

BOS AGENDA

For Web Publication





TOWN OF HENNIKER, NEW HAMPSHIRE
SELECTMEN & SEWER COMMISSIONERS
AGENDA

Place: Henniker Community Center 57 Main Street
Henniker, NH 03242

Tuesday March 5, 2024
6:15pm

I. 6:15 CALL TO ORDER REGULAR PUBLIC SESSION

II. PLEDGE OF ALLEGIANCE

III. ANNOUNCEMENTS

IV. CONSENT AGENDA

1) [Consent Agenda March 5, 2024](#)

V. PUBLIC COMMENT #1 – (For any comment by any Henniker resident on a topic. Request time limit, up to 3 minutes)

VI. APPOINTMENTS WITH THE BOARD

- 2) [Kay Reynolds & Gail Abramowicz – Volunteer Application, Azalea Park/Riverwalk Committee](#)
- 3) [Alison Mrohs, Chamber of Commerce – Non-Cash Donation Acceptance Request](#)
- 4) [Ruth Zax, Concert Committee – Special Event Permit Requests: Concert Series & Blues, Brews & BBQs](#)
- 5) [Sarah Keniston – Lions Club Community Center Rental and Fee Waiver](#)
- 6) [Johanna Hauptman - John Stark Wrestling Team Community Center Rental Fee Waiver Request](#)

VII. NEW BUSINESS

- 6) [James Donison, CSWW Supt. – Proposed Watermain Installation from Lot 380-A to Patterson Hill Road Right-of-Way.](#)
- 7) [Leo Aucoin, Highway Supt. – Bid Award Request, Road Widener/Shoulder Attachment](#)

VIII. CONTINUED BUSINESS

- 8) [Solar PILOT](#)
- 9) [Selectmen Schedule for Town School Elections](#)

IX. TABLED BUSINESS

- CVRC request for Ham radio repeater on Craney Hill Com Tower
- ARPA funding allocation
- Policies

- Personnel Policies – tabled 3/21/23 pending input from TA/Finance/HR

X. PAST MEETING MINUTES

- 10) [Board of Selectmen Meeting Minutes February 20, 2024, 6:15pm](#)
- 11) [Board of Selectmen Non-Public Session Minutes February 20, 2024, 8:49 p.m.](#)

XI. COMMUNICATIONS

- 12) Town Administrator Report
- 13) [Correspondence - Letters and Notices](#)
- 14) Selectmen Reports

XII. PUBLIC COMMENT #2 (For any comment by any Henniker resident on a topic. Request time limit, up to 3 minutes)

XIII. NON-PUBLIC – If Necessary Non-public Session 91-A:3 II a, b, c, d, or e

- 15) [PSNH/Eversource appeal RSA 91-A:3, II\(e\) Consideration or negotiation of pending claims or litigation...](#)

XIV. ADJOURNMENT

XV. UPCOMING DATES 2024

- March 6, 2024 – Henniker Community School Board Meeting @ 6:00 p.m.
- March 6, 2024 – Conservation Commission Meeting @ 7:00 p.m.
- March 7, 2024 – Azalea Park/Riverwalk Committee Meeting @ 4:30 p.m.
- March 12, 2024 – Town Election Day @ 7:00 a.m. – 7:00 p.m.
- March 12, 2024 – Town Clerk/Tax Collector’s Office CLOSED for Elections.
- March 12, 2024 – Concert Committee Meeting @ 6:30 p.m.
- March 13, 2024 – Economic Development Committee Meeting @ 3:00 p.m.
- March 13, 2024 – John Stark School Board Meeting @ 6:00 p.m.
- March 13, 2024 – Planning Board Meeting @ 6:00 p.m.
- March 16, 2024 – Town Meeting @ 1:00 p.m.
- March 18, 2024 – Budget Advisory Committee Meeting @ 4:30 p.m.
- March 18, 2024 – Energy Committee Meeting @ 5:30 p.m.
- March 19, 2024 – Cogswell Spring Water Works Commissioner Meeting @ 4:00 p.m.
- March 19, 2024 – Board of Selectmen Meeting @ 6:15 p.m.

Please see the town website www.henniker.org and bulletin boards for meeting dates, times, locations, and agendas. ([Calendar: Public Meeting + Holiday | Henniker, NH](#))

Visitor Orientation to the Town Selectman's Meeting

Welcome to this evening's Selectmen's meeting. Please note that the purpose of the meeting is for the Selectmen to accomplish its work within a qualitative timeframe. Meetings are open to the public, but public participation is limited. If you wish to be heard by the board, please note the "Public Comment" at the beginning and end of the meeting to speak about items on a meeting agenda and/or matters pertaining to the business of the Selectmen. In addition, public hearings may be scheduled for public comment on specific matters. Speakers must be residents of the Town of Henniker, property owners in the town of Henniker, and/or designated representatives of recognized civic organizations or businesses located in the Town of Henniker. When they are at the podium, speakers first need to recite their name and address for the record. Visitors should address their comments to the board and not to any individual member. Each speaker shall be provided with a single opportunity for comment, limited to three (3) minutes. Public forum shall be limited to fifteen (15) minutes. Visitors should not expect a response to their comments or questions since the Board may not have discussed or taken a position on a matter. Public Comment is not a two-way dialogue between speaker(s), Selectmen, and/or the Town Administrator. The Chair will preserve strict order and decorum at all Board of Selectmen meetings. Outbursts from the public are not permitted.

ANNOUNCEMENTS

CONSENT AGENDA



TOWN OF HENNIKER, NEW HAMPSHIRE
BOARD OF SELECTMEN & SEWER COMMISSIONERS
CONSENT AGENDA

Tuesday, March 5, 2024

Consent Agenda

- Item 1:** Payroll Check Register – February 28, 2024
- Item 2:** Accounts Payable Manifest – March 6, 2024
- Item 3:** Veterans’ Credit Application – Map/Lot 5D-155-E
- Item 4:** Town Clerk/Tax Collector – Administrative Abatements
- Item 5:** Authorization to Expend Funds from Town Owned Building Expendable Trust – Grange
- Item 6:** Authorization to Expend Funds from Town Technology Expendable Trust Fund – Fire Dept. Computers
- Item 7:** Authorization for Town Administrator to Approve Farmer’s Market Tasting Vendors
- Item 8:** Town Administrator Notification of Vacation Time

Board of Selectmen Approval:

_____	_____
_____	_____

*Please note that the Consent Agenda is subject to change until 4:00 pm, the day of a scheduled Selectmen’s Meeting.

TOWN OF HENNIKER
PAYROLL CHECK REGISTERS
DATE: FEBRUARY 28, 2024

WAGES: \$55,115.33
PAYROLL DEDUCTIONS: \$11,784.77
TOTAL: \$66,900.10

BOARD OF SELECTMEN APPROVAL

Kris Blomback Date

Scott Osgood Date

Bill Marko Date

Neal Martin Date

Jeff Morse Date

 2/27/24
Date

Treasurer Date

DEPARTMENTAL HOURS AND GROSS SUMMARY REPORT FOR TOWN OF HENNIKER
For 02/28/2024 to 02/28/2024

Pay Code	Regular Hours	Suppl. Hours	Regular Gross	OT Hours	OT Gross
SICK	43.00	0.00	1,657.65	0.00	0.00
USECOMP	10.75	0.00	380.44	0.00	0.00
VACATION	(32.25)	0.00	(1,324.72)	0.00	0.00
Totals:	423.00	0.00	12,953.10	26.00	1,082.30

Department: RESCUE RESCUE
Department Totals For: RESCUE

COMP OVER BASE	3.00	0.00	72.99	0.00	0.00
HOLIDAY	19.50	0.00	532.34	0.00	0.00
OVERTIME	0.00	0.00	0.00	20.00	637.80
REGULAR	294.25	0.00	7,097.01	0.00	0.00
VACATION	30.00	0.00	961.50	0.00	0.00
Totals:	346.75	0.00	8,663.84	20.00	637.80

Department: SW/GGB/P&P SOLID WASTE/GEN GOV BLDG/P&P
Department Totals For: SW/GGB/P&P

HOLIDAY	35.00	0.00	821.46	0.00	0.00
OVERTIME	0.00	0.00	0.00	7.50	255.18
REGULAR	143.00	0.00	3,337.19	0.00	0.00
Totals:	178.00	0.00	4,158.65	7.50	255.18

Department: TC/TX TOWN CLERK / TAX COLLECTOR
Department Totals For: TC/TX

HOLIDAY	16.00	0.00	418.26	0.00	0.00
REGULAR	32.00	0.00	638.72	0.00	0.00
SALARY	36.75	0.00	1,034.34	0.00	0.00
Totals:	84.75	0.00	2,091.32	0.00	0.00

Department: WELFARE WELFARE
Department Totals For: WELFARE

HOLIDAY	3.00	0.00	63.72	0.00	0.00
REGULAR	9.00	0.00	191.16	0.00	0.00
Totals:	12.00	0.00	254.88	0.00	0.00

Department: WWTP WASTE WATER TREATMENT PLANT
Department Totals For: WWTP

HOLIDAY	24.00	0.00	685.44	0.00	0.00
OVERTIME	0.00	0.00	0.00	8.00	366.78
REGULAR	96.00	0.00	2,741.76	0.00	0.00
Totals:	120.00	0.00	3,427.20	8.00	366.78

Grand Totals:

COMP OVER BASE	3.00	0.00	72.99	0.00	0.00
DISABILITY	0.00	0.00	534.69	0.00	0.00
EVENING OT	0.00	0.00	0.00	5.00	255.18
EVENING PAY	118.50	0.00	3,848.08	0.00	0.00
HOLIDAY	207.50	0.00	6,085.25	0.00	0.00
MIDNIGHT PAY	73.25	0.00	2,065.29	0.00	0.00
MILITARY LEAVE	7.75	0.00	183.60	0.00	0.00
OVERTIME	0.00	0.00	0.00	55.50	2,137.39
REGULAR	1,168.75	0.00	30,746.55	0.00	0.00
REGULAR OT	0.00	0.00	0.00	21.00	827.12
SALARY	158.00	0.00	5,948.52	0.00	0.00
SICK	45.25	0.00	1,770.36	0.00	0.00
STIPEND	0.00	0.00	480.77	0.00	0.00
USECOMP	12.75	0.00	433.24	0.00	0.00
VACATION	0.75	0.00	Adjustment (273.70)	0.00	0.00
Totals:	1,795.50	0.00	51,895.64	+ 81.50	3,219.69 = 55,115.33

Vendor	Item Code	GL Number	Amount
IRS - IRS PAYMENT			
	FITW	01-0000-2025-001	4,801.13
	SOCSEC_EE	01-0000-2025-001	2,526.19
	SOCSEC_ER	01-0000-2025-001	2,526.19
	MEDICARE_EE	01-0000-2025-001	780.91
	MEDICARE_ER	01-0000-2025-001	780.91

Invoice Total: 11,415.33

Sub Totals:

FITW	4,801.13
MEDICARE	1,561.82
SOCSEC	5,052.38

EMPOWER - EMPOWER RETIREMENT

EMPOWER	01-0000-2025-020	107.50
EMPOWER-ROTH	01-0000-2025-020	261.94

Invoice Total: 369.44

Sub Totals:

EMPOWER	107.50
EMPOWER-ROTH	261.94

Grand Totals:

Invoice Count: 2 11,784.77

Sub Totals:

EMPOWER	107.50
EMPOWER-ROTH	261.94
FITW	4,801.13
MEDICARE	1,561.82
SOCSEC	5,052.38


DEPARTMENTAL HOURS AND GROSS SUMMARY REPORT FOR TOWN OF HENNIKER
For 02/28/2024 to 02/28/2024

Pay Code	Regular Hours	Suppl. Hours	Regular Gross	OT Hours	OT Gross
Department: CODE CODE					
Department Totals For: CODE					
SALARY	18.00	0.00	485.57	0.00	0.00
Totals:	18.00	0.00	485.57	0.00	0.00
Department: CSWW CSWW					
Department Totals For: CSWW					
HOLIDAY	14.00	0.00	739.44	0.00	0.00
REGULAR	40.00	0.00	1,719.02	0.00	0.00
Totals:	54.00	0.00	2,458.46	0.00	0.00
Department: EXECUTIVE EXECUTIVE					
Department Totals For: EXECUTIVE					
HOLIDAY	24.00	0.00	771.63	0.00	0.00
REGULAR	53.50	0.00	1,280.63	0.00	0.00
SALARY	29.75	0.00	1,490.29	0.00	0.00
SICK	2.25	0.00	112.71	0.00	0.00
Totals:	109.50	0.00	3,655.26	0.00	0.00
Department: FINANCE FINANCE					
Department Totals For: FINANCE					
DISABILITY	0.00	0.00	534.69	0.00	0.00
HOLIDAY	8.00	0.00	332.48	0.00	0.00
SALARY	33.50	0.00	1,329.92	0.00	0.00
Totals:	41.50	0.00	2,197.09	0.00	0.00
Department: FIRE/RESCUE FIRE/RESCUE					
Department Totals For: FIRE/RESCUE					
REGULAR	54.00	0.00	1,187.76	0.00	0.00
STIPEND	0.00	0.00	480.77	0.00	0.00
Totals:	54.00	0.00	1,668.53	0.00	0.00
Department: HIGHWAY HIGHWAY					
Department Totals For: HIGHWAY					
HOLIDAY	48.00	0.00	1,323.20	0.00	0.00
OVERTIME	0.00	0.00	0.00	20.00	877.63
REGULAR	187.00	0.00	5,150.48	0.00	0.00
USECOMP	2.00	0.00	52.80	0.00	0.00
VACATION	3.00	0.00	89.52	0.00	0.00
Totals:	240.00	0.00	6,616.00	20.00	877.63
Department: LIBRARY LIBRARY					
Department Totals For: LIBRARY					
REGULAR	74.00	0.00	1,657.34	0.00	0.00
SALARY	40.00	0.00	1,608.40	0.00	0.00
Totals:	114.00	0.00	3,265.74	0.00	0.00
Department: POLICE POLICE					
Department Totals For: POLICE					
EVENING OT	0.00	0.00	0.00	5.00	255.18
EVENING PAY	118.50	0.00	3,848.08	0.00	0.00
HOLIDAY	16.00	0.00	397.28	0.00	0.00
MIDNIGHT PAY	73.25	0.00	2,065.29	0.00	0.00
MILITARY LEAVE	7.75	0.00	183.60	0.00	0.00
REGULAR	186.00	0.00	5,745.48	0.00	0.00
REGULAR OT	0.00	0.00	0.00	21.00	827.12

**TOWN OF HENNIKER
ACCOUNTS PAYABLE MANIFEST
DATE: MARCH 6, 2024**

TOTAL: \$111,868.40

BOARD OF SELECTMEN APPROVAL

Kris Blomback	Date
Scott Osgood	Date
Bill Marko	Date
Neal Martin	Date
Jeff Morse	Date
 Town Administrator	3/1/24 Date
Treasurer	Date



TOWN OF HENNIKER, NEW HAMPSHIRE

March 5, 2024

Selectmen's Office
*Administration, Finance,
Assessing, Planning,
Zoning & Building Permits*
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3221
Fx (603) 428-4366

Town Clerk / Tax Collector
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3240
Fx (603) 428-4366

**Transfer / Recycling Center
Parks and Properties**
18 Depot Hill Rd.
Henniker NH 03242
Physical: 1393 Weare Rd.
Ph (603) 428-7604

Cogswell Spring Water Works
146 Davison Rd.
Henniker NH 03242
Ph (603) 428-3237
Fx (603) 428-3362

Wastewater Treatment Plant
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-7215
Fx (603) 428-8312
Physical: 199 Ramsdell Rd.

Highway
18 Depot Hill Rd.
Henniker NH 03242
Physical: 209 Ramsdell Rd.
Ph (603) 428-7200
Fx (603) 428-7200

Police
340 Western Ave.
Henniker NH 03242
Ph (603) 428-3213
(Dial 911 for an Emergency)
Fx (603) 428-7509

Fire & Rescue
216 Maple St.
Henniker NH 03242
Ph (603) 428-7552
(Dial 911 for an Emergency)
Fx (603) 428-7628

Administrative Abatements:

To the Collector of Taxes.

By vote of the Board of Selectmen upon the application of: Please see attached list.

Cause of Abatement: 1) Eight delinquent tax notices in the amount of \$8.58

2) 2021-2022 tax liens for lot 9-619-65 (Keyser Pond Campground) in the amount of \$409.33. (Owner no longer at campground)

We have abated the specified amounts listed on the attached page totaling \$ 417.91.

Per Order:

Board of Selectmen

March 5, 2024

Delinquent Tax Notices with small amounts due.

C. Amsden 5C 397 F3	\$0.08	
B. Cohen 8 586	\$0.16	
J. Connor 5D 236 A	\$0.46	
D. Fifield 6 318 P101A	\$0.57	
Henniker 5D 509 A	\$3.16	
N. Kind 8 583 K	\$0.53	(Previously billed A. Malila)
T. Kupper 5D 467	\$1.34	
J. Margeson 5D 149	\$2.28	

Liens for campers that have moved without paying:

N. Woods 9 619 65	\$409.33 (2021-2022 liens)
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Town of Henniker

18 Depot Hill Rd

Henniker, NH 03242

Office Hours

Monday, Wednesday & Friday 8:00am to 4:00pm

Tuesday 10:00am to 6:00pm Thursday Closed

(603) 428-3240

AMSDEN CATHERINE E
388 WESTERN AVE UNIT F3
HENNIKER, NH 03242

**OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES**

Friday, February 16, 2024

All past due taxes and liens are listed below. For each, the tax and interest as of 04/17/2024 are listed. To avoid the initiation of the Tax Lien Process and associated additional expenses, you should pay the total amount due (tax and interest) on or before 04/17/2024 by 4:00 pm for all levies listed not already liened. Levies with "L" after the year were previously liened.

Please contact us for the revised amount due if payment is made before or after 04/17/2024.

This notice is based on tax records as of 02/16/2024. Please notify us as soon as possible if you believe the information is not correct. Your cooperation is appreciated.

Please pay using separate checks for Property Tax and each Utility.
Property tax payable to Town of Henniker
Water payable to CSWW
Sewer payable to HWWT

Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2023S22	388-F WESTERN AVE	00005C 000397 0000F3	\$ 0.08	8%	\$ 0.00	\$ 0.08
			\$ 0.08		\$ 0.00	\$ 0.08

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 04/17/2024)

Total Per Diem: \$ 0.0000



Collector of Taxes
Deborah C. Aucoin

Town of Henniker
Total Due for COHEN BENJAMIN J

Interest as of 3/5/2024

Includes Only Unpaid Invoices

Current Owner	Warrant	PID	Location	Per Diem	Principal	Int/Pen	Amount Due
COHEN BENJAMIN J	2023P02005105	000008 000586 000000	27 CRANEY HILL RD	\$ 0.0000	\$ 0.16	\$0.00	\$0.16
Totals :				\$ 0.0000	\$ 0.16	\$0.00	\$0.16

Town of Henniker

18 Depot Hill Rd

Henniker, NH 03242

Office Hours

Monday, Wednesday & Friday 8:00am to 4:00pm

Tuesday 10:00am to 6:00pm Thursday Closed

(603) 428-3240

CONNOR JEFFREY S
298 RUSH ROAD
HENNIKER, NH 03242

OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES

Friday, February 16, 2024

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Please pay using separate checks for Property Tax and each Utility.
Property tax payable to Town of Henniker
Water payable to CSWW
Sewer payable to HWWT

Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2023W12	298 RUSH RD	00005D 000236 00000A	\$ 0.44	8%	\$ 0.02	\$ 0.46
			\$ 0.44		\$ 0.02	\$ 0.46

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 04/17/2024)

Total Per Diem: \$ 0.0001



Collector of Taxes
Deborah C. Aucoin

Town of Henniker

18 Depot Hill Rd

Henniker, NH 03242

Office Hours

Monday, Wednesday & Friday 8:00am to 4:00pm

Tuesday 10:00am to 6:00pm Thursday Closed

(603) 428-3240

**FIFIELD DUSTIN
FIFIELD SARAH
485 PEMBROKE RD
SUNCOOK, NH 03275**

**OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES**

Friday, February 16, 2024

All past due taxes and liens are listed below. For each, the tax and interest as of 04/17/2024 are listed. To avoid the initiation of the Tax Lien Process and associated additional expenses, you should pay the total amount due (tax and interest) on or before 04/17/2024 by 4:00 pm for all levies listed not already liened. Levies with "L" after the year were previously liened.

Please contact us for the revised amount due if payment is made before or after 04/17/2024.

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Please pay using separate checks for Property Tax and each Utility.
Property tax payable to Town of Henniker
Water payable to CSWW
Sewer payable to HWWT

Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2023P02	101A SPACIOUS SKIES CAMP	000006 000318 0P101A	\$ 0.55	8%	\$ 0.02	\$ 0.57
			\$ 0.55		\$ 0.02	\$ 0.57

<u>LEVY YEAR TAX TYPE INFORMATION</u>		
B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 04/17/2024)

Total Per Diem: \$ 0.0001



Collector of Taxes
Deborah C. Aucoin

Town of Henniker

18 Depot Hill Rd

Henniker, NH 03242

Office Hours

Monday, Wednesday & Friday 8:00am to 4:00pm

Tuesday 10:00am to 6:00pm Thursday Closed

(603) 428-3240

**HENNIKER TOWN OF
HIGHWAY GARAGE
18 DEPOT HILL RD
HENNIKER, NH 03242**

**OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES**

Friday, February 16, 2024

All past due taxes and liens are listed below. For each, the tax and interest as of 04/17/2024 are listed. To avoid the initiation of the Tax Lien Process and associated additional expenses, you should pay the total amount due (tax and interest) on or before 04/17/2024 by 4:00 pm for all levies listed not already liened. Levies with "L" after the year were previously liened.

Please contact us for the revised amount due if payment is made before or after 04/17/2024.

This notice is based on tax records as of 02/16/2024. Please notify us as soon as possible if you believe the information is not correct. Your cooperation is appreciated.

Please pay using seperate checks for Property Tax and each Utility.
Property tax payable to Town of Henniker
Water payable to CSWW
Sewer payable to HWWT

Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2022W12	209 RAMSDELL RD	00005D 000509 00000A	\$ 2.84	8%	\$ 0.32	\$ 3.16
			\$ 2.84		\$ 0.32	\$ 3.16

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 04/17/2024)

Total Per Diem: \$ 0.0006



Collector of Taxes
Deborah C. Aucoin

Town of Henniker
Total Due for KIND NATHALIE

Interest as of 3/5/2024

Includes Only Unpaid Invoices

Current Owner	Warrant	PID	Location	Per Diem	Principal	Int/Pen	Amount Due
KIND NATHALIE	2023P01018101	000008 000583 00000K	122 SNOWSHOE RD	\$ 0.0001	\$ 0.50	\$0.03	\$0.53
Totals :				\$ 0.0001	\$ 0.50	\$0.03	\$0.53

Billed Ashley L. Malila
previous owner 122 Snowshoe rd

Town of Henniker

18 Depot Hill Rd

Henniker, NH 03242

Office Hours

Monday, Wednesday & Friday 8:00am to 4:00pm

Tuesday 10:00am to 6:00pm Thursday Closed

(603) 428-3240

**KUPPER THEODORE
PO BOX 752
HENNIKER, NH 03242**

**OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES**

Friday, February 16, 2024

All past due taxes and liens are listed below. For each, the tax and interest as of 04/17/2024 are listed. To avoid the initiation of the Tax Lien Process and associated additional expenses, you should pay the total amount due (tax and interest) on or before 04/17/2024 by 4:00 pm for all levies listed not already liened. Levies with "L" after the year were previously liened.

Please contact us for the revised amount due if payment is made before or after 04/17/2024.

This notice is based on tax records as of 02/16/2024. Please notify us as soon as possible if you believe the information is not correct. Your cooperation is appreciated.

Please pay using separate checks for Property Tax and each Utility.
Property tax payable to Town of Henniker
Water payable to CSWW
Sewer payable to HWWT

Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2023S21	74 WATER ST	00005D 000467 000000	\$ 1.26	8%	\$ 0.08	\$ 1.34
			\$ 1.26		\$ 0.08	\$ 1.34

<u>LEVY YEAR TAX TYPE INFORMATION</u>		
B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 04/17/2024)

Total Per Diem: \$ 0.0003



Collector of Taxes
Deborah C. Aucoin

Town of Henniker

18 Depot Hill Rd

Henniker, NH 03242

Office Hours

Monday, Wednesday & Friday 8:00am to 4:00pm

Tuesday 10:00am to 6:00pm Thursday Closed

(603) 428-3240

MARGESON JOHN
MARGESON SANDRA J
PO BOX 524
HENNIKER, NH 03242

**OFFICE OF THE TAX COLLECTOR
NOTICE OF DELINQUENT TAXES**

Friday, February 16, 2024

All past due taxes and liens are listed below. For each, the tax and interest as of 04/17/2024 are listed. **To avoid the initiation of the Tax Lien Process and associated additional expenses, you should pay the total amount due (tax and interest) on or before 04/17/2024 by 4:00 pm for all levies listed not already liened.** Levies with "L" after the year were previously liened.

Please contact us for the revised amount due if payment is made before or after 04/17/2024.

This notice is based on tax records as of 02/16/2024. Please notify us as soon as possible if you believe the information is not correct. Your cooperation is appreciated.

Please pay using separate checks for Property Tax and each Utility.
Property tax payable to Town of Henniker
Water payable to CSWW
Sewer payable to HWWT

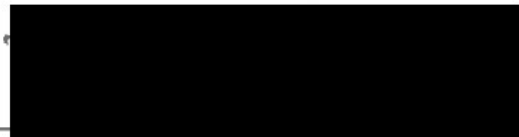
Levy Year	Property Location	Map Lot Sub	Tax Amount	Int Rate	Int/Pen	*Total Due
2023W11	126 FAIRVIEW AVE	00005D 000149 00000B	\$ 2.12	8%	\$ 0.16	\$ 2.28
			\$ 2.12		\$ 0.16	\$ 2.28

LEVY YEAR TAX TYPE INFORMATION

B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

(*Total Due Amounts as of 04/17/2024)

Total Per Diem: \$ 0.0005



Collector of Taxes
Deborah C. Aucoin

Town of Henniker
Total Due for HENRY, KEVIN

Interest as of 2/20/2024

Includes Only Unpaid Invoices

Current Owner	Warrant	PID	Location	Per Diem	Principal	Int/Pen	Amount Due
HENRY, KEVIN	2022L01000116	000009 000619 000065	65 KEYSER POND	\$ 0.0504	\$ 131.32	\$38.65	\$169.97
HENRY, KEVIN	2021L01000105	000009 000619 000065	OLD CONCORD RD	\$ 0.0672	\$ 175.12	\$62.59	\$237.71
Totals :				\$ 0.1176	\$ 306.44	\$101.24	\$407.68

Nicholas Woods
 Carnanne

80 Hilliard Rd
 Chichester, NH
 03258

OWNER INFORMATION		SALES HISTORY				PICTURE
WOODS NICHOLAS		Date	Book	Page	Type	
WOODS CARRIANNE		01/19/2021	0	KEYS	U V 99	
80 HILLIARD RD		04/01/2020	0	0	U V 99	
CHICHESTER, NH 03258		08/01/2019	0	0	U V 99	
		04/01/2019	0	0	U V 99	
		04/01/2018	KEYS	0	U V 99	
LISTING HISTORY		NOTES				
04/21/22	ERPR	MIDAS 2000 EST YB 1981 8X26 13: 8X22 SCREENED PORCH ADDED NH				
04/13/21	RD14	PLATE EXPIRED 3/2012 ON RV 2014-2017: NO CHANGE TO INVENTORY 2018:				
07/31/20	VS14	NO CHANGE TO INVENTORY, ADJ FSP COND 2019: NO PLATE 2020: NC				
04/15/20	CW98	2021: NC; 4/22 NO PLATE; NC;				
04/10/19	BL98					
05/15/18	BL98					
04/25/17	GH98					
04/27/16	GH98					

EXTRA FEATURES VALUATION								MUNICIPAL SOFTWARE BY AVITAR			
Feature Type	Units	Lngh x Width	Size Adj	Rate	Cond	Market Value	Notes				
PORCH	176	8 x 22	151	15.00	50	1,993	Year: 2012/AVE	HENNIKER ASSESSING OFFICE			
							2,000				
PARCEL TOTAL TAXABLE VALUE								Year	Building	Features	Land
								2020	\$ 0	\$ 4,000	\$ 0
								Parcel Total: \$ 4,000			
								2022	\$ 2,000	\$ 2,000	\$ 0
								Parcel Total: \$ 4,000			

ARCHIVED 2022 CARD

LAND VALUATION				LAST REVALUATION: 2022			
Zone: RES NEIGHBORHOOD	Minimum Acreage: 2.00	Minimum Frontage: 200		Site: AVERAGE	Driveway:	Road:	
Land Type: 1F RES	Neighborhood: E			Cond	Ad Valorem	SPI	R Tax Value Notes
<div style="display: flex; justify-content: space-between; align-items: center;"> _____ _____ </div> <p>0 ac</p>							

PICTURE



OWNER

WOODS NICHOLAS
WOODS CARRIANNE
80 HILLIARD RD
CHICHESTER, NH 03258

TAXABLE DISTRICTS

District Percentage

BUILDING DETAILS

Model: 1.00 STORY CAMPER
Roof: FLAT/METAL/TIN
Ext: PREFIN METAL
Int: WALL BOARD
Floor: LINOLEUM OR SIM
Heat: GAS/FA NO DUCTS

Bedrooms: 1 Baths: 1.0 Fixtures:
Extra Kitchens: Fireplaces:
A/C: No Generators:

Quality: A0 AVG

Com. Wall:

Size Adj: 1.5242

Base Rate: MRV 80.00

Bldg. Rate: 1.2803

Sq. Foot Cost: \$ 102.43

PERMITS

Date Project Type Notes

BUILDING SUB AREA DETAILS

ID	Description	Area	Adj.	Effect.
FFF	FST FLR FIN	208	1.00	208
PRS	PIERS	208	-0.05	-10
GLA:	208	416		198

ARCHIVED 2022 CARD



2022 BASE YEAR BUILDING VALUATION

Market Cost New:		\$ 20,281
Year Built:		1981
Condition For Age:	GOOD	85 %
Physical:	COND	5 %
Functional:		
Economic:		
Temporary:		
Total Depreciation:		90 %
Building Value:		\$ 2,000

Henniker Board of Selectmen
Authorization to Expend Funds from
Expendable Trust Funds

Date: 3/5/24

Requestor: Diane Kendall, Town Administrator

Funds to be expended from: Town Owned Building Expendable Trust

Authority: Board of Selectmen agents to expend

Expenditure Purpose: Replace water heater at the Grange

Amount Requested: \$1,614.54

Additional Notes: Leak reported. Old water heater rusted and not repairable.

Authorization: By way of Consent Agenda, the Henniker Board of Selectmen hereby authorizes the expenditure of \$1,614.54 from the Town Owned Building Expendable Trust for the purpose of funding unforeseen operations and maintenance expenditures.

And the Board of Selectmen request disbursement from Trustees of Trust Funds from the Expendable Trust of which they are agents to expend to reimburse the General Fund.

Chairman Signature: _____

Date: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

**Henniker Board of Selectmen
Authorization to Expend Funds from
Expendable Trust Funds**

Date: March 6, 2024

Requestor: Finance Department

Funds to be expended from: Town Technology Expendable Trust Fund

Authority: Board of Selectmen agents to expend

Expenditure Purpose: Three new Fire Department computers

Amount Requested: \$ 3,027.00

Additional Notes:

Authorization: By way of Consent Agenda, the Henniker Board of Selectmen hereby authorizes the expenditure of \$3,027.00 from the Town Technology Expendable Trust Fund for the purpose of three new computers.

And the Board of Selectmen request disbursement from Trustees of Trust Funds from the Expendable Trust of which they are agents to expend to reimburse the General Fund.

Chairman Signature: _____

Date: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

Signature: _____

Date: _____

Signature: _____

Date: _____



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

CONSENT AGENDA

DATE: 3/5/2024

TITLE: NH Liquor Commission – Farmers Market Wine Tasting

INITIATED BY: Coffin Cellars Winery

PREPARED BY: Diane Kendall, Town Administrator

LEGAL: NH Liquor Commission

DESCRIPTION: Authorize TA as agent for Town for Farmer’s Market Tasting Vendors

ACTION: By Consent

The Henniker Selectboard authorizes Town Administrator Diane Kendall as agent for the town to approve vendors for farmers markets and Henniker Handmade and Homegrown and other approved events.

Kris Blomback

Scott Osgood

Bill Marko

Neal Martin

Jeff Morse



NEW HAMPSHIRE LIQUOR COMMISSION

Please submit form to:
 New Hampshire Liquor Commission
 50 Storrs Street, Concord, NH 03301
 603-271-3521

License & Fee required before operating

<i>For NHLC Use Only</i>	
Date Received:	
Date Approved:	
CFS:	
Approved By:	

FARMERS MARKET

BUSINESS INFORMATION

Business Name Coffin Cellars Winery		Trade Name Coffin Cellars Winery		License Number [REDACTED]	
[REDACTED]		City Webster	State NH	Zip Code 03303	
Business Phone Number [REDACTED]		Business Email [REDACTED]			
Requesting Agent Name Peter Austin		Requested License Type Retail		Date Requested 2/27/24	

MARKET INFORMATION

Name/Location of Market Henniker NH farmers market. Henniker Hand Made					
Street Address Where Market is Being Held community park 57 main st.			City Henniker	State NH	Zip Code 03242
Date From 5/1/24	Date To 9/30/24	Time From 9 am	Time To 4 pm		
Days of the Week Sunday <input checked="" type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input checked="" type="checkbox"/>					

Attach/Include Diagram (Required Only for Tastings)

Sign and print this form (or digitally forward) and have it signed by City/Town Official where the Farmers' Market is being held.
 Once signed, please email form to: ENFaudit@liquor.nh.gov.

-----City/Town Use Only Below-----

CITY / TOWN APPROVAL

The City/Town of: Henniker	
Governing Body, or other Appointed Designee, hereby approves: Coffin Cellars Winery to attend the Farmers Market for:	
Name Authorized Agent for City/Town	Title of Authorized Agent for City/Town
Date Signed	Signature of Authorized Agent for City/Town



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

CONSENT AGENDA

DATE: 3/5/2024

TITLE: Town Administrator Notification of Vacation Time

INITIATED BY: Diane Kendall, Town Administrator

PREPARED BY: Diane Kendall, Town Administrator

DESCRIPTION: Per agreement this memo is to notify the Board of my intent to take 3 or more consecutive vacation days: March 20-22 and 25-29. The office will be adequately staffed during this time. I will be tm available by cell phone for emergency.

Acknowledgement:

Kris Blomback

Scott Osgood

Bill Marko

Neal Martin

Jeff Morse

APPOINTMENTS WITH THE BOARD



TOWN OF HENNIKER APPOINTMENT

To **Kay Reynolds**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of *Kay Reynolds*, appointing her as a Volunteer Member of the *Azalea Park/Riverwalk Committee* until September 1, 2027.

BOARD OF SELECTMEN:

_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____



Town of Henniker
18 Depot Hill Road
Henniker, NH 03242
Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

Received by
TOWN OF HENNIKER

FEB 21 2024

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / COMMISSION: Azalea Park

This is my first time volunteering for this position

I am reapplying for this position

NAME (as it should appear): Kay Reynolds

FULL NAME: Kathryn Reynolds

PHONE:

PHYSICAL ADDRESS:

MAILING ADDRESS:

EMAIL ADDRESS:

Why are you seeking this appointment?

To represent the Henniker Beautification Alliance

What experience would you bring to this position?

Working with the HBA has given me insight into the town's beauty and my desire to help in this way.

Do you have any specific goals or objectives you would seek to implement if you were appointed to this position?

TO put in my thoughts objectively

SIGNATURE

Date:

2/21/24



TOWN OF HENNIKER APPOINTMENT

To **Gail Abramowicz**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of *Gail Abramowicz*, appointing her as a Volunteer Member of the *Azalea Park/Riverwalk Committee* until September 1, 2027.

BOARD OF SELECTMEN:

_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____



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Received by
 TOWN OF HENNIKER

MAR 05 2024

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / COMMISSION: AZOLEA PARK

This is my first time volunteering for this position

I am reapplying for this position

NAME (as it should appear):

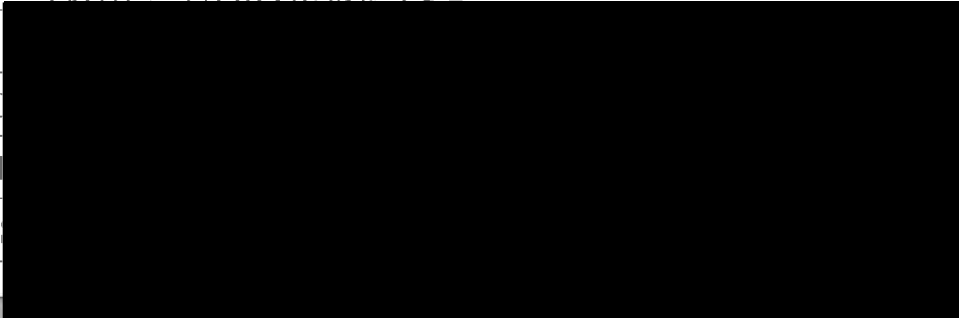
FULL NAME: GAIL ABRAMOWICZ

PHONE:

PHYSICAL ADDRESS:

MAILING ADDRESS:

EMAIL ADDRESS:



Why are you seeking this appointment?

I was asked by Susan Adams, as I have helped with Clean up day in the past. And I am now retired so I have more time + less face time with people so this covers both why to be involved at this time.

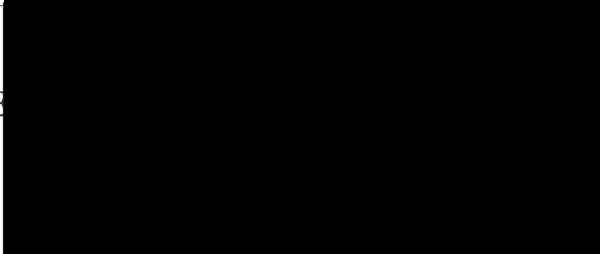
What experience would you bring to this position?

Interest in preserving an important area of Henniker, I have also kayaked the river and it would be a shame to have it (the embankment) fall into the river.

Do you have any specific goals or objectives you would seek to implement if you were appointed to this position?

To help where I can, to assist in obtaining resources to maintain the park, and safety of people who come to enjoy it.

SIGNATURE



Date: 3/5/24



TOWN OF HENNIKER APPOINTMENT

To **Gail Abramowicz**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of *Gail Abramowicz*, appointing her as a Volunteer Member of the *Azalea Park/Riverwalk Committee* until September 1, 2027.

BOARD OF SELECTMEN:

_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____



Town of Henniker
 18 Depot Hill Road
 Henniker, NH 03242
 Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

Received by
 TOWN OF HENNIKER

MAR 05 2024

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / COMMISSION: AZOLEA PARK

This is my first time volunteering for this position

I am reapplying for this position

NAME (as it should appear):

FULL NAME: GAIL ABRAMOWICZ

PHONE:

PHYSICAL ADDRESS:

MAILING ADDRESS:

EMAIL ADDRESS:

Why are you seeking this appointment?

I was asked by Susan Adams, as I have helped with Clean up day in the past. And I am now retired so I have more time + less face time with people so this covers both why to be involved at this time.

What experience would you bring to this position?

Interest in preserving an important area of Henniker, I have also kayaked the river and it would be a shame to have it (the embankment) fall into the river.

Do you have any specific goals or objectives you would seek to implement if you were appointed to this position?

To help where I can, to assist in obtaining resources to maintain the park, and safety of people who come to enjoy it.

SIGNATURE:

[Redacted Signature]

Date: 3/5/24



Town Hall
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Henniker, NH 03242

Tel: (603) 428-3221
Fax: (603) 428-4366

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 3/5/2024

TITLE: Accept Bench Donations Henniker Chamber of Commerce

INITIATED BY: Alison Mrohs, Henniker Chamber of Commerce

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Alison Mrohs, Henniker Chamber of Commerce

AGENDA DESCRIPTION: Board to accept donation of up to 2 benches.

LEGAL AUTHORITY: [RSA 39:95-e](#)

FINANCIAL DETAILS: labor and materials to install >\$200

BACKGROUND: NexTrex plastic film recycling challenge program joint effort of the Chamber of Commerce and Henniker Lions Club.

TOWN ADMINISTRATOR COMMENT: Old wooden benches in Woodman Park were removed for safety. The donation could be used as a replacement. Per RSA 93:95-e, for gifts with a value of less than \$5,000, a public hearing on the proposed acceptance shall be at the discretion of the selectmen. If no public hearing is held, the board of selectmen or board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of selectmen at which such gift is discussed. The acceptance of gifts under this paragraph shall be made in public session of any regular board of selectmen meeting.

SUGGESTED ACTION/MOTION:

Motion to accept up to 2 benches and authorize the Parks and Property Department to install the bench on town property.



Town of Henniker, NH
Non-Cash Donation Acceptance

Received by
TOWN OF HENNIKER

FEB 22 2024

SELECTMEN'S OFFICE

First Name Alison Last Name Mrohs

Organization Name Henniker Chamber of Commerce

Address [REDACTED]

Home Phone [REDACTED]

Proposed Non-Cash Donation Description: (please attach photos or other supporting information)

Same identical Trex bench as the two in front of Town Hall installed in 2022, placement tbd, installation by Parks & Properties Dept. Bench features comfortably arched back, contoured seat, and handle in headrest. Weight tested up to 300 lbs. per seat. Constructed of genuine POLYWOOD® lumber, an infinitely recyclable material made from recycled and reusable plastic. Durable HDPE lumber gives the look of painted wood without the maintenance. HDPE lumber will not crack, chip, peel, splinter, or absorb moisture. No painting, staining, or sealing required. Marine-grade quality hardware. Cleans easily with soap, water, and a soft-bristle brush. Colors coordinate beautifully with Trex® decking and railing. UV-inhibited colors continuously throughout the HDPE material. 20-year residential warranty; 3-year commercial warranty. Made in the USA. Assembly required.

Proposed Non-Cash Donation Value: \$ \$359.00 (Raised by Lions Club members sorting thousands of pounds of plastic wrap out of the town trash stream.)

Other Information <https://www.trexurniture.com/yacht-club-forty-eight-inch-bench.html>

Section 31:95-e

31:95-e Acceptance of Personal Property Donated to Towns and Village Districts. –

I. Any town or village district at an annual meeting may adopt an article authorizing the board of selectmen or board of commissioners to accept gifts of personal property, other than money, which may be offered to the town or village district for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town or village district meeting.

II. *Prior to the acceptance of any such gift with a value of \$5,000 or more, the selectmen or board of commissioners shall hold a public hearing on the proposed acceptance. For gifts with a value of less than \$5,000, a public hearing on the proposed acceptance shall be at the discretion of the selectmen or board of commissioners. If no public hearing is held, the board of selectmen or board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of selectmen or board of commissioners meeting at which such gift is discussed. The acceptance of gifts under this paragraph shall be made in public session of any regular board of selectmen or board of commissioners meeting.*

III. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property.

Source. 1991, 25:2, eff. June 18, 1991. 1997, 105:2, eff. Aug. 8, 1997. 1998, 196:1, eff. Aug. 17, 1998. 2008, 24:1, eff. July 11, 2008.

Date Request Received: 2/22/2024

Date Hearing Scheduled:

Date Non-Cash Donation Received:

Date Approved by Board of Selectmen:

How does the challenge work?

- Register on NexTrex.com to obtain access to the Trex Portal
- Determine a 12-month collection time period
- Collect a minimum of 1,000 lbs.
- Report recycling totals at my.trex.com
- Weigh, record and attached pictures
- Deliver the collected plastic film to a participating retailer (see list) for recycling

Stores prefer smaller and more frequent amounts in the provided bin. Please contact store ahead of time with larger amounts.

What does Trex provide?

- Up to three recycling bins
- Posters

What can I win?



Trex Bench

What can be recycled?

All plastic must be clean, dry and free of food residue.



Grocery bags



Bread bags



Bubble wrap



Dry cleaning bags



Newspaper sleeves



Ice bags



Plastic shipping envelopes



Ziploc & other reclosable food storage bags



Cereal bags



Case overwrap



Salt bags



Pallet wrap & stretch film



Wood pellet bags



Produce bags

Register on the website NexTrex.com



Town Hall
18 Depot Hill Road
Henniker, NH 03242

Tel: (603) 428-3221
Fax: (603) 428-4366

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 03/05/2024

TITLE: 2024 Special Event - Henniker Community Concert Season & Blues, Brews & BBQs

INITIATED BY: Ruth Zax, Chair - Concert Committee

PREPARED BY: Helga Winn, Executive Assistant

PRESENTED BY: Diane Kendall, Town Administrator and Ruth Zax, Chair – Concert Committee

AGENDA DESCRIPTION:

Authorization of Special Event Permit applications for the Concert series.

Event dates Tuesdays June 11th through August 27th 6:00pm to 8:30pm plus Sunday September 1st afternoon time TBD

The Concert Committee is also asking permission on the following items:

- a) Authorization of the Special Event Permit for Concert Series
- b) Authorization of the Special Event Permit for the Blues, Brews & BBQ event including waiver to allow the serving of beer July 16 5pm to 9:00pm
- c) Hold a 13th concert on Sunday, September 1, 2024 (Labor Day weekend).
- d) Use the Community Center during inclement weather during concerts & special events with expanded hours.

Legal Authority:

[Town Ordinance Chapter 16 Permit Requirements for Special Events on Town Property](#)
[Town Ordinance Chapter 7 Alcoholic Beverages](#)
[Town Ordinance Chapter 56 Hawkers, Peddlers, Itinerate Vendors](#)
[RSA 178:22 V\(l\)](#) Liq Rule 705.25 One Day Non-Profit Organization

Financial Details:

\$21,726	General Fund budget 01-4589 Band/Concerts
-\$14,200	Revenue from sponsorships and donations
\$ 7,526	Revenue from general taxation

Town Administrator Comment: The Concert Committee has submitted a Special Event Permit Application for the concert series. The applications are complete, and all department heads have signed off without reservation.

- a) **Authorization of Special Event Permit for Concert Series including 13th concert on Sunday, September 1, 2024 (Labor Day weekend)**
 - Must be supported by existing budget and/or sponsor/donated funds
 - No concerns

- Chapter 56 – does not apply “56-11 H. Any vendor selling (for profit or not) on behalf of any Town organized event such as Old Home Day, or any other events sponsored by any other Town Committee”
- b) Authorization of the Special Event Permit for the Blues, Brews & BBQ event including waiver to Henniker Ordinance Chapter 7 Open Containers to allow beer tasting July 16 5pm to 9:00pm**
 - The 2023 event was planned and executed without report of incidents or problems
 - Waiver for Article I Chapter 7 Open Containers is restricted to supervised serving area only
 - The application for the one-day alcohol license requires about 2-3 hours of administrative assistance
- c) Use the Community Center during inclement weather during concerts & special events with expanded hours.**
 - In 2023 the BoS authorized use of the Community Center for inclement weather. The committee chair worked with the TA to determine weather conditions the day before. TA makes decision by noon on Monday for Tuesday events (notice posted by 1pm). There was one instance to move the concert into the Community Center and relocate the Selectboard meeting to the town hall. All summer agendas are posted with a notice that the meeting may be moved to Town Hall in the event of weather conditions.
 - **Pros:**
 - Public safety – performers, patrons not exposed to hazardous conditions.
 - Performance is not cancelled because of the weather, which would result in the loss of paid service.
 - Sponsors are satisfied the event can continue.
 - Patrons can plan on attendance.
 - **Cons**
 - Limited time to make a decision about weather and notify the public of the change in meeting venue.
 - Capacity of the Community Center for attendance.
 - Risk to audio/visual equipment damage or disconnection.
 - Capacity of Town Hall for meetings

Suggested Motion/Action/Recommendation:

- ***Motion to authorize the Summer Concert Series Special Event Permit as presented. (Board to sign permit application)***
- ***Motion to authorize the Special Event Permit for the Blues, Brews & BBQ event as presented, waive of Ordinance Chapter 7 Open Containers to allow the serving of beer July 16th 5pm to 9:00pm and to authorize Town Administrator to sign NHLC application on behalf of the town. (Board to sign permit application)***
- ***Motion to authorize the use of the Community Center in compliance with facility use rules and existing fire and safety codes during inclement weather providing notice to the public is made by 1:00pm the Monday before.***



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

March 5 Agenda
Appoint w/ Board

Received by
TOWN OF HENNIKER

JAN 26 2024

SELECTMEN'S OFFICE

Request for Board of Selectman Agenda Item Consideration

Per Town of Henniker Selectmen's Policies Section II .1 Meeting, Board & Committee Policies, Board of Selectmen Meeting Procedures and Section II.3 Citizen Participation at Meetings.

- Persons may request an addition to the Board of Selectman Agenda until noon on the Thursday preceding the scheduled Selectman meeting.
Purpose of this policy is for the notification in advance of the Board of Selectmen and the public to review supporting materials prior to the meeting.
This form will provide the board with basic information of the topic or request.
Persons who have been pre-scheduled to appear before the Board will normally speak during the New Business section of the agenda.

SUBMIT FORM TO THE TOWN ADMINISTRATOR diane.kendall@henniker.org or mail to address at top of form.

Form with fields: Requested Meeting Date (March 5, 2024), REQUESTOR CONTACT INFORMATION (Name: Ruth Zax, Address: [redacted]), DESCRIPTION OF TOPIC OR REQUEST (TITLE: Blues & Brews Fest 2023), PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT (Ruth Zax), DESCRIPTION OF QUESTION OR PROBLEM (Several items regarding the Henniker Summer Concert Series including: 1) Use of Community Center during inclement weather and for special events, 2) Permission to host Blues & Brews Fest, 3) Waiver to serve beer at Blues and Brews Fest, 4) Permission to hold a 13th concert Sunday of Labor Day weekend), PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS, EXPECTED OUTCOME, ACTION OR DECISION.

Expected outcome

KNOWN FINANCIAL IMPACT: The concert series and Blues & Brews Fest raise money for the concert committee to continue bringing top quality bands to our community during the summer, which has a positive impact on the local economy and tourism.

OTHER SUPPORTING INFORMATION: (attach supporting documentation or add additional comments here)

FOR OFFICE USE ONLY

DATE RECEIVED: 1/29/24

DATE SCHEDULED: March 5, 2024

TOWN ADMINISTRATOR COMMENT:

Summer Concert Series + Brews + Blues Special Event
permitt App.

DEPARTMENT HEAD AND COMMITTEE COMMENTS:

LEGAL AUTHORITY:

Town ordinance Chapter 16 - Permits - Special Events

FINANCIAL DETAILS:

TBD

SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:

TBD - on Staff Report for March 5th.

POST MEETING NEXT STEPS AND FOLLOW-UP

RESOLUTION:



Town of Henniker
 18 Depot Hill Road
 Henniker, NH 03242
 Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

TOWN OF HENNIKER

JAN 26 2024

SELECTMEN'S OFFICE

Assigned Permit #: _____

APPLICATION FOR SPECIAL EVENT PERMIT On Town of Henniker Property

ACTIVITY & TITLE OF EVENT: Summer Concert Series

6:00 - 8:30 PM

DATE OF APPLICATION: January 7, 2024

EVENT DATE & HOURS: Tuesdays 6/11 - 8/27

Will this event be held at: Check all that apply

<input checked="" type="checkbox"/> Community Park and Bandstand	<input type="checkbox"/> Baseball Field
<input type="checkbox"/> Community Parking Lot	<input type="checkbox"/> Soccer Fields
<input checked="" type="checkbox"/> Community Building	<input type="checkbox"/> Woodman Park
<input type="checkbox"/> Grange	<input type="checkbox"/> Town Hall Common
<input type="checkbox"/>	<input type="checkbox"/>

EVENT SPONSOR

NAME: Town of Henniker - Concert Committee
 ADDRESS: 18 Depot Street
 PHONE: 6034283221
 EMAIL ADDRESS: secretary@henniker.org

SECONDARY CONTACT: Ruth B Zax
 ADDRESS: PO Box 486, Henniker, NH 03242
 PHONE: US [REDACTED]
 EMAIL ADDRESS: [REDACTED]

SPECIAL EVENT CONTACT INFORMATION

SPONSOR: same as above
 ORGANIZERS/CONTACT NAME:
 ADDRESS:
 EMAIL ADDRESS:

ON SITE ORGANIZER Henniker Concert Committee
 ADDRESS:
 EMAIL ADDRESS:

EVENT INFO

DESCRIPTION OF EVENT:
 Twelve Tuesday evening concerts at Angela Robinson Bandstand beginning June 11 and ending August 27, 2024, 6:00 - 8:30 PM and one bonus concert Sunday afternoon of Labor Day weekend. Each week will feature a different band or performer from a wide variety of musical genres. All concerts are free, family friendly and planned to enhance the cultural and community life of our town. There will be a food truck at each performance parked on NEC property with no need for a town permit. Should there be inclement weather, the adjacent Community Center will be utilized to hold the concert.

Drawing / Map: If this is a walk, race or any event that will take place in multiple areas, please include a

DRAWING that shows: *parking, start/end locations, and the exact route, including areas to be kept open for emergency vehicles.*

Site Plan and Floor Plan

MINIMUM ESTIMATED ATTENDANCE: 200

MAXIMUM ESTIMATE ATTENDANCE: 800

Should attendance exceed the maximum listed above, what plan will be followed?

There is plenty of room on the park grounds for additional attendees. Should we have to move the concert indoors due to inclement weather, committee members will monitor the attendance based on Life Safety Code instructions.

SET UP TIME:

CLEAN UP TIME:

Describe provisions for cleanup of premises and removal of rubbish:

Town of Henniker manages removal of rubbish from onsite recepticals. Concert committee picks up the grounds after the concerts. Food trucks remove their own trash.

DESCRIPTION OF PROVISIONS

WATER SUPPLY FROM: Community Center for cooler for the performers.

FOOD WILL BE SERVED FROM AND/OR BY: Food trucks, local restaurants and attendees beginning at 5:00 PM

BEVERAGES WILL BE SERVED FROM AND/OR BY: Food Trucks, local restaurants

TYPE OF ALCOHOLIC BEVERAGES TO BE SERVED: On July 16 only, beer tastings will be coordinated by Henniker Brewery

NO. OF SANITATION UNITS (toilets): 3

MALE: n/a

FEMALE: n/a

ILLUMINATION AFTER DARK WILL BE PROVIDED BY: On site street lamps and bandstand lighting

MEDICAL AND FIRST AID AVAILABLE FROM OR BY: Henniker Rescue

TRAFFIC CONTROL PROVIDED BY: Henniker Police

NO. OF OFFICERS: 1

PARKING FOR 250 NUMBER OF CARS IS PLANNED.

Attach plan of exact parking location and exact route to be kept open for emergency vehicles.

Not applicable. Explain: town event

IS THIS EVENT...	<input checked="" type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	IF YES:
• ... using a tent (or tents) 400+ sq ft?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Please submit a TENT INSTALL APPLICATION</i>
• ... planning to have vendors, hawkers, or peddlers*?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Please have each vender/hawker/peddler submit an APPLICATION FOR A HAWKER, PEDDLER OR ITINERANT VENDOR LICENSE</i>
• ... conducting a raffle?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>Please submit a RAFFLE PERMIT APPLICATION</i>

***EXCLUDING:** Any person selling the product of his own labor or the labor of his family or the product of his own farm or the one he tills. Farmers markets if permission of location is authorized by the owner of the land or building.

I, Ruth Zax, chair, Hennik

do hereby accept all responsibility for the above described event. I agree to adhere to all laws and regulations of the Town of Henniker and the State of New Hampshire. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I do also agree to provide whatever surety is deemed necessary by the Board of Selectmen. Under the penalty of perjury, I do hereby certify that the above is true.

Signature: [Redacted] Date: January 7, 2024

Printed name: Ruth Zax

DO NOT WRITE BELOW THIS SPACE – INTERNAL-USE ONLY

DEPARTMENTAL APPROVALS: Please attach any comments or special requirements to the application.

Fire Chief: [Redacted] Date: 1-29-2024

Health Officer: SEE ATTACHE/Approved by email Date: 2-2-24

Code Enforcement Officer: [Redacted] / Approved by email Date: 1-27-24

Highway Superintendent: [Redacted] Date: 2/5/24

Water Superintendent: SEE ATTACHE/Approved by email Date: 1-29-24

Wastewater Superintendent: SEE ATTACHE/Approved by email Date: 1-29-24

Rescue Squad Chief: SEE ATTACHE/Approved by email Date: 2-2-24

Police Chief: [Redacted] Date: 1-29-24

Town Administrator: [Redacted] Date: 2/6/24

HENNIKER BOARD OF SELECTMEN

SELECTBOARD CHAIR: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

Denied Reason: _____

Approved Having reviewed the above-described event we do hereby grant permission for this event to take place at the time and hours indicated. **Deposit** in the amount of \$_____ is required.

PERMITTEE: I do hereby agree to these additional requirements and/or comments:

PERMITEE Signature: _____ Date: _____

PARKING BEHIND BARNSTAND COMMUNITY LOT



Cycles
Bicycle



Carriage House

onal
-tenniker

Pizzeria

Rush Rd

Main St

SuperScoops
Ice Cream

Abby's Cafe



PARKING BEHIND SUPERSCOOPS IN RIVER LOT



Town of Henniker
 18 Depot Hill Road
 Henniker, NH 03242
 Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

Printed by
 TOWN OF HENNIKER

JAN 26 2024

SELECTMEN'S OFFICE

Assigned Permit #: _____

APPLICATION FOR SPECIAL EVENT PERMIT On Town of Henniker Property

ACTIVITY & TITLE OF EVENT: Summer Concerts - Blues, Brews & BBQs

DATE OF APPLICATION: January 7, 2024 EVENT DATE & HOURS: July 16, 5:00 - 9:00 PM

Will this event be held at: Check all that apply

<input checked="" type="checkbox"/> Community Park and Bandstand	<input type="checkbox"/> Baseball Field
<input type="checkbox"/> Community Parking Lot	<input type="checkbox"/> Soccer Fields
<input checked="" type="checkbox"/> Community Building	<input type="checkbox"/> Woodman Park
<input type="checkbox"/> Grange	<input type="checkbox"/> Town Hall Common
<input type="checkbox"/>	<input type="checkbox"/>

EVENT SPONSOR

NAME: Town of Henniker - Concert Committee

ADDRESS: 18 Depot Hill Rd

PHONE: 6034283221

EMAIL ADDRESS: [REDACTED]

SECONDARY CONTACT: Ruth B Zax PHONE: 6 [REDACTED]

ADDRESS: 247 Hall Ave, PO Box 486

EMAIL ADDRESS: [REDACTED]

SPECIAL EVENT CONTACT INFORMATION

SPONSOR: same as above PHONE: _____

ORGANIZERS/CONTACT NAME: _____ PHONE: _____

ADDRESS: _____

EMAIL ADDRESS: _____

ON SITE ORGANIZER Ruth B Zax PHONE: _____

ADDRESS: same as above

EMAIL ADDRESS: same as above

EVENT INFO

DESCRIPTION OF EVENT:
Part of the Henniker Summer Concert Series, with expanded hours, 2 bands instead of one and Beer Pourings by Henniker Brewery. This application is to request a waiver of the town ordinance regarding serving alcoholic beverages on town property. The beer will be served in a controlled, fenced in area from 5:00 - 7:00 PM and each participant will be limited to five 4 oz. pours (20 oz.)

Drawing / Map: If this is a walk, race or any event that will take place in multiple areas, please include a

DRAWING that shows: *parking, start/end locations, and the exact route, including areas to be kept open for emergency vehicles.*

Site Plan and Floor Plan

MINIMUM ESTIMATED ATTENDANCE: 200

MAXIMUM ESTIMATE ATTENDANCE: 500

Should attendance exceed the maximum listed above, what plan will be followed?

There is plenty of room on the park grounds for additional attendees. Should we have to move indoors due to inclement weather, committee members will monitor the attendance to comply with Life Safety Code regulations

SET UP TIME: 4:00 PM

CLEAN UP TIME: 9:00 PM

Describe provisions for cleanup of premises and removal of rubbish:

Town of Henniker manages garbage removal. Committee picks up grounds following concert. Food trucks and Brewery responsible for their own pick up.

DESCRIPTION OF PROVISIONS

WATER SUPPLY FROM: Community Center

FOOD WILL BE SERVED FROM AND/OR BY: local food truck or restaurant

BEVERAGES WILL BE SERVED FROM AND/OR BY: Henniker Brewery

TYPE OF ALCOHOLIC BEVERAGES TO BE SERVED: Beer

NO. OF SANITATION UNITS (toilets): 3

MALE: n/a

FEMALE: n/aPark

ILLUMINATION AFTER DARK WILL BE PROVIDED BY: park street lamps and bandstand lighting

MEDICAL AND FIRST AID AVAILABLE FROM OR BY: Rescue Squad

TRAFFIC CONTROL PROVIDED BY: Police Dept

NO. OF OFFICERS: 1

PARKING FOR 250 **NUMBER OF CARS IS PLANNED.**

- Attach plan of exact parking location and exact route to be kept open for emergency vehicles.
- Not applicable. Explain: _____

IS THIS EVENT...	<input checked="" type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	IF YES:
• ... using a tent (or tents) 400+ sq ft?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please submit a <u>TENT INSTALL APPLICATION</u>
• ... planning to have vendors, hawkers, or peddlers*?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please have each vender/hawker/peddler submit an <u>APPLICATION FOR A HAWKER, PEDDLER OR ITINERANT VENDOR LICENSE</u>
• ... conducting a raffle?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please submit a <u>RAFFLE PERMIT APPLICATION</u>

**EXCLUDING: Any person selling the product of his own labor or the labor of his family or the product of his own farm or the one he tills. Farmers markets if permission of location is authorized by the owner of the land or building.*

Ruth Zax, chair Concert

do hereby accept all responsibility for the above described event. I agree to adhere to all laws and regulations of the Town of Henniker and the State of New Hampshire. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I do also agree to provide whatever surety is deemed necessary by the Board of Selectmen. Under the penalty of perjury, I do hereby certify that the above is true.

Signature:  Date: January 7, 2024

Printed name: Ruth Zax

DO NOT WRITE BELOW THIS SPACE – INTERNAL-USE ONLY

DEPARTMENTAL APPROVALS: Please attach any comments or special requirements to the application.

Fire Chief:  Date: 1/29/2024

Health Officer: SEE ATTACHED / ^{Approved} by email Date: 2-2-24

Code Enforcement Officer: SEE ATTACHED / Approved by email Date: 1-27-24

Highway Superintendent:  Date: 2/5/24

Water Superintendent: SEE ATTACHED / Approved by email Date: 1-29-24

Wastewater Superintendent: SEE ATTACHED / Approved by email Date: 1-29-24

Rescue Squad Chief: SEE ATTACHED / Approved by email Date: 2-2-24

Police Chief:  Date: 1-29-24

Town Administrator:  Date: 2/6/24

HENNIKER BOARD OF SELECTMEN

SELECTBOARD CHAIR: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

Denied Reason: _____

Approved Having reviewed the above-described event we do hereby grant permission for this event to take place at the time and hours indicated. **Deposit** in the amount of \$_____ is required.

PERMITTEE: I do hereby agree to these additional requirements and/or comments:

PERMITEE Signature: _____ Date: _____

PARKING BEHIND BARNSTABLE COMMUNITY LOT



Cycles
Bicycles



Carriage House

onal
-tenniker

Pizzeria

Rush Rd

Main St

SuperScoops
Ice Cream

Abby's Cafe



PARKING BEHIND

SUPERSCOOPS IN RIVER LOT



State of New Hampshire Liquor Commission



TOWN OF HENNIKER
TOWN OF HENNIKER CONCERT COMMITTEE
@ 57 MAIN ST
HENNIKER NH 03242

SPECIAL ONE DAY

ON-PREMISES BEVERAGE/WINE/LIQUOR

License No. **666441**

Effective Date: **07/18/2023** Expires: **07/18/2023**

SUPPLEMENTAL LICENSE: 5:00 PM - 7:00 PM

This license is issued and is subject to the conditions prescribed in Title XIII of the revised statutes annotated and regulations enacted by the commission thereunder. This license is effective for the period specified above unless sooner revoked and is not transferable.

State Liquor Commission

Joseph

Truman

Nicole Brassard

This document and any addendum must be conspicuously displayed on the described premises.

AUDIT NO. 3432005

To the Town of Henniker Selectboard,

The Henniker Lions Club is requesting to have our rental fee for use of a town building to hold our monthly meetings waived.

The Lions Club uses 100% of funds raised through donations for direct service to others. Monies to pay for things associated with our administrative costs come from member dues and out of members pockets when that fund runs out.

In addition to donations of over \$23,000 directly to Henniker this year, we have also donated 2 TREX benches valued at \$359 each and saved the town over \$200 by keeping over 4500 pounds of plastic out of the hopper.

Having the fee for meeting in a town building waived would make a huge difference to the club and would be very much appreciated.

Sincerely,

Sarah Keniston

President, Henniker Lions Club

Helga Winn

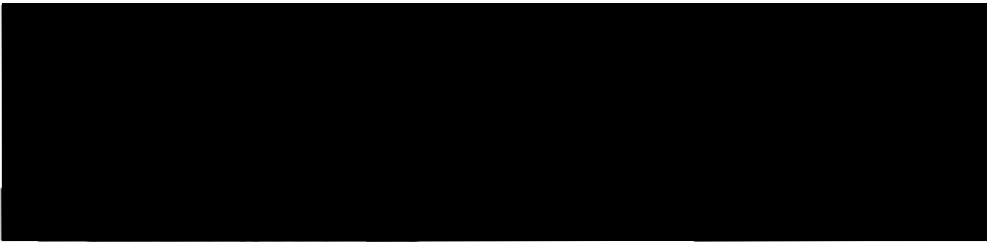
From: Johanna Michie [REDACTED]
Sent: Monday, March 4, 2024 2:22 PM
To: Secretary
Subject: Community center rental
Attachments: Community Center rental agreement.pdf

Helga

Thank you for your help. Here is the signed rental agreement. As I mentioned this is for the JS wrestling team to have a banquet. If the fee can be waived as it is for a school organization that would be fantastic. If not then let me know and I will bring money in to you if everything is approved.

Thanks again

Johanna Michie Hauptman
Accounting Manager
Michie Concrete Products, LLC



The information contained in this electronic mail transmission is intended only for the use of the recipient(s) named above. It may contain proprietary, confidential or privileged information of the sender. If you are not the intended recipient, you are hereby notified that any disclosure, dissemination, distribution or copying of the information contained in this transmission is strictly prohibited. If you have received this transmission in error, please notify the sender immediately by reply electronic mail and delete the original message and any copy of it from your computer system.

MAR 04 2024

Rental Agreement & Fee Schedule

Henniker Community Center, Grange Hall, or Angela Robinson Bandstand / Community Park

c/o Henniker Selectmen's Office, 18 Depot Hill Rd., Henniker, NH 03242 / Phone (603) 428-3221 ~ Fax (603) 428-4366 ~ Web www.henniker.org

PLEASE NOTE THAT THE TOWN RESERVES THE RIGHT TO MODIFY THIS AGREEMENT AT ANYTIME FOR THE BENEFIT OF THE TOWN.

SPECIAL NOTICE ABOUT THE TEEN CENTER: The Henniker Teen Center cannot be rented or used unless special permission is received by the Henniker Board of Selectmen, with input from the Community Center Activities Committee. Town Boards and Committees are exempt from this permission requirement.

LOCATIONS: Grange Hall is located at 21 Western Avenue. Henniker Community Center and Angela Robinson Bandstand / Community Park are located at 57 Main Street.

Applicant: Johanna Huntman Organization/Company: John Stark Wrestling
Mailing Address: [Redacted]
Phone: [Redacted] Email: [Redacted]
Date(s) and time(s) of requested use: 3/11/24 5pm - 8pm

I hereby request permission to use the

- Henniker Community Center
- Grange Hall
- Angela Robinson Bandstand / Community Park

for the said purpose of (please describe the event):

Wrestling Banquet

I agree to the terms of this contract.

1. Contract agreement must be completed in full and signed by applicant or designee.
2. Renters must be at least 21 years of age. A person 21 years of age or older must be present at time of use.
3. The facility can only be used on the date(s) and times(s) specified above.
4. Alcoholic beverages, tobacco products or controlled substances are not permitted on the premises.
5. Angela Robinson Bandstand/Community Park are only available during daytime hours. However, the Selectmen may grant a special exception for use after hours.
6. If you have reason to believe the event will attract 300 or more persons at any one time, you must also apply for a town Assembly Permit at least 30 days prior to the event. Not doing so could result in a fine up to \$1,000.
7. Renter will assume responsibility for the use of this facility and agree to submit payment for any damages caused as a direct result of said use. Renter will hold the Town of Henniker harmless against any liability that may occur from the use of the facility.
8. **INSURANCE:** A certificate of insurance or document stating that insurance coverage will apply to this rental shall be presented at time of application. In some cases, the Selectmen may waive this requirement.
9. **KEY PICKUP** (for Grange and Community Ctr. Buildings only): The renter is responsible for obtaining a building key prior to the event, and returning the key afterwards. Keys are available at Henniker Town Hall, 18 Depot Hill Road, during normal business hours (8am-4:30pm, M-F). A \$50.00 deposit will be collected in a separate check to be returned to renter when the key is returned. If the key is not returned the check will be cashed to pay for the replacement and to rekey the locks.
10. **USER FEES:** Persons, groups, or organizations using the facilities, not part of the Town of Henniker government as recognized by the Selectmen, shall pay a user fee. See Fee & Deposit Schedule on page 2.
11. Renter is responsible for leaving the grounds free of litter. The facility is to be left in a clean condition as found or better.
12. No equipment is to be left overnight unless with permission from the Town Administrator/Selectmen and the applicable fee is applied.
13. Use of the Community Center Balcony is forbidden.

14. Bicycles, skateboards, scooters, roller skates and other people-powered vehicles are NOT permitted to be operated on sidewalks or walkways in the downtown area (including Community Park) and such use is subject to warnings and fines. Please note this does not apply to vehicles designated to assist handicapped persons or tricycles, strollers, and wagons operated by pre-school-aged children under supervision of a responsible adult.
15. Animals are not permitted within town buildings except for certified service animals designated to assist a handicapped person.
16. Dogs must be leashed at all times in any park area. Animal feces must be removed by the dog owner in all parks and public areas. Violations are subject to fines and court summons

~~The renter hereby accepts all responsibility for the above described purpose and agrees to abide by all laws and regulations of the Town of Henniker and the State of New Hampshire. The renter hereby consents to the entry, at any time, in the course of his/her duties, any town officer, including but not limited to inspection. Failure to comply with these regulations will result in the denial of future use of the facility.~~

Date of Application: 3.4.2024 Signature: 

FEE & DEPOSIT SCHEDULE

Make checks payable to Town of Henniker. Please make separate checks for rental fee and deposits.

Grange Building or Community Center Building	Angela Robinson Bandstand / Community Park
Resident fee \$50.00 for four hour increments (no proration) Non-Resident fee \$100.00 for four hour increments (no proration) (non-refundable, due at time of application)	Resident fee \$25.00 for four hour increments (no proration) Non-Resident fee \$100.00 for four hour increments (no proration) (non-refundable, due at time of application)
\$50.00 additional fee for overnight storage of equipment and continued use preventing others from renting the facility.	
DEPOSIT:	
For rental of more than 8 hours, a \$100.00 deposit for residents and a \$200.00 deposit for non-residents is required which is refundable if no damage has occurred during that particular rental period. Deposits must be paid as a separate check.	
A \$50.00 key deposit will be collected in a separate check to be returned to renter when the key is returned. If the key is not returned within five (5) business days the check will be cashed to pay for the replacement and to rekey the locks.	

1. Fees do not apply to any official Town of Henniker Boards or Committees, State, County, Federal or any other government agency. Any designated 'special event' of the Town of Henniker or its committee and boards do not require payment of a fee.
2. This fee Schedule will apply to all private entities, business, personal use or any other groups, non-profit included, or persons not identified in item 1.
3. The Town Administrator, with the approval of the Henniker Board of Selectmen, may waive the fee requirement for a non-profit group or organization that may not have the organizational structure or ability to pay, i.e. some senior citizen meetings or emergency type requests for those that justify the need for the facility and cannot pay. Absolutely no exemptions shall be considered if any funds are accepted at the door as income for the renter, be it donations or admission fees.

OFFICE USE ONLY: Contract must be approved by the Town Administrator

APPROVAL: Request approved: Yes No Fee waived: Yes No N/A (town group)
Insurance waived: Yes No N/A (town group)

Approved by: _____ Date: _____

Entered in calendar FEES: Amount Due: \$ _____ Date paid: _____

INSURANCE: N/A Insurance Document Received (attach to application)

SPECIAL STIPULATIONS: _____

NEW BUSINESS



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

STAFF REPORT

DATE: 2/23/2024

TITLE: Cogswell Spring Water Works (CSWW) requests approval to excavate on Town Parcel 7-380 to perform direction boring of a watermain across/under Contoocook River

INITIATED BY: CSWW Board of Commissioners

PREPARED BY: Jim Donison, CSWW Superintendent

PRESENTED BY: Jerry Gilbert, CSWW Chairman of Board of Commissioners

AGENDA DESCRIPTION: CSWW to request approval to excavate on Town Parcel 7-380-A to perform directional boring of a watermain across/under Contoocook River

LEGAL AUTHORITY: CSWW water system

FINANCIAL DETAILS: No cost to the town and property will be restored by CSWW upon completion of work.

BACKGROUND: CSWW is requesting to excavate two pits as part of our proposed watermain installation. See attached plan. The purpose is to remove the temporary 2" waterline on the historic bridge (Western Ave/Patterson Hill Rd.) with a new 4" diameter watermain crossing the river.

CSWW's proposal is to have HDDB bore across/under the river from an entry pit to an exit pit.

The entry pit is proposed to be located on Parcel 7-380-A (town land), and the exit pit will be on the right-of-way of Patterson Hill Rd ext.

HDDB has scheduled the boring work in early April.

OTHER DEPARTMENT HEAD COMMENTS:

SUGGESTED ACTIONS / MOTIONS:



Proposed Entry Pit for HDDB on Town of Henniker Property Parcel 7-380-A

Proposed Direction Bore by HDDB

Existing 2" waterline

Proposed Exit Pit for HDDB on right of way

Cogswell Spring Water Works,
Proposed Direction Boring under river to replace existing 2" Water pipe on historic bridge 2-21-2024



Town Hall
18 Depot Hill Road
Henniker, NH 03242

Tel: (603) 428-3221
Fax: (603) 428-4366

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 2/29/2024
TITLE: Road Widener/Shoulder Attachment
INITIATED BY: Leo Aucoin, Highway Superintendent
PREPARED BY: Leo Aucoin, Highway Superintendent
PRESENTED BY: Leo Aucoin, Highway Superintendent

AGENDA DESCRIPTION: Superintendent would like the board to accept and award the only bid for a shouldering attachment for the backhoe. I would ask for the ability to purchase said road widener from Alta Equipment for the sum of \$69,400.00 and to use Block Grant Funds to complete the purchase.

Legal Authority:

Financial Details:

Town Administrator Comment:

N/A

Suggested Action/Recommendation:

Suggested Motion: 1st: Move to accept and award the bid for the Roadwidener to Alta Equipment Co. for the sum of \$69,400.00

2nd: Move to allow the Superintendent of Highway to purchase the Roadwidener using Block Grant Funds.



Alta Equipment Company
Frank W Rhoades

1401 Hooksett Road
Hooksett NH 03106 US
(603)-644-8787 x250
(603)-759-4218-Mobile

Quotation

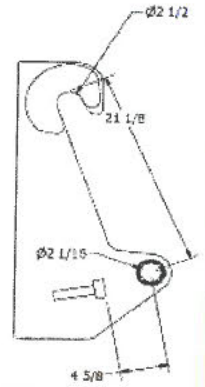
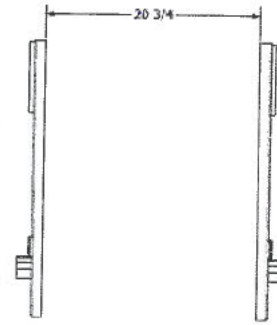
ADDRESS	SHIP TO
Town of Henniker NH DPW Leo Aucoin-Superintendent 209 Ramsdell Road Henniker NH 03242	Town of Henniker NH DPW Leo Aucoin-Superintendent 209 Ramsdell Road Henniker NH 03242

QUOTATION#	DATE	EXPERATION DATE
RWFH100623	10/06/2023	11/03/2023

ROADWIDENER PRODUCT DESCRIPTION	QUANTITY	RATE	AMOUNT
ROADWIDENR: SPECIFICATIONS: 2023 ROADWIDENER FH SINGLE DISCHARGE RIGHT HAND INCLUDES PINTLE HITCH PUSH PLATE REMOTE Adapter Plate-Cat Integrated Tool Carrier IT Coupler for Wheel Loaders-Backhoes RW-4007027	1		\$64,000.00
			\$5,400.00
	TOTAL:		\$69,400.00

Cat Integrated ToolCarrier (IT) Coupler. For Various Cat Telehandlers, Wheel Loaders & Backhoes

Part Number: RW-4007027 (CAIT24)





FH-R MATERIAL PLACEMENT ATTACHMENT



Expand Your Operation's Efficiency

Utility & Trench Backfilling // Curb Backfilling

Asphalt & Aggregate Placement // Road Widening

Road Shoulder Repair & Remediation // Road Construction

3

Benefits of the FH-R Material Placement Attachment



50% FASTER LAYDOWN



REDUCED LABOR COST



4- TO 2-STEP LAYDOWN PROCESS

1

Efficiency

- // Material placement goes from four steps to a two-step process.
- // Easily hauled on a standard trailer saving time and money.
- // Remote-control operation allows job completion by one crewmember from the safety of the host machine cab.



"The FH-R material placement attachment significantly improved our trench backfilling productivity for telephone and internet line installation. It seamlessly attaches to our loader and allows us to laydown 10 yards of material in as little as three to five minutes—a task that took us 15 minutes previously."

2

Versatility

- // Leverages existing equipment fleet to do more with available labor and familiar equipment.
- // Reduces work from four laborers to one operator and a remote control, freeing up labor for other tasks.
- // Virtually maintenance free with no engine or common wear parts.



"We easily connect it to our host machine and the operator can use the remote to open and close gates, which boosts speed as well as ease of operation."

3

Safety

- // Remote-controlled operation reduces the number of spotters for traffic control keeping crews out of harm's way and decreasing the risk of accidents.
- // Compact design allows precise placement with minimal traffic disruption – only one lane must be shut down, decreasing impact to traffic and enhancing safety.



"The FH-R decreased the impact to traffic. The attachment is compact and only requires us to close one lane of traffic."



ASPHALT & AGGREGATE PLACEMENT



CURB BACKFILLING



ROAD CONSTRUCTION

Accessories



Curbing Attachment



Roller Extensions



Shoe Extensions



Adapter Plate
For machines without a universal SSL plate.

Host Machines



Compact Track Loaders



Loaders



Skid Steers



Road Graders

Material Types

- // Cold Mix Asphalt
- // Hot Mix Asphalt

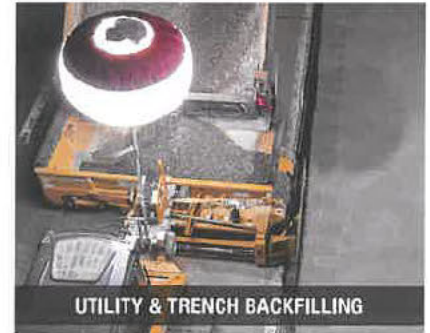
- // Crushed Stone
- // Recycled Materials

- // Gravel
- // Topsoil

- // Limestone

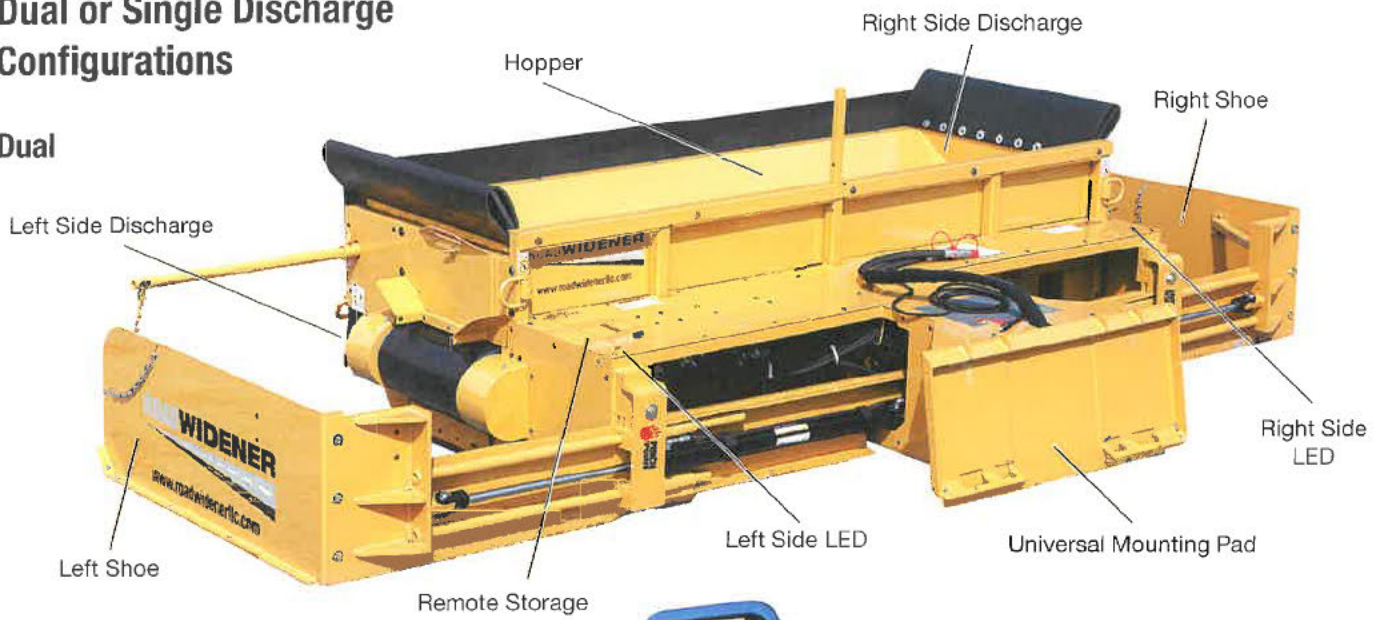
	Single Discharge Models	Dual Discharge Models
Lay Down Widths	1 ft to 4 ft (30 to 123 cm)	1 ft to 4 ft (30 to 123 cm)
Hydraulic Requirements*	Standard Flow 17.5 to 24.2 gpm (66.2 to 41.6 lpm)	Standard Flow 17.5 to 24.2 gpm (66.2 to 41.6 lpm)
Empty Weight	2,900 lb (1,315 kg)	3,400 lb (1,542 kg)
Overall Width Shoe Extended	161 in (409 cm)	210 in (533 cm)
Overall Width Shoe Retracted	125 in (317 cm)	138 in (350 cm)
Overall Height	51 in (130 cm)	49 in (124 cm)
Overall Length	98 in (249 cm)	98 in (249 cm)
Height to Clear Push Roller	21 in (53 cm)	21 in (53 cm)
Conveyor Belt Length	96 in (244 cm)	96 in (244 cm)

* Compatible with high and standard flow machines. High flow units must be run in standard flow mode. Refer to operator's manual for further information.



Dual or Single Discharge Configurations

Dual



Single



SCHEDULE AN EQUIPMENT DEMO
WITH ROAD WIDENER
www.roadwidenerllc.com/request-a-demo

EQUIPMENT AVAILABLE IN SINGLE OR DUAL DISCHARGE MODELS

"This would probably be a week job the way we used to do it—and now we should have it done in two days."

– John Cooke, 23-year industry professional



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514 Wells Street Suite 1-W | Delafield, WI 53018
844-494-3363

CONTINUED BUSINESS



Town Hall
18 Depot Hill Road
Henniker, NH 03242

Tel: (603) 428-3221
Fax: (603) 428-4366

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 3/5/2024

TITLE: PILOT Agreement – Solar Project, 1104 Old Concord Rd.

INITIATED BY: Andrew Kellar, New Hampshire Solar Gardens

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Andrew Kellar, New Hampshire Solar Gardens via video connect

AGENDA DESCRIPTION: PILOT Agreement Negotiation

BACKGROUND: Solar Garden, Andrew Kellar has proposed a revised PILOT Agreement as agreed upon at February 20, 2024 Selectboard meeting.

Legal Authority: [RSA 72:74 – Payment in Lieu of Taxes](#)

Financial Details: New Proposed PILOT payment is \$5,000 per year for a 20-year agreement.

Town Administrator Comment: N/A

Suggested Action/Recommendation:

Motion to accept the proposed PILOT Agreement subject to opinion from legal counsel.

PAYMENT IN LIEU OF TAXES AGREEMENT BETWEEN
The Town of Henniker AND Santa Fuel Inc.

This Payment in Lieu of Taxes (PILOT) Agreement (hereafter "Agreement") is made this _____ day of _____ 2024, under New Hampshire Revised Statutes Annotated (NHRSA) § 72:74, between the Town of Henniker, New Hampshire ("Town") and Henniker Solar Farm LLC ("Taxpayer"), a New Hampshire Limited Liability Company with a business address at 84 W Broadway, Suite 200, Derry NH 03038

Background

Taxpayer seeks to develop a renewable solar power electric generating facility (the "Facility") to be located at 1106 Old Concord Road, Henniker NH 03242. Taxpayer expects the final installed Nameplate Capacity to be approximately 1 megawatt (MW/Ac). For the purposes of this Agreement, the term "Nameplate Capacity" shall mean the sum of all of the nameplate capacities for the total solar inverters installed and operating at the Facility. Once the project has reached commercial operation, defined below, the parties will sign a letter amendment to this Agreement specifying the actual Nameplate Capacity of the Facility (if applicable).

The Facility will be built on land leased by Taxpayer, identified on Town tax maps as tax parcels 549-F2

Under its lease agreements with landowners, Taxpayer will be responsible for the payment of local ad valorem real estate taxes on Facility structures and other improvements under NHRSA Chapter 72 (including the taxes on the value of the underlying land as defined by the approved (current or future) planning board site plan).

The Facility will be a "renewable generation facility", as defined in NHRSA §72:73 and NHRSA 374-F:3, V(f)(3). Under NHRSA §72:74, the owner of a renewable generation facility and the governing body of the municipality in which the facility is located may, enter into a voluntary agreement to make payments in lieu of taxes.

Taxpayer and the Town desire to enter into such a PILOT agreement under NHRSA §72:74.

NOW THEREFORE, the parties hereto agree as follows:

Terms and Conditions

1. Payments in Lieu of Taxes. Taxpayer will make payments in lieu of taxes to the Town for each tax year (April 1 to March 31) during the term of this Agreement, in accordance with Sections 3 and 4 below. These PILOT payments will be in lieu of any and all ad valorem real estate taxes otherwise payable under NHRSA Chapter 72, including all town, county, and local school district taxes.

2. Term. Mindful of RSA 72:74, VI and VII, the parties have determined that a long-term agreement providing predictability of tax revenues and expenses would be advantageous to both the Town and Taxpayer. Accordingly, the term of this Agreement shall be 20 (twenty) years as described in Section 4 below. If the Facility fails to achieve commercial operation by February 13, 2027, this Agreement shall be deemed void and of no effect. For the purposes of this Agreement, the term "commercial operation" shall be deemed to have occurred once (a) the solar power electric generating facility has been commissioned and accepted by Taxpayer in accordance with applicable commissioning and inspection procedures (b) the Facility has been interconnected to the utility electric grid, and (c) Taxpayer has commenced the sale of energy from the Facility on a commercial (rather than test) basis to one or more purchasers. The date on which Taxpayer commences energy sales on a commercial basis shall be deemed the "Commercial Operation Date." Taxpayer shall give the Town written notice of said Commercial Operation Date within seven (7) days after it occurs, together with a proposed letter amendment confirming the Facility's actual Nameplate Capacity.

3. PILOT Payments for 20-Year Operating Term. Subject to possible adjustments up or down under Section 4 below, annual PILOT payments to the Town for the 20-year Operating Term shall begin at the rate of \$6,153 per megawatt of Nameplate Capacity, in the tax year that begins on April 1 following the commercial operation date. Each additional year starting after year 1 will escalate based on the Northeast Urban Region Consumer Price Index (NE CPI) percentage, as published at <https://www.nhes.nh.gov/elmi/statistics/cpi-data.htm>.

If the Facility's actual Commercial Operation Date occurs after March 31, then the schedule of annual PILOT payments during the Operating Term covered by this Section 3 will be amended to reflect that the first year of the Operating Term will be the tax year following the tax year in which commercial operation begins.

4. Potential Adjustment of PILOT Payments.

(a) Increase in Capacity. In the event that some or all of the Facility's increased in the nameplate capacity during the term of the Agreement in such a way as to increase the Facility's total capacity, then PILOT payments beginning in the next tax year will be adjusted upwards.

(b) Reduction in Capacity: If the Facility's installed and operating capacity as of April 1 in any tax year is materially reduced (due to causes beyond Taxpayer's control) from the previous tax year due to: (i) damage caused by natural forces, (ii) operational restrictions caused by a change in law, regulation, ordinance, or industry management standards, (iii) decommissioning and removal of inverters, or (iv) the permanent cessation of the Facility's operations, then the PILOT payment will be adjusted downward based on the total actual installed and operating Nameplate Capacity after the reduction in capacity, or in the case of clause (iv) above, this Agreement will terminate.

5. Payment of Amounts Due. Taxpayer shall make the PILOT payments due hereunder for any given tax year in the Operating Term to the Town in two equal installments, at the Town Tax Collector's office, on July 1st and December 1st.

6. Non-Payment. Non-payment of any payment due the Town shall constitute a default. Notice of non-payment or any other default shall be provided to Taxpayer (and to Taxpayer's Lender, as further specified in Section 7 below), in the manner and at the address provided for Notices in Section 9 of this Agreement. Taxpayer shall have 30 days to cure the default after receiving such notice. In the event the condition causing the default is not cured within 30 days, the Town may commence an action to collect any non-payment under RSA 80:50, seek specific performance of a non-monetary default or proceed against the real estate under RSA 80:58-80. It shall not be a defense to such a proceeding that Taxpayer is obligated under this Agreement to make payments in lieu of taxes rather than taxes.

7. Lender's Right to Cure. The Town shall send a copy of any notice of default sent to Taxpayer to Taxpayer's Lender by certified mail at the same time such notice is sent to Taxpayer, and no such notice of default to Taxpayer shall be effective unless and until a copy of such notice has been delivered to Taxpayer's Lender. Taxpayer's Lender shall have the same time and rights to cure any default as Taxpayer, and the Town shall accept a cure by Taxpayer's Lender as if such cure had been made by Taxpayer. Taxpayer shall provide written notice to the Town as to the name and address of Taxpayer's Lender for such notices to be sent.

8. Other Taxes Not Covered. This Agreement covers only ad valorem real estate taxes payable under NHRSA Chapter 72. It does not include or cover other local, state, or federal taxes which may be payable on account of Facility revenues or activities, including the Land Use Change Tax, Timber Tax, State Utility Property Tax, Business Enterprise Tax, or Federal Income Tax.

9. Notices. Any notice to be provided under this Agreement shall be in writing and shall be deemed to have been given when delivered personally or by certified mail at the following addresses:

For the Town: Town of Henniker, 18 Depot Hill Road, Henniker NH 03242

For Taxpayer: Henniker Solar Farm LLC, 84 W Broadway, Suite 200, Derry NH 03038

In the event of a change in the address of any party listed above, the responsible signatory (Taxpayer in the case of itself, its Lender and/or its counsel) shall give the other party prompt written notice of such change of address, which shall be effective upon receipt.

12. Miscellaneous.

(a) This Agreement shall be construed and interpreted in accordance with the laws of the State of New Hampshire. In the event any term of this Agreement or the application of any such term shall be held invalid by any court having jurisdiction, the other terms of this Agreement and their application shall not be affected thereby and shall remain in full force and effect, provided that the remaining terms continue to preserve the essential economic terms of this Agreement.

(b) The terms and provisions contained in this Agreement constitute the final Agreement between the parties with respect to this Agreement and supersede all previous communications, representations or agreements, either verbal or written. No modification or amendment to this Agreement shall be valid unless it is in writing and signed by both parties hereto.

(c) Taxpayer shall have the right, in its sole discretion, to assign this Agreement to any bona fide purchaser, transferee, or assignee, provided that said purchaser, transferee or assignee has the financial, managerial, and technical capacity to construct and operate the Facility as contemplated by the parties hereto. All covenants, agreements, terms and conditions contained in this Agreement shall apply to and be binding upon the parties, their assigns and successors. Taxpayer shall provide written notice to the Town of any sale, transfer, or assignment.

(d) Section titles or subject headings in this Agreement are provided for the purpose of reference and convenience only and are not intended to affect the meaning of the contents or scope of this Agreement.

(e) This Agreement may be executed in multiple counterparts, each of which shall be deemed an original instrument, but all of such counterparts together will constitute but one Agreement.

Town of HENNIKER, NEW HAMPSHIRE

By:
Name:
Date:

Henniker Solar Farm LLC

By:
Name:
Date:



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

STAFF REPORT

DATE: 2/20/2024

TITLE: Selectmen Schedule for Town/School Election Day March 12

INITIATED BY: Town Clerk

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Sign up for election duties or appoint pro tem

LEGAL AUTHORITY: [RSA 659:9](#); [658:9 and 9-a](#); [658:21](#)

FINANCIAL DETAILS: none

BACKGROUND: Polls are open from 7:00am to 7:00pm

TOWN ADMINISTRATOR COMMENT: N/A

SUGGESTED ACTION or MOTION:

Suggested Action:

Sign up for times to attend or assign pro tem.

Kris Blomback:

Bill Marko:

Scott Osgood:

Neal Martin:

Jeff Morse:

PAST MEETING MINUTES

Disclaimer – The following are Draft Minutes, which could include errors and are subject to change upon approval of the Select Board.



**Town of Henniker
Board of Selectmen Meeting
Tuesday February 20, 2024 6:15 PM
Henniker Community Center**

Members Present: Chairman Kris Blomback, Vice-Chairman Bill Marko, Selectman Neal Martin, Selectman Jeff Morse, Selectman Scott Osgood

Member's Excused:

Town Administrator: Diane Kendall

Recording Secretary: Hank Bernstein

Guests: See attached Sign-In Sheet

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Kris Blomback opened the meeting with recitation of the Pledge of Allegiance and called the meeting to order at 6:15pm.

CONSENT AGENDA

Item #1 - Selectman Marko motioned to approve the Consent Agenda February 20, 2024, seconded by Selectman Osgood. The motion passed, unanimously.

ANNOUNCEMENTS

The Town is pleased to announce that Greg Aucoin will be joining as a full-time fire fighter / paramedic. He will retain the position of Rescue Chief and Health Officer. Greg's resume is outstanding and will be a welcome addition.

PUBLIC COMMENT #1

No Public Comment

APPOINTMENTS WITH THE BOARD

Dale Clement – HAM Radio Request

Highway Superintendent Leo Aucoin introduced Dale Clement, of Corbin Rd. Mr. Clement represented the Contoocook Valley Radio Club and gave background on HAM radio users. While they are volunteers, they are federally licensed and provide public services. Mr. Clement introduced Bob Sletten of Bow. Mr. Sletten (KBIQU) is a member of the Contoocook Valley Radio Club, an engineer, and an authority on HAM Radio Repeater Stations. He noted that Mr. Clement is prestigious among the HAM radio community and shared that Mr. Clement was featured on the cover of the national magazine. Mr. Sletten presented a proposal for installing a HAM radio repeater on the Craney Hill Communications Tower. This repeater may be useful in emergency situations, with no cost to the taxpayers, and have minimal risk. The board will table decisions until they receive input from PD, Fire/EMS and Emergency Management.

APPOINTMENTS WITH THE BOARD

Item #2 - Monica Rico – Special Event Permit, Henniker Handmade & Homegrown

Monica Rico, of Henniker Community Market, filed a Special Event Permit application for 2-day market events on May 11-12 and Sep 28-29. All departments signed off on the application. TA Kendall asked that license applications for wine tasting be submitted 30 days in advance to allow time to process.

The Board approved the Special Event Permits by signature.

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NEW BUSINESS

Item #3 - Leo Aucoin, Highway Supt. – Truck & Truck Body Bid Awards & 2024 Paving Contract Extension

(a) Truck & Truck Body Bid Awards

Supt. Aucoin shared information on the Truck Bid and the Truck Body Bid. Discussion ensued. **Selectman Marko moved to accept the bids and award to Reed Truck Services, Inc and the Truck Body Bid to Donovan Equipment Co., Inc – total \$302,555 dollars, subject to approval of Warrant Article 16 Highway Equipment Capital Reserve Expenditure and give the Highway Superintendent authorization to sign off on these bids. Selectman Morse seconded. Motion passed unanimously.**

(b) Paving Contract Extension

Supt. Aucoin shared information on the past paving contract with Busby Construction. Aucoin explained there are no specific unit amounts per road, the contract pricing is based on unit pricing included in the proposal. The modest increase in unit pricing was included in this proposal and is based mainly on wages. The Highway Department’s primary objective to complete this season is Old Hillsboro Road overlay, Liberty Hill Road overlay, Western Ave. mill and fill, and Bacon Road and Deer Run shim and overlay. Other projects discussed with the Road Management Committee for paving are Foster Hill Road reconstruction completion, Dodge Hill Road reconstruction, which will include the stretch of West Hopkinton Road from 202/9 to Dodge Hill Road intersection. Before any projects get started the budgetary amount for each road will be forwarded to the Selectboard for discussion. Discussion ensued. **Selectman Marko moved to extend the contract for Busby Construction for 2024 and give the Highway Superintendent authorization to sign off. Selectman Osgood seconded. Motion passed unanimously.**

TA Kendall noted that Andrew Keller of NH Solar Garden was present and waiting in MS Teams. The board proceeded to Agenda item #6 NH Solar Garden – PILOT Agreement.

CONTINUED BUSINESS

Item #6 - NH Solar Garden – PILOT Agreement

TA Kendall gave background information. NH Solar Garden proposed a solar array to be installed at 1104 Old Concord Rd and have applied for a Payment In Lieu Of Taxes. Mr. Keller updated the board with a revised PILOT agreement of \$5,000 for 20 years. Discussion ensued. Chairman Blomback noted the proposed \$5,000 payment in lieu of taxes represent 65% of the estimated municipal property tax of \$7,692, if taxed at the \$6.93 rate on estimated value of \$1,110,000. **Chairman Blomback moved to accept Mr. Keller’s proposal for a \$5,000 PILOT for the Solar Farm at 1104 Old Concord Rd, subject mutually agreed upon language including an annual Consumer Price Index escalator. Selectman Martin Seconded.**

Selectman Marko noted that he would like to see a number closer to the estimated municipal rate. **Selectman Marko moved to amend Chairman Blomback’s motion to the amount of \$6,153, seconded by Chairman Blomback.** Discussion ensued. Selectman Marko noted that this number represents 80% of the estimated municipal tax bill. **The amendment to the motion passed unanimously. The amended motion passed unanimously.**

Mr. Keller asked for a few minutes to consider the offer as voted.

NEW BUSINESS

Item #4 - Selectmen schedule for Town Voting March 12th

The board has time to schedule election duties at a later meeting.

DRAFT

Disclaimer – The following are Draft Minutes, which could include errors and are subject to change upon approval of the Select Board.

Item #5 - Town Meeting – Assign Warrant Article to Board Members

The board assigned members to speak to and move warrant articles. Assignments are as follows:

Warrant Article	Speaker	Motion by
#9 – Wastewater Borrowing	Underwood Engineers (or TA)	Selectman Marko
#10 – Lake Management Borrowing	Conservation Commission	Selectman Osgood
#11 – General Operating Budget	Chairman Blomback	Chairman Blomback
#12 – Capital Reserve Appropriation	Selectman Morse	Selectman Morse
#13 – Ambulance Capital Reserve Appropriation	Rescue Chief Aucoin	Selectman Martin
#14 – Ambulance Chassis Purchase	Rescue Chief Aucoin	Selectman Martin
#15 – Appropriation to Expendable Trust Funds	Selectman Marko	Selectman Marko
#16 – Highway Dump/Plow Truck Purchase	Highway Supt. Aucoin	Selectman Morse
#17 – Library Restoration Grant	Library Trustees	Selectman Osgood
#18 – Library Operation Budget	Library Trustees	Selectman Osgood
#19 – Library Accessibility and Safety Appropriation	Library Trustees	Selectman Osgood
#20 – Wastewater Operating Budget	Selectman Marko	Selectman Marko
#21 – Cogswell Spring Water Works Operating Budget	Water Commissioners	Water Commissioners

CONTINUED BUSINESS

Item #6 - NH Solar Garden – PILOT Agreement Continued

Solar PILOT discussion continued. Mr. Keller agreed to the board’s offer. Mr. Keller will submit a revised agreement with language tying the \$6,153 PILOT to an annual CPI which will be reviewed by the board and town counsel. Once agreed upon, the board will take an official vote.

Item #7 - Comcast Cable Franchise Renewal Agreement and Internet Update

TA Kendall gave background. The current cable TV franchise agreement with the town was initially executed in 1983 and in 2008 renewed for another 25 years. Comcast is seeking early renewal to update the agreement to be consistent with Federal Communications Commission (FCC) rules. The governing body (Board of Selectmen) is the “franchising authority” to negotiate a renewal agreement with the existing cable TV provider because the cable company will occupy public (town) rights-of-way. Municipalities are entitled to charge the company “franchise fees” for that right to occupy public land, just like any other “tenant” of municipal property. The current franchise fee is \$0. This is known as an Informal Process under the law which provides that renewal can be requested by a cable operator at any time. Cable TV providers may only be denied renewal of their franchises in a community once initially granted if they are in default of their current franchise agreements or their proposals are not “reasonable.” Additionally, if the municipality has a Franchise Agreement with another cable TV company, the town shall provide a similar agreement. The town also has a cable franchise agreement with TDS.

- The municipality can’t use franchise cable television agreements as an opportunity to regulate parallel broadband services, dictating things like Internet coverage, speed, or prices.
- The town can negotiate “in-kind” contributions as part of franchise agreements, which cover everything from cable access for low-income areas to planting flowers in public parks.
- The maximum franchise fee is 5% of gross revenue.
- The gross revenue amount is to be based only on cable television services, not other services that might also be delivered, such as Internet access, phone, or smart home applications.
- The new ruling requires local governments to count most non-monetary "in-kind" contributions toward the maximum 5% franchise fee.

DRAFT

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TA Kendall recommended establishing a committee. Discussion ensued. **Selectman Marko moved to convene an ad hoc Cable TV Committee consisting of 3-5 members, TA Kendall to solicit members. Selectman Morse seconded. Motion carried unanimously.**

PAST MEETING MINUTES

Item #8 - Board of Selectmen Meeting Minutes February 6, 2024, 6:15 p.m.

Chairman Blomback moved to accept these minutes, seconded by Selectman Morse. Motion carried 3-0-2.

(Chairman Blomback and Vice-Chair Marko abstained)

Item #9 - Board of Selectmen Meeting Minutes February 9, 2024, 5:00 p.m.

Chairman Blomback moved to accept these minutes, seconded by Selectman Morse. Motion carried 3-0-2.

(Selectman Marko and Selectman Morse abstained)

Item #10 - Board of Selectmen Non-Public Meeting Minutes February 9, 2024, 5:01 p.m.

Selectman Martin moved to accept these minutes, seconded by Chairman Blomback. Motion carried 3-0-2.

(Selectman Marko and Selectman Morse abstained)

Chairman Blomback moved to unseal these minutes, seconded by Selectman Martin. Motion carried unanimously.

Item #11 - Board of Selectmen Public Hearing & Meeting Minutes February 13, 2024, 6:30 p.m.

Selectman Marko moved to accept these minutes, seconded by Selectman Morse. Motion carried 4-0-1.

(Selectman Martin abstained)

COMMUNICATIONS

Item #12 - Town Administrator Report

TA Kendall updated the board on ARPA funds and the Fire Pond.

Item #13 - Correspondence

No remarks from the board.

Item #14 - Department Reports

No remarks from the board.

Item #15 - Selectmen Reports

Chairman Blomback had nothing to report. The Police Facility Assessment Committee will meet next week.

Selectman Marko reported that the Energy Committee has been discussing decorative streetlamps with the Beautification Alliance.

Selectman Martin shared that at the February 6th meeting he was appointed to the Hazard Mitigation Plan. He asked for that vote to be ratified. **Chairman Blomback moved to approve the appointment of Neal Martin to the Hazard Mitigation Plan, seconded by Selectman Marko. Motion carried unanimously.**

Selectman Morse has nothing to report.

Selectman Osgood reported on the Conservation Commission and the Natural Resource Inventory Update they are working on with Moosewood Ecological.

PUBLIC COMMENT #2

No public comment.

DRAFT

Disclaimer – The following are Draft Minutes, which could include errors and are subject to change upon approval of the Select Board.

NON-PUBLIC

Motion to enter Nonpublic Session made by Selectman Martin, seconded by Selectman Marko. Specific Statutory Reason cited as foundation for the nonpublic session: RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted. Roll call vote to enter nonpublic session: **Kris Blomback, yes; Bill Marko, yes; Neal Martin, yes; Jeff Morse, yes; Scott Osgood, yes.** Public meeting recording stopped. Entered nonpublic session at 8:49 PM. The Board returned to public session at 9:24 PM.

ADJOURNMENT

Chairman Blomback motioned to adjourn at 9:24 PM, seconded by Selectman . The motion passed, unanimously.

Respectfully submitted,

Hank Bernstein
Minute Taker

Minutes Approved:

TOWN ADMINISTRATOR REPORT

CORRESPONDENCE

TOWN OF HENNIKER, NEW HAMPSHIRE

WASTEWATER COLLECTION SYSTEM Preliminary Submittal: Capacity, Management, Operation, and Maintenance (CMOM) Program Document

February 29, 2024



Prepared by:
Underwood Engineers, Inc.
Concord, New Hampshire

UE FILE NO. 2979



Town of Henniker,
New Hampshire

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APPENDICES

Appendix A – 2023 NPDES Permit
Appendix B – Collection System Maps
Appendix C – Sewer Use Ordinance

1. COLLECTION SYSTEM MANAGEMENT

1.1 Introduction

The Town of Henniker, NH is required to develop a sewer collection system Capacity, Management, Operations and Maintenance (CMOM) plan in accordance with NPDES permit NHG580018. A copy of the permit has been provided in **Appendix A**.

1.2 Goals

Henniker's Capacity, Management, Operations and Maintenance (CMOM) Plan will be prepared to help Henniker effectively manage the Town's wastewater collection system and achieve the following goals:

- Protect public health, staff safety, and the environment
 - Minimize the frequency and mitigate the impact of Sanitary Sewer Overflows (SSOs)
 - Convey wastewater to the wastewater treatment facility with a minimum of infiltration, inflow and exfiltration
 - Provide a safe work environment for employees, employers, and residents in Henniker
 - Perform all operations in a safe manner to prevent personal injury
 - Prevent unnecessary damage to public/private property
- Effectively balance service with cost
 - Minimize disruptions in service
 - Minimize customer complaints
 - Efficiently use the funds available for the maintenance of the infrastructure and the operation of services
 - Provide adequate capacity to convey peak flow
 - Provide responsive and efficient service to all emergency calls and disruptions in service
- Comply with all applicable regulations

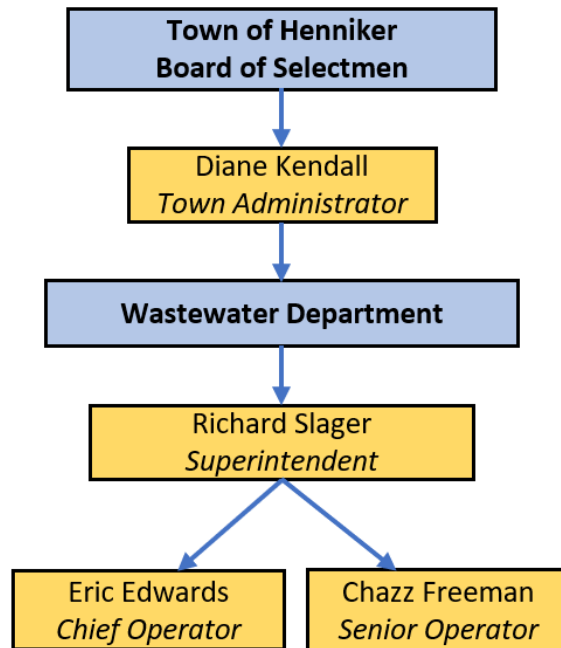
1.3 Organization and Staffing

The Town of Henniker is overseen by a five-member Board of Selectmen. The five-member board is elected at town meetings for a three-year term. The Board of Selectmen establishes town policies and appoints the Town Administrator.

The sewer system is part of the Wastewater Department. One superintendent, one chief operator, and one senior operator manage the sewer collection system and wastewater treatment facility. The Wastewater Department is one of several town departments in which the Town Administrator oversees.

The organization of Henniker’s Wastewater Department staffing is showcased in *Figure 1.1* below. The breakdown is set up in a hierarchical format.

Figure 1.1 Organization Chart



1.4 Information Management Systems

Henniker’s sewer collection system is currently mapped in GIS format. The maps are updated periodically. Copies of the current maps are included in **Appendix B**.

1.5 Legal Authorities and Controls

Henniker has established and implemented a set of regulations regarding the use of the wastewater collection system. (See **Appendix C**.) These existing regulations will be reviewed as part of the CMOM program.

Items addressed in the Town’s sewer ordinance include the following:

- Sewer uses and standards
- Industrial discharge permitting
- Reporting requirements
- Authority of inspectors
- Enforcement remedies
- Septage disposal
- FOG (fats, oils, and grease)
- Billing

2. OVERALL CONDITION OF COLLECTION SYSTEM

2.1 Collection System and Wastewater Treatment Description

The core wastewater system was originally installed in 1975. That included the original wastewater treatment facility, the West Henniker Pump Station, and the Ramsdell Road Pumping Station. The sewer collection system consists of nearly 36,500 linear feet of asbestos cement gravity main with the remainder being either cast iron, PVC, ductile iron, vitrified clay, or an unknown material. The 2,750 linear feet of force main consists of cast iron pipe. Also, part of the collection system are 6 and 8-inch inverted siphons which convey domestic wastewater across the Contoocook River to the Ramsdell Road Pump Station.

The WWTF was also constructed in 1975. The grit removal equipment is original, along with structural components such as the aeration basis and the two final clarifiers.

From 1988 to 1990, septage receiving and sludge handling upgrades were installed at the WWTF. In 2006, the WWTF aeration system underwent upgrades including a new blower building, blowers, and related piping, valves, and controls. A new UV disinfection system was installed in 2014. Major repairs were needed to Ramsdell Road Pump Station in 2017 after damage was incurred during a flood. A summary of sewer system pump stations, pipe, and structures is provided in **Table 2.1** below.

Table 2.1 Summary of Wastewater Collection Assets

Collection Basin	Pumping Stations	Structures	Gravity Mains	Force Mains	Siphon
West Henniker	1	42	7,943	2,500	0
Ramsdell Road	1	151	31,066	250	872
WWTF	0	18	1,520	0	0
Grand Total	2	211	40,529	2,750	872

2.2 Recent Studies and Construction Activities

A wastewater collection system asset management program (AMP) was completed in September 2019. Many final CMOM plan requirements were completed as part of that prior effort. That information will be compiled and, if necessary, updated for inclusion into the Final Collection System O&M Plan. A major upgrade to the WWTF is currently under design that includes grit removal improvements, clarifier internal equipment replacement, and dewatering equipment replacement, along with other minor equipment improvements.

3. COLLECTION SYSTEM O&M PLAN SCHEDULE

The following schedule for Henniker’s collection system O&M plan is based on permit requirements and the EPA’s Template for Developing Sewer Collection System Preventive Maintenance and Sewer Overflow Response Plans.

- (1) Preliminary submittal February 29, 2024
- (2) Final O&M Plan September 1, 2025
 - (a) A preventative maintenance and monitoring program for the collection system
 - Collection system inventory and condition assessment
 - Anticipated schedule of routine maintenance and monitoring activities
 - (b) Sufficient staffing to properly operate and maintain the sanitary sewer collection system
 - Staffing plan
 - Recommendations regarding training and qualifications
 - (c) Sufficient funding and the source(s) of funding for implementing the plan
 - Determine cost of rehabilitation and replacements
 - Estimate the cost of sufficient operation and maintenance
 - Compare funding levels needed to existing financial capacity
 - (d) Identify and address the causes of overflows and back-ups
 - Log and record known deficiencies
 - Cost and schedule for repair of known deficiencies
 - Develop a system for preventing future deficiencies
 - (e) Review sewer use ordinance and enforcement mechanisms. Recommend revisions as needed
 - (f) Develop an educational public outreach program for all aspects of I/I control, particularly private inflow.
 - (g) Develop a program for identifying and redirecting flow from private sources of inflow and infiltration (I&I) such as illegal sump pumps and roof down spouts
- (3) Collection system maps..... **See Appendix B**

APPENDIX A

2023 NPDES Permit

**AUTHORIZATION TO DISCHARGE UNDER THE
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM SMALL
WASTEWATER TREATMENT FACILITY GENERAL PERMIT**

In compliance with the provisions of the Federal Clean Water Act as amended, 33 U.S.C. §§ 1251 et seq. (the “CWA”),

Town of Henniker, New Hampshire

is authorized to discharge from the facility located at

**Henniker Wastewater Treatment Facility
Ramsdell Road
Henniker, NH 03242**

to receiving water named

**Contoocook River
Merrimack River Watershed**

in accordance with effluent limitations, monitoring requirements and other conditions set forth in this authorization and the Small WWTF GP (General Permit No. NHG580000).

This authorization shall become effective on September 1, 2023.

For applicable attachments see the complete version of the Small WWTF General Permit¹:

Part VIII – Standard Conditions

Attachment A – Freshwater Acute Toxicity Test Procedure and Protocol, February 2011

Attachment B – Freshwater Chronic Toxicity Test Procedure and Protocol, March 2013

Attachment C – Marine Acute Toxicity Test Procedure and Protocol, July 2012

Attachment D – Marine Chronic Toxicity Test Procedure and Protocol, November 2013

I. Applicability and Coverage of the WWTF GP

Supplementary information provided in the complete version of the Small WWTF GP.

II. Massachusetts General Permit, Permit No. MAG580000

N/A

¹ <https://www.epa.gov/npdes-permits/region-1-final-small-wastewater-treatment-facilities-general-permit>

III. New Hampshire General Permit, Permit No. NHG580000

A. Effluent Limitations and Monitoring Requirements

During the period beginning on the effective date and lasting through the expiration date, the Permittee is authorized to discharge treated effluent through Outfall Serial Number 001 to the Contoocook River. The discharge shall be limited and monitored as specified below at the end of all treatment processes, including disinfection or dechlorination, or at an alternative representative location approved by EPA and the New Hampshire Department of Environmental Services (NHDES), that provides a representative sample of the effluent. The receiving water and the influent shall be monitored as specified below.

Table 1. Effluent Limitations and Monitoring Requirements

Effluent Characteristic Parameter	Discharge Limitation ¹⁵			Monitoring Requirement ^{1,2,3}	
	Average Monthly	Average Weekly	Maximum Daily	Measurement Frequency	Sample Type ⁴
Rolling Average Effluent Flow ⁵	0.51 MGD	---	---	Continuous	Recorder
Effluent Flow ⁵	Report MGD	---	Report MGD	Continuous	Recorder
BOD ₅	30 mg/L 128 lb/day	45 mg/L 192 lb/day	50 mg/L 213 lb/day	2/Week	Composite
BOD ₅ Removal	≥ 85 %	---	---	1/Month	Calculate
TSS	30 mg/L 128 lb/day	45 mg/L 192 lb/day	50 mg/L 213 lb/day	2/Week	Composite
TSS Removal	≥ 85 %	---	---	1/Month	Calculate
pH Range ⁸	6.5-8.0 S.U.			1/Day	Grab
<i>Escherichia coli</i> ⁹	126 colonies/ 100 mL	---	406 colonies/100 mL	3/Week	Grab
Total Copper ¹²	2.4 µg/L	---	3.1 µg/L	2/Month	Composite
Total Phosphorus ¹² (April 1 – October 31)	2.3 mg/L	---	---	2/Month	Composite
Total Nitrogen ¹³	Report mg/L Report lb/day	---	Report mg/L Report lb/day	1/Month	Composite

Effluent Characteristic Parameter	Discharge Limitation ¹⁵			Monitoring Requirement ^{1,2,3}	
	Average Monthly	Average Weekly	Maximum Daily	Measurement Frequency	Sample Type ⁴
Total Kjeldahl Nitrogen ¹³	Report mg/L	---	Report mg/L	1/Month	Composite
Nitrate + Nitrite ¹³	Report mg/L	---	Report mg/L	1/Month	Composite
Perfluorohexanesulfonic acid (PFHxS) ¹⁴	---	---	Report ng/L	2/Year	Composite
Perfluorononanoic acid (PFNA) ¹⁴	---	---	Report ng/L	2/Year	Composite
Perfluorooctanesulfonic acid (PFOS) ¹⁴	---	---	Report ng/L	2/Year	Composite
Perfluorooctanoic acid (PFOA) ¹⁴	---	---	Report ng/L	2/Year	Composite
Whole Effluent Toxicity (WET) Testing^{16,17}					
Acute (LC ₅₀) (Test Species: <i>Ceriodaphnia dubia</i> and <i>Pimephales promelas</i>)	---	---	≥ 100%	1/Year	Composite
Hardness (as CaCO ₃)	---	---	Report mg/L	Same as WET Measurement Frequency and Sample Type	
Ammonia Nitrogen	---	---	Report mg/L		
Total Aluminum	---	---	Report mg/L		
Total Cadmium	---	---	Report mg/L		
Total Copper	---	---	Report mg/L		
Total Lead	---	---	Report mg/L		
Total Nickel	---	---	Report mg/L		
Total Zinc	---	---	Report mg/L		
Total Organic Carbon	---	---	Report mg/L		

Ambient Characteristic ¹⁸	Reporting Requirements			Monitoring Requirements ^{1,2,3}	
	Average Monthly	Average Weekly	Maximum Daily	Measurement Frequency	Sample Type ⁴
Hardness	---	---	Report mg/L		Grab
Ammonia Nitrogen	---	---	Report mg/L		Grab
Total Aluminum	---	---	Report mg/L		Grab
Total Cadmium	---	---	Report mg/L		Grab

Total Copper	---	---	Report mg/L	Same as WET Monitoring Frequency	Grab
Total Nickel	---	---	Report mg/L		Grab
Total Lead	---	---	Report mg/L		Grab
Total Zinc	---	---	Report mg/L		Grab
Total Organic Carbon	---	---	Report mg/L		Grab
Dissolved Organic Carbon ¹⁹	---	---	Report mg/L		Grab
pH ²⁰	---	---	Report S.U.		Grab
Temperature ²⁰	---	---	Report °C	Grab	

Influent Characteristic	Reporting Requirements			Monitoring Requirements ^{1,2,3}	
	Average Monthly	Average Weekly	Maximum Daily	Measurement Frequency	Sample Type ⁴
BOD ₅	Report mg/L	---	---	2/Month	Composite
TSS	Report mg/L	---	---	2/Month	Composite
Perfluorohexanesulfonic acid (PFHxS) ¹⁴	---	---	Report ng/L	2/Year	Composite
Perfluorononanoic acid (PFNA) ¹⁴	---	---	Report ng/L	2/Year	Composite
Perfluorooctanesulfonic acid (PFOS) ¹⁴	---	---	Report ng/L	2/Year	Composite
Perfluorooctanoic acid (PFOA) ¹⁴	---	---	Report ng/L	2/Year	Composite

Sludge Characteristic	Reporting Requirements			Monitoring Requirements ^{1,2,3}	
	Average Monthly	Average Weekly	Maximum Daily	Measurement Frequency	Sample Type ⁴
Perfluorohexanesulfonic acid (PFHxS) ²²	---	---	Report ng/g	2/Year	Grab ²³
Perfluorononanoic acid (PFNA) ²²	---	---	Report ng/g	2/Year	Grab ²³
Perfluorooctanesulfonic acid (PFOS) ²²	---	---	Report ng/g	2/Year	Grab ²³
Perfluorooctanoic acid (PFOA) ²²	---	---	Report ng/g	2/Year	Grab ²³

Footnotes to Part III.A. Table 1:

1. All samples shall be collected in a manner to yield representative data. A routine sampling program shall be developed in which samples are taken at the same location, same time and same days of the week each month. Occasional deviations from the routine sampling program are allowed, but the reason for the deviation shall be documented as an electronic attachment to the applicable discharge monitoring report. The Permittee shall report the results to the Environmental Protection Agency Region 1 (EPA) and the State of any additional testing above that required herein, if testing is in accordance with 40 CFR Part 136.
2. In accordance with 40 CFR § 122.44(i)(1)(iv), the Permittee shall monitor according to sufficiently sensitive test procedures (i.e., methods) approved under 40 CFR Part 136 or required under 40 CFR chapter I, subchapter N or O, for the analysis of pollutants or pollutant parameters (except WET). A method is “sufficiently sensitive” when: 1) The method minimum level (ML) is at or below the level of the effluent limitation established in the permit for the measured pollutant or pollutant parameter; or 2) The method has the lowest ML of the analytical methods approved under 40 CFR Part 136 or required under 40 CFR chapter I, subchapter N or O for the measured pollutant or pollutant parameter. The term “minimum level” refers to either the sample concentration equivalent to the lowest calibration point in a method or a multiple of the method detection limit (MDL), whichever is higher. Minimum levels may be obtained in several ways: They may be published in a method; they may be based on the lowest acceptable calibration point used by a laboratory; or they may be calculated by multiplying the MDL in a method, or the MDL determined by a laboratory, by a factor.

When a parameter is not detected above the ML, the Permittee must report the data qualifier signifying less than the ML for that parameter (e.g., < 50 µg/L, if the ML for a parameter is 50 µg/L). For reporting an average based on a mix of values detected and not detected, assign a value of “0” to all non-detects for that reporting period and report the average of all the results.

3. N/A
4. A “grab” sample is an individual sample collected in a period of less than 15 minutes.

A “composite” sample is a composite of at least twenty-four (24) grab samples taken during one consecutive 24-hour period, either collected at equal intervals and combined proportional to flow or continuously collected proportional to flow.
5. The limit is a rolling annual average, reported in million gallons per day (MGD), which will be calculated as the arithmetic mean of the monthly average flow for the reporting month and the monthly average flows of the previous eleven months. Also report monthly average and maximum daily flow in MGD.
6. N/A
7. N/A

8. The pH shall be within the specified range at all times. The minimum and maximum pH sample measurement values for the month shall be reported in standard units (S.U.).

The pH range may be modified if the Permittee satisfies conditions set forth in Part III.E.5 below. Upon notification of an approval by NHDES, EPA will review and, if acceptable, will submit written notice to the Permittee of the permit change. The modified pH range will not be in effect until the Permittee receives written notice from EPA.

9. Bacteria monitoring shall be conducted concurrently with TRC monitoring, if TRC monitoring is required. The monthly average limits for bacteria are expressed as a geometric mean.

For samples tested using the Most Probable Number (MPN) method, the units may be expressed as MPN. The units may also be expressed as colony forming units (cfu) when using the Membrane Filtration method.

10. The average monthly values for fecal coliform shall be determined by calculating the geometric mean using daily sample results. As a daily maximum, not more than 10 percent of collected samples (over a monthly period) shall exceed a Most Probable Number (MPN) of 28 per 100. Each month the percentage of collected samples that exceeds an MPN of 28 per 100 mL shall be reported at the Daily Maximum value. Furthermore, all Fecal Coliform data collected must be submitted with the monthly Discharge Monitoring Reports (DMRs).

11. N/A

12. See Part IV.E below for compliance schedules applicable to the copper and phosphorus limits.

13. Total Kjeldahl nitrogen and nitrate + nitrite samples shall be collected concurrently. The results of these analyses shall be used to calculate both the concentration and mass loadings of total nitrogen, as follows.

Total Nitrogen (mg/L) = Total Kjeldahl Nitrogen (mg/L) + Nitrate + Nitrite (mg/L)

Total Nitrogen (lb/day) = [(average monthly Total Nitrogen (mg/L) * total monthly effluent flow (Millions of Gallons (MG)) / # of days in the month] * 8.34

14. Report in nanograms per liter (ng/L). Monitoring and reporting shall be done twice per year, once in each 3rd calendar quarter and once in each 4th calendar quarter. This reporting requirement for the listed PFAS parameters takes effect the first full 3rd or 4th calendar quarter following 6 months after EPA notifies the permittee that an EPA multi-lab validated method for wastewater is available.

15. N/A

16. The Permittee shall conduct acute toxicity tests (LC50) in accordance with test procedures and protocols specified in **Attachment A** of this permit. LC50 is defined in Part VIII.E. of this permit. The Permittee shall test the daphnid (*Ceriodaphnia dubia*) and the fathead

minnow (*Pimephales promelas*). Toxicity test samples shall be collected during the same weeks each time of calendar quarter ending September 30th. The complete report for each toxicity test shall be submitted as an attachment to the DMR submittal which includes the results for that toxicity test.

17. For Part I.A.1., Whole Effluent Toxicity Testing, the Permittee shall conduct the analyses specified in **Attachment A**, Part VI. CHEMICAL ANALYSIS for the effluent sample. If toxicity test(s) using the receiving water as diluent show the receiving water to be toxic or unreliable, the Permittee shall follow procedures outlined in **Attachment A**, Section IV., DILUTION WATER. Minimum levels and test methods are specified in **Attachment A**, Part VI. CHEMICAL ANALYSIS.
18. For Part I.A.1., Ambient Characteristic, the Permittee shall conduct the analyses specified in **Attachment A**, Part VI. CHEMICAL ANALYSIS for the receiving water sample collected as part of the WET testing requirements. Such samples shall be taken from the receiving water at a point immediately upstream (for freshwater discharges) or outside (for marine discharges) of the permitted discharge's zone of influence at a reasonably accessible location, as specified in **Attachment A**. Minimum levels and test methods are specified in **Attachment A**, Part VI. CHEMICAL ANALYSIS.
19. Monitoring and reporting for dissolved organic carbon (DOC) are not requirements of the Whole Effluent Toxicity (WET) tests but are additional requirements. The Permittee may analyze the WET samples for DOC or may collect separate samples for DOC concurrently with WET sampling.
20. A pH and temperature measurement shall be taken of each receiving water sample at the time of collection and the results reported on the appropriate DMR. These pH and temperature measurements are independent from any pH and temperature measurements required by the WET testing protocols.
21. N/A
22. Report in nanograms per gram (ng/g).

Monitoring and reporting for PFAS in the sludge of non-lagoon facilities shall be done twice per year, once in each 3rd calendar quarter and once in each 4th calendar quarter. This reporting requirement for the listed PFAS parameters takes effect the first full 3rd or 4th calendar quarter following 6 months after EPA notifies the Permittee that an EPA multi-lab validated method for sludge is available.
23. Sludge sampling shall be as representative as possible based on guidance found at <https://www.epa.gov/sites/production/files/2018-11/documents/potw-sludge-sampling-guidance-document.pdf>.

B. Other Requirements

1. The discharge shall not cause a violation of the water quality standards of the receiving water.
2. The discharge shall be free from substances in kind or quantity that settle to form harmful benthic deposits; float as foam, debris, scum or other visible substances; produce odor, color, taste or turbidity that is not naturally occurring and would render the surface water unsuitable for its designated uses; result in the dominance of nuisance species; or interfere with recreational activities.
3. Tainting substances shall not be present in the discharge in concentrations that individually or in combination are detectable by taste and odor tests performed on the edible portions of aquatic organisms.
4. The discharge shall not result in toxic substances or chemical constituents in concentrations or combinations in the receiving water that injure or are inimical to plants, animals, humans or aquatic life; or persist in the environment or accumulate in aquatic organisms to levels that result in harmful concentrations in edible portions of fish, shellfish, other aquatic life, or wildlife that might consume aquatic life.
5. The discharge shall not result in benthic deposits that have a detrimental impact on the benthic community. The discharge shall not result in oil and grease, color, slicks, odors, or surface floating solids that would impair any existing or designated uses in the receiving water.
6. The discharge shall not result in an exceedance of the naturally occurring turbidity in the receiving water by more than 10 NTUs.
7. The Permittee must provide adequate notice to EPA-Region 1 and the State of the following:
 - a. Any new introduction of pollutants into the POTW or facility from an indirect discharger which would be subject to Part 301 or Part 306 of the Clean Water Act if it were directly discharging those pollutants or in a primary industry category (see 40 CFR Part 122 Appendix A as amended) discharging process water; and
 - b. Any substantial change in the volume or character of pollutants being introduced into that POTW or facility by a source introducing pollutants into the POTW or facility at the time of issuance of the permit.
 - c. For purposes of this paragraph, adequate notice shall include information on:
 - (1) The quantity and quality of effluent introduced into the POTW or facility; and
 - (2) Any anticipated impact of the change on the quantity or quality of effluent to be discharged from the POTW or facility.
8. Pollutants introduced into the POTW or facility by a non-domestic source (user) shall not pass through the POTW or facility or interfere with the operation or performance of the works.

C. Unauthorized Discharges

This permit authorizes discharges only from the outfall(s) listed in the written authorization to discharge from EPA in accordance with the terms and conditions of this permit. Discharges of wastewater from any other point sources, including sanitary sewer overflows (SSOs), are not authorized by this permit in accordance with Part VIII.D.1.e.(1) (24-hour reporting). See Part VI below for reporting requirements.

D. Additional Requirements for Facilities Discharging to Marine Waters

N/A

E. State Permit Conditions

1. The Permittee shall not at any time, either alone or in conjunction with any person or persons, cause directly or indirectly the discharge of waste into the said receiving water unless it has been treated in such a manner as will not lower the legislated water quality classification or interfere with the uses assigned to said water by the New Hampshire Legislature (RSA 485-A:12).
2. This NPDES discharge permit is issued by EPA under federal and state law. Upon final issuance by EPA, the New Hampshire Department of Environmental Services – Water Division (NHDES-WD) may adopt this permit, including all terms and conditions, as a state permit pursuant to RSA 485-A:13.
3. EPA shall have the right to enforce the terms and conditions of this permit pursuant to federal law and NHDES-WD shall have the right to enforce the permit pursuant to state law, if the permit is adopted. Any modification, suspension, or revocation of this permit shall be effective only with respect to the agency taking such action and shall not affect the validity or status of the permit as issued by the other agency.
4. Pursuant to New Hampshire Statute RSA 485-A:13,I(c), any person responsible for a bypass or upset at a *wastewater facility* shall give immediate notice of a bypass or upset to all public or privately owned water systems drawing water from the same receiving water and located within 20 miles downstream of the point of discharge regardless of whether or not it is on the same receiving water or on another surface water to which the receiving water is tributary. Wastewater facility is defined at RSA 485-A:2XIX as the structures, equipment, and processes required to collect, convey, and treat domestic and industrial wastes, and dispose of the effluent and sludge. The Permittee shall maintain a list of persons, and their telephone numbers, who are to be notified immediately by telephone. In addition, written notification, which shall be postmarked within 3 days of the bypass or upset, shall be sent to such persons.
5. The pH range of 6.5 to 8.0 Standard Units (S.U.) must be achieved in the final effluent unless the Permittee can demonstrate to NHDES-WD: 1) that the range should be widened due to naturally occurring conditions in the receiving water; or 2) that the naturally occurring receiving water pH is not significantly altered by the Permittee's discharge. The scope of any demonstration project must receive prior approval from NHDES-WD. In no case, shall the

above procedure result in pH limits outside the range of 6.0 to 9.0 S.U., which is the federal effluent limitation guideline regulation for pH for secondary treatment and is found in 40 CFR § 133.102(c).

6. Pursuant to New Hampshire Code of Administrative Rules, Env-Wq 703.07(a):
 - a. Any person proposing to construct or modify any of the following shall submit an application for a sewer connection permit to the department:
 - (1) Any extension of a collector or interceptor, whether public or private, regardless of flow;
 - (2) Any wastewater connection or other discharge in excess of 5,000 gpd;
 - (3) Any wastewater connection or other discharge to a WWTP operating in excess of 80 percent design flow capacity or design loading capacity based on actual average flow or loading for 3 consecutive months;
 - (4) Any industrial wastewater connection or change in existing discharge of industrial wastewater, regardless of quality or quantity;
 - (5) Any sewage pumping station greater than 50 gpm or serving more than one building; or
 - (6) Any proposed sewer that serves more than one building or that requires a manhole at the connection.
7. For each new or increased discharge of industrial waste to the POTW, the Permittee shall submit, in accordance with Env-Wq 305.10(b) an “Industrial Wastewater Discharge Request.”
8. Pursuant to Env-Wq 305.15(d) and 305.16(f), the Permittee shall not allocate or accept for treatment more than 90 percent of the headworks loading limits of the facility.
9. Pursuant to Env-Wq 305.21, at a frequency no less than every five years, the Permittee shall submit to NHDES:
 - a. A copy of its current sewer use ordinance if it has been revised without department approval subsequent to any previous submittal to the department or a certification that no changes have been made.
 - b. A current list of all significant indirect dischargers to the POTW. At a minimum, the list shall include for each significant indirect discharger, its name and address, the name and daytime telephone number of a contact person, products manufactured, industrial processes used, existing pretreatment processes, and discharge permit status.
 - c. A list of all permitted indirect dischargers; and
 - d. A certification that the municipality is strictly enforcing its sewer use ordinance and all discharge permits it has issued.
10. When the effluent discharged for a period of three (3) consecutive months exceeds 80 percent of the design flow or design loading capacity, the Permittee shall submit to the permitting authorities a projection of flows and loadings up to the time when the design capacity of the

treatment facility will be reached, and a program for maintaining satisfactory treatment levels consistent with approved water quality management plans. Before the design flow will be reached, or whenever treatment necessary to achieve permit limits cannot be assured, the Permittee may be required to submit plans for facility improvements.

IV. Additional Limitations, Conditions, and Requirements

A. Operation and Maintenance of the Sewer System

Operation and maintenance (O&M) of the sewer system shall be in compliance with the Standard Conditions of Part II and the following terms and conditions. The Permittee shall complete the following activities for the collection system which it owns:

1. Maintenance Staff

The Permittee shall provide an adequate staff to carry out the operation, maintenance, repair, and testing functions required to ensure compliance with the terms and conditions of this permit. Provisions to meet this requirement shall be described in the Collection System O&M Plan required pursuant to Section IV.A.5. below.

2. Preventive Maintenance Program

The Permittee shall maintain an ongoing preventive maintenance program to prevent overflows and bypasses caused by malfunctions or failures of the sewer system infrastructure. The program shall include an inspection program designed to identify all potential and actual unauthorized discharges. Plans and programs to meet this requirement shall be described in the Collection System O&M Plan required pursuant to Section IV.A.5. below.

3. Infiltration/Inflow