khan To approve and sign the
Second: Ella M. Brown abatement.
Unanimous

ABATEMENT REQUEST

Arthur & Charlotte Hatt - 41 Stacey Avenue

MOTION: Theresa A. Kyle To not approve request
 Second: Ella M. Brown per recommendation of
 Unanimous the water superintendent

15 ELDERLY EXEMPTIONS

MOTION: Theresa A. Kyle To approve and sign all
 Second: Ella M. Brown elderly exemptions.
 Unanimous

5 DISABILITY EXEMPTIONS

MOTION: Theresa A. Kyle To approve and sign all
 Second: Ella M. Brown disability exemptions.
 Unanimous

VETERAN EXEMPTION

Sang Huynh - 6 Forest Drive

MOTION: Theresa A. Kyle To approve and sign the
 Second: Ella M. Brown veteran exemption.
 Unanimous

WATER SERVICE APPLICATIONS

- David Deschenes - 17 Irene's Way
- J&J Patten Trust - 52 Weare Road - \$1300
- Salem Manufactured Homes LLC. - 182 Orchard Street - \$50
- Salem Manufactured Homes LLC. - 185 Orchard Street - \$50
- Paul Lepere - 463 A New Zealand Road - \$50

MOTION: Theresa A. Kyle To approve and sign all
 Second: Ella M. Brown water applications.
 Unanimous

SEWER SERVICE APPLICATIONS

- J&J Patten Trust - 52 Weare Road - \$800
- Salem Manufactured Homes LLC. - 182 Orchard Street - \$50
- Salem Manufactured Homes LLC. - 185 Orchard Street - \$50
- Paul Lepere - 463 A New Zealand Road - \$50

MOTION: Theresa A. Kyle To approve and sign all
 Second: Ella M. Brown sewer applications.
 Unanimous

ROUTE 1 PROJECT DISCUSSION

This is the widening project going to the Hampton Falls line. Mrs. Kyle said she is leaning towards approving but needs some additional information. She didn't like the way it was

presented originally however, after discussion she feels it would be a benefit to the town.

Mr. Manzi said they would like to hear from the town sooner rather than later but would be satisfied with positive feedback and the authorization of bringing back to the board for more definitive numbers and sending the contract to town counsel for review.

MOTION: Theresa A. Kyle
Second: Aboul B. Khan
Unanimous

To give a preliminary acceptance with town manager getting town counsel review and additional information discussed today on pertinent information and revisions in the contract.

AUTHORIZATION OF TAN

Mr. Manzi said the TAN is authorized by the board and only lasts for a year. Due to the circumstances we would request authorization earlier than usual with an increase in the credit limit. He said even though they have authorized a TAN for the past three years they have not had to utilize it. Mr. Khan commented that this is a credit line and if the town needs to utilize the funds it is paid back when the tax revenue comes in.

MOTION: Theresa A. Kyle
Second: Ella M. Brown
Unanimous

To authorize the town manager to continue with the application for the TAN with any expenditure used to come back before the board.

AMUSEMENT DEVICE LICENSE

Wal-Mart - 700-1 Lafayette Road

MOTION: Theresa A. Kyle
Second: Ella M. Brown
Unanimous

To approve and sign the amusement device license

Mrs. Kyle said she has received a lot of questions about the beach closure. She said there is one particular resident who continues to utilize the beach and defy the orders by the Governor and the board. He has given interviews to the press and continues to go in the water daily and she wants something done about it.

Mr. Khan said the individual she is speaking of is not on Seabrook beach it is actually in Hampton. Mrs. Kyle doesn't think he is down as far as Sun Valley but this should be looked into.

Mrs. Brown asked if they are waiting for the Governor's order before reopening the beach. She doesn't understand why they cannot make the beach for residents only. There was discussion on ways to open the beach just for residents. Mr. Khan commented that the police department does not have the resources to identify beachgoers as town residents.

Mr. Manzi said he has received a letter from the town attorney and will be able to give additional information once he has had a chance to review the document in its entirety. He said the order to stay at home expires on May 4 but feels the Governor will give guidance this week so we will follow the protocols that are laid out. Mr. Manzi said it is important to note that defining opening the beach is not what it used to be. This is going to be limited beach access with no umbrellas. You can go out for a short amount of time with less than 5 people.

There was discussion on summer residences and how Salisbury, MA is not turning water on for their summer residents. The Governor has asked if you come into NH from another state that you self-quarantine for two weeks.

Mr. Khan said next week is the planning board meeting and the BJ's project will be before them. As the water commissioners the board should look at this project. Mrs. Kyle said those issues should have been brought up at the planning board or the tech review committee.

Mr. Khan proposed a freeze to non-essential overtime and a freeze on hiring for any vacant positions without board approval until such a time when they are past the current situation. He would also like to hold off on big purchases such as vehicles until the end of the year when they can make better decisions on what is happening. Mrs. Kyle agrees and they shouldn't be spending until businesses are open and taxes are collected. Mr. Manzi said the police cruisers may have already been ordered but with all others they can implement immediately once the board makes the decision. He feels they are in a better fiscal position due to how our finances are set up on a calendar year.

MOTION: Aboul B. Khan
Second: Theresa A. Kyle
Unanimous

To hold discretionary
spending, freeze on non-
essential overtime and a

freeze on vacant
positions without board
approval.

Mr. Khan said he has a letter from Seabrook Elementary school with a request to plant trees at the school and town property and he would like to have the town manager bring recommendations to the board at the next meeting. Mrs. Kyle said right now they do not have the personnel to do this due to the crisis so until other issues have been resolved it should be held until a later time. She said the state may have grants that the town can explore.

Mr. Khan thanked all employees at the fire department, police department, DPW and town hall for all their work and hope to open sometime in the future. He thanked all the residents for what they are doing and supporting the town in this crisis. Mrs. Brown said she also wants the employees and residents to all stay safe.

Mr. Manzi said we had a couple hiccups in the beginning but we are up and running and broadcasting on channel 22. He thanked Brian Murphy who worked really hard on this. He thanked Kelly O'Connor who has been working really hard to keep town hall going.

The board will be meeting on May 4 via Zoom if needed but would have more to speak about on May 16. If there is any information on opening the beach they should meet on May 4 as the residents are eager for this information. Mr. Manzi said based on the calendar we should have some information by Wednesday and feels we could leave the meeting as open until we hear from the Governor. The May 4 meeting will be tentative with a decision to be made by mid-week.

Mr. Khan said the motions reflect approval of the board and agree to a rubber stamp for signature. Mrs. Kyle said she is not in favor of that as some documents are critical. Mr. Manzi said they could use digital signature they could affix themselves to the documents.

MOTION: Theresa A. Kyle
Second: Ella M. Brown
Unanimous

To adjourn the meeting
at 11:42AM.

Approved and endorsed

Aboul B. Khan, Clerk

Date: _____

TOWN OF SEABROOK BOARD OF SELECTMEN

AGENDA

April 27, 2020

Open Meeting at 10:00 A.M.

TURN CELL PHONES TO VIBRATE OR OFF PLEASE PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

- 1.) Senior Day – Cancellation
- 2.) Memorial Day Parade – Cancellation
- 3.) Nuclear Plant Drill - Cancellation

MEETING

- 1.) Monthly Meeting – Water & Sewer Superintendent
- 2.) Meeting – Chamber of Commerce – John Nyhan

NEW BUSINESS

- 1.) Question of approving previous minutes of March 19 public & non-public.
- 2.) Question of approving abatement for Harold Schrempf – 1B Whittier Drive - \$163.27.
- 3.) Question of review of abatement request for Arthur & Charlotte Hatt – 41 Stacey Avenue.
- 4.) Question of approving 15 elderly exemptions.
- 5.) Question of approving 5 disability exemptions.
- 6.) Question of approving veteran exemption for Sang Huynh – 6 Forest Drive.
- 7.) Question of approving water service applications for David Deschenes – 17 Irenes Way, J&J Patten Trust – 52 Weare Road, Salem Manufactured Homes LLC. – 182 & 185 Orchard Street and Paul Lepere – 463 A New Zealand Road.
- 8.) Question of approving sewer service applications for J&J Patten Trust – 52 Weare Road, Salem Manufactured Homes LLC. – 182 & 185 Orchard Street and Paul Lepere – 463 A New Zealand Road.
- 9.) Question of discussion on Route 1 project.
- 10.) Question of approving authorization for TAN.
- 11.) Question of approving amusement device license for Wal-Mart – 700-1 Lafayette Road.

QUESTIONS/COMMENTS

Board of Selectmen on any boards and/or committee meetings they have attended

Seabrook Water Department

PO Box 456
Seabrook, NH 03874
(603)-474-9921

MEMORANDUM

To: Board of Selectmen

Cc: William Manzi III; Town Manager

From: Curtis Slayton; Water Superintendent

Date: April 8, 2020

Subject: Monthly Report for January 20th to Date

Below is a list of activities ongoing and completed by the Water Department staff since the last report.

- Responded to 150 requests for service to include water turn on/off, inspections and meter repairs.
- Responded to 111 dig safe requests.
- 26,146,000 gallons of treated water was pumped into the distribution system in January, 24,482,000 gallons in February and 29,148,000 in March.
- In response to the COVID-19 threat the water and sewer department staff has been divided into two teams. Starting April 6th the first team will work two weeks on while the second team stays home following the governors stay at home order. These teams will rotate every two weeks until the threat has diminished. This is necessary to protect the daily operations of the departments and to provide for the basic needs of the community.
- The water tanks bid has been awarded to Worldwide Construction Corporation of Butler PA. Worldwide was the lowest responsible bidder at \$1,086,710.00 beating out six other bidding companies. Work will start on the 107 water tank at the end of April or the beginning of May.
- Wilson Controls LLC has replaced the Programmable Logic Controllers (PLC's) at the wells. Wilson Controls was awarded the work as the lowest responsible bidder at \$77,800.00. These upgrades were made possible by article 22 of the 2019 town warrant. We are just waiting for the final documentation to wrap this project up.
- Painted the inside of GPW #4 and the water treatment facility, cleaned and organized the water shop, oil changes completed on all small equipment (portable pumps generators and air compressors) and entered into maintenance software.

- Meter reads were completed the first of every month.
- Meter testing of small meters at well #5
- Bacteria samples were completed the first two weeks of the month
- Curbstop repairs at 62 Causeway St. 207 South Main St.
- Fixed gate boxes at RW wells 5.2 and GP Wells 1 and 2
- Brush cutting at wells 1 and 2
- Repaired fire system in the water treatment facility
- Snow removal water treatment facility and wells
- Locating and mapping of curbstops
- UCMR4 samples completed
- Specific capacity was done on bedrock well # 1, 3, 5.1 and 5.2
- Fence repairs including Hot Box on Foggs Lane
- Lawn mowers ready for the season
- Overflow screen on 286 water tank replaced

Respectfully submitted



Curtis Slayton, Water and Sewer Superintendent

SEABROOK WATER DEPARTMENT

Water Delivered

Year: 2020 Month: January

Gravel Packed Wells

1: 3,951,000

3: 445,000

7: 2,235,000

Plant: 19,515,000

Total: 26,146,000

Previous Month / Year Jan-19 Total 26,583,000

Previous Month / Year 2018-Jan Total 29,779,000

Respectfully submitted: George M. Eaton Chief Op

Date: 2/4/2020

SEABROOK WATER DEPARTMENT

Water Delivered

Year: 2020 Month: February

Gravel Packed Wells

1: 3,741,000

3: 2,424,000

7: 0

Plant: 18,317,000

Total: 24,482,000

Previous Month / Year February 19 Total 26,651,000

Previous Month / Year February 18 Total 26,576,000

Respectfully submitted: George M. Eaton Chief Op

Date: 3/3/2020

SEABROOK WATER DEPARTMENT

Water Delivered

Year: 2020 Month: March

Gravel Packed Wells

1: 4,374,000

3: 2,458,000

7: 15,000

Plant: 22,301,000

Total: 29,148,000

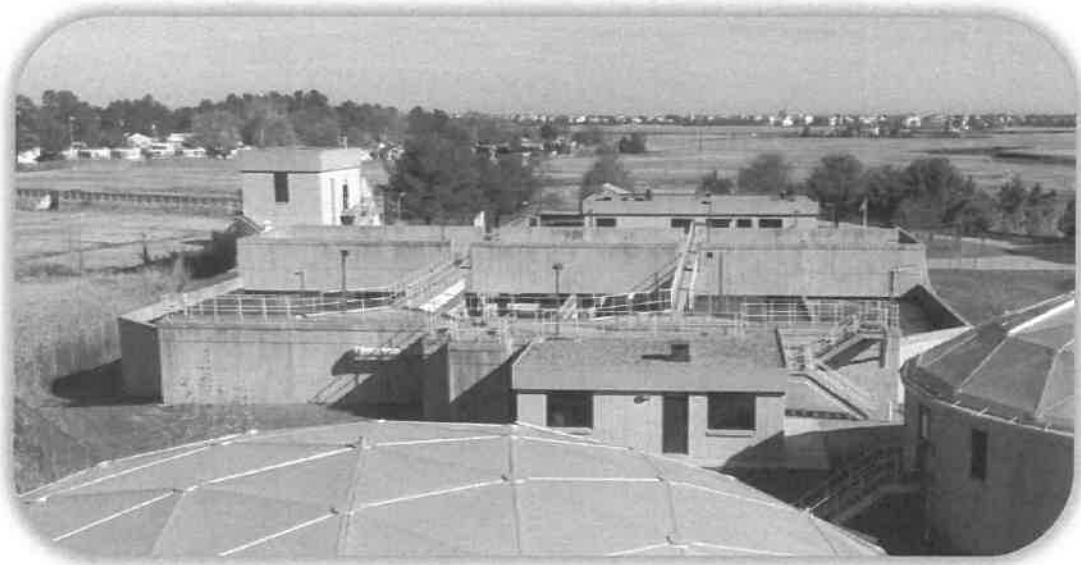
Previous Month / Year Mar-19 Total 27,351,000

Previous Month / Year Mar-18 Total 28,527,000

Respectfully submitted: George M. Eaton Chief Op

Date: 4/2/2020

**COLLECTION SYSTEM
CAPACITY, MANAGEMENT, OPERATIONS &
MAINTENANCE PROGRAM
2019 ANNUAL REPORT**



NPDES PERMIT No: NH0101303

MARCH 2020

**THE TOWN OF SEABROOK, NH
WASTEWATER DEPARTMENT
274 RTE 286 – WRIGHT'S ISLAND
SEABROOK NH 03874**

SECTION 1: Seabrook CMOM Program

A. CMOM Program and Collection System Overview

This annual report provides a summary of completed and planned activities for implementation of the Seabrook Collection System Capacity, Management, Operation, and Maintenance (CMOM) Plan. The Town's CMOM program is an on-going continuous effort to properly maintain the Seabrook NH collection system.

The Town of Seabrook owns and maintains approximately 50-miles of sanitary sewer collection system serving most of the Town's population. Within the collection system network are 75 simplex pumping stations (maintained by the Sewer Department on private property), 2 custom pump stations (Route 286 & Centennial Street), 3 major wastewater pumping stations (Route 107, Rocks Road, Route 1A), 18 minor (duplex) pumping stations, and 2 storm water drain stations. There are no combined sewers in Seabrook.

B. Goals of the CMOM Program

The primary goals of Seabrook's CMOM program are as follows:

1) Identification of Potential Overflow Sites

- a) Using the annual sewer inspection and flushing program we will continue to search for suspected or potential overflow sites within the sewer system including gravity sewers, manholes, pump stations and force mains

2) Inflow/Infiltration (I/I) Prevention

- a) Working with the Town's Planning Board, Building Department and through participation on the Technical Review Committee we will continue to monitor and inspect sewer construction activities in Town as new sewer extensions and building service connections are constructed
- b) Disconnect and/or redirect illegal sump pumps and roof down spouts that are found to be connected to the collection system.
- c) Monitor pump station flow trends to identify acute or chronic (extended) periods of extraneous flows in excess of average daily/monthly/yearly flows for each pump station and
- d) Continue with program of sending written notices to resident's whose services are found to be contributing extraneous flow to the sewer system as a result of sewer video inspections and routine maintenance of pump stations

3) Public Outreach/Public Education

- a) Provide town residents with information on the importance of wastewater treatment through our website and by increasing our social media presence. In 2020 we will increase efforts to educate the public on the importance of capital improvements and funding through our asset management program
- b) Continue the practice of responding to all homeowner requests for assistance with sewer system problems even if problems are suspected to rest solely with the homeowner.
- c) Use all of our outreach methods to educate on the importance of restricting private sources of extraneous inflow as well as providing guidance documentation on household flushing. In 2020 we will be working with the Water Dept. to distribute guidance documentation with the quarterly billing.

SECTION 2: Management Plan and Budget

A. Staffing

Staffing at the Seabrook Sewer Department includes: the Superintendent, Chief Operator, Collection System Foreman, Chief Mechanic, Lab Technician, IPP Coordinator, three (3) Operators, one (1) Mechanic, a Secretary and a Seasonal Laborer.

Each member of the WWTF and collection systems staff performs multiple duties related to the operation and maintenance of both facilities. The collection system Foreman oversees the maintenance and repairs of collection system components. The Foreman has at his disposal laborers, and operators to carry out the operation, maintenance, repair, and testing functions required to ensure reliable operation of the collection system. Independent contractors are used as needed.

The following positions were vacant and/or filled in 2019:

- **Superintendent:** Upon retirement of the Superintendent in March of 2019, the current Water Superintendent was appointed interim Superintendent of the Water & Sewer Dept. This appointment is still current to-date.
- **Chief Operator:** This position has been vacant since June 2019. The Town has been working to fill this position.
- **Operator(s):** There were several operator vacancies throughout 2019 with resignations, medical leaves and transfers; leaving the department at minimum staff levels at various points of the year. As of March 2020 all but one (1) operator position have been filled.
- **Lab Technician:** The lab technician was on medical leave for approximately 2 months (March-April) transferred to a DPW secretary position in August. This position was filled in September.

2019 was a remarkable year with the staffing changes and the Town is and has worked to fill vacancies as they occur. At this time, the department has been able to meet fundamental requirements and overall performance of the system. However, the vacancies and leaves of absence do impact the functioning of the department and efforts to complete all activities at a given time.

Training: All new staff members were provided with comprehensive in-house collection system training prior to being placed onto after hours emergency response duty. Additionally, a total of 4 existing and recently hires operators have attended formal Collection System training classes, have all recently passed the examination and have received Grade II NEWEA voluntary certifications.

B. Information Management

Information management at the facility includes a full Supervisory Control and Data Acquisition (SCADA) system that captures, and retains historic data on the collection system operation such as raw wastewater flow into the WWTF; pump station operations, alarms, loss of power; emergency generator run time (weekly exercise and emergency operation) and pump run time. Preventive maintenance activities pertaining to the collections system have been recorded using the GIS system. Including but not limited to: PS maintenance and repairs, manhole inspections, and flushing logs. All of this information is stored in a web-based system and is easily accessible through the PeopleGISQuickAsset (QA) tool. This tool provides staff the ability to create issue & complete asset work orders in the field. Staff can also add missing or incomplete asset information in real-time.

SECTION 2: Management Plan and Budget

Facility Repairs	\$22231
UPS Battery Replacements - Major PS	\$4365
Muffin Monster Replacement	\$16305
Pump Replacements (Several PS)	\$63411
Major Repairs to Pump Truck	\$12598
TOTAL	\$174,057.00

Specific line items within the 2019 annual budget related to maintenance include the following. As indicated in Table 2, these budgets are for the department and may include costs for both the collection system and the treatment plant.

Table II

Budget Line Item	2019 Budget
New Equipment	70,000
Equipment Maintenance	95,000
Engineering	20,000
Equipment Rental	5,000
Total Sewer Department Budget	\$2,002,343.00

D. Warrant Articles Presented in 2019

The following warrant articles were on the ballot for 2019 that are relevant to collection system maintenance activities:

Article #7: \$60,000 for the Asset Management Phase II - Vertical Assets- *Passed*

Article # 27: \$15,000 to replace the the Air Handling Unit in the dewatering building - *Passed*

SECTION 3: Annual Maintenance Program

Table III

STREET NAME	PIPE LENGTH
FOGGS LN	490
WWTF	245
ALISON DR	1035
RANDALL DR	669
BORDER WINDS AVE	2334
LEDGE RD	4145
FOLLY MILL RD	988
BATCHELDER RD	2309
AMY DR	400
WEARE RD	4046
MILL LN	1623
TOTAL FT	18284 ft

3.46 MILES

C. Industrial Pretreatment Activities

Our Industrial Pre-Treatment Department conducted a total of 109 physical inspections of the 50 hydro mechanical and gravity grease interceptors that discharge directly to the Seabrook sanitary sewer system, Issuing 1 violation notice for failure to properly maintain a grease interceptor to owners of food establishments.

Table IV

Permitting

Permit Class	Jan 2018	Gain/Loss	Violation	Jan 2019
1	5	0/0	0	5
2	7	0/0	0	7
3	85	5/3	2	87
Total	97	5/3	2	99

D. New Connections

The Seabrook Sewer Department approved 48 permit applications in 2019 including 16 new connections to the system. These new connections were all residential and were reviewed and inspected by the collections foreman.

E. 2020 Planned Collection System Maintenance Activities

For 2020 the Sewer Department has planned the following collection system maintenance and monitoring activities:

- Regular preventive maintenance activities at main pump stations with corrective maintenance as needed.
- Continued cross training of new staff members to become proficient in all aspects of the various department operations.

SECTION 4: Overflow Response

The Town of Seabrook experienced 4 reportable events in 2019.

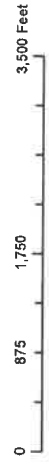
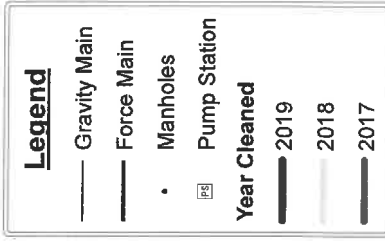
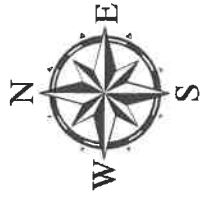
- 01/11/2019: Bio solid cake spill by sludge hauling company during pick-up
- 05/10/2019: Bio solid cake spill by sludge hauling company during pick-up
- 05/15/2019: Bio solid cake spill by sludge hauling company during pick-up

All of the above listed occurred on-site at the WWTF and were reported immediately and cleaned up without incident.

- 07/16/2019: The Sewer Dept. was notified that a 8" sewer line was broken by a contractor while making a connection to a new home at 85 Foggs Lane. The Sewer Dept. responded immediately with personnel, a pump truck and jet rodder to help with repair activities. The main was repaired on 07/16/2019 and the Sewer Dept staff returned the following day and a follow-up cleaning was performed. It is estimated that 100 gallons discharged into a 6' deep ditch. At no point during the repair did any wastewater migrate to any surface water or stormwater structure.

Attachment I
Flow History & Solids Table

Attachment II
Collection System Maintenance Map



**WASTEWATER COLLECTION SYSTEM:
2017-2019 ANNUAL MAINTENANCE SUMMARY
2019 CMOM ANNUAL REPORT**

**TOWN OF SEABROOK
NEW HAMPSHIRE**



Pepperrell Cove Marine

105 Bartlett St-Rear-Portsmouth, NH 03801

Ph: 603.373.6812 Fax: 603.373.6832

Info@pepcove.com

July 26, 2019

RE: Inspection of Seabrook outfall diffusers located at 42°52.485 070°48.483

Started at South end of outfall first diffuser at South end being #1

All diffusers were inspected before and after cleaning all notes written are after cleaning.

1. The first diffuser was repaired in 2017. Cleaned, not covered in rip rap. Duckbill was replaced. Pipe and duckbill in good condition.
2. Cleaned, covered in rip rap at base and all in good condition.
3. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
4. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
5. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
6. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
7. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
8. Cleaned base, covered in rip rap at base, pipe and duckbill in good condition.
9. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
10. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
11. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
12. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
13. Cleaned, base covered in rip rap, duckbill is missing, pipe in good condition.
14. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
15. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
16. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
17. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
18. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
19. Cleaned, base covered in rip rap, pipe and duckbill in good condition.
20. Final diffuser at south end flange bolts and nut badly deteriorated and need to be replaced.

This inspection was done off our dive vessel.

Jeffery Campbell, Dive Supervisor

Robson Portes, Diver who did all the underwater cleaning and inspections.

David Foster, Dive Tender

The cleaning was done with a pressure washer and wire brush, all pipes and duckbills were checked to see if they were intact and tight.

All information written was told by diver and seen on underwater video, just could not get machine to record.



TOWN OF SEABROOK
SEWER DEPARTMENT
274 RTE 286 • PO BOX 456
WRIGHT'S ISLAND
SEABROOK, NEW HAMPSHIRE 03874

REPORT OF THE SEWER DEPARTMENT

April 8, 2020

- In response to the COVID-19 Threat the water and sewer department staff has been divided into two teams. Starting April 6th the first team will work two weeks on while the second team stays home following the governors stay at home order. These teams will rotate ever two weeks until the threat has diminished. This is necessary to protect the daily operations of the departments and to provide for the basic needs of the community.
- Large gear reducer for screw pump was replaced and the electric motor was rebuilt.
- 184 preventative work orders were completed representing 117 hours of labor and a total cost of \$3,100
- 13 corrective work orders were completed representing 83 hours of labor and a total cost of \$18,000
- Replacement for polymer pump #1 is on order
- Wash boxes for press #1 are currently being rebuilt by sewer department staff.
- Toured Aero-Dynamics and Revolution Scientific
- Attended emergency management drill on March 4th
- Attended meeting with Unitil Gas Company at Stard Rd, Route 107 intersection.
- Ameresco toured the Wastewater facility to conduct an energy audit.
- Conference call with EPA and NHDES in regards to draft permit.
- NHDES webinar on COVID-19
- Pre construction meeting via video for CJ Bus Company.
- CMOM report completed and sent to EPA (attached)

Sincerely,

CURTIS SLAYTON

Water and Sewer Superintendent

Wastewater Pretreatment

Business verifications:

Verified 2 business locations. Updated files with corrections/additional information.

Food Service Establishments:

Inspected 1 food service establishments' grease interceptors; zero Notice of Violations.

Inspections:

Conducted 3 inspections to ensure dischargers adhered to permit requirements.

Renewal Notices:

Issued 21 renewal notices to an existing business.

Business License Applications:

Approved all license applications submitted (71).

Other:

02/11/20 Attended Technical Review Committee Meeting

Forwarded "Wipes" information to the Seabrook Middle School Maintenance Manager-Terry

02/25/20 Attended Pre Construction meeting-BJ Wholesale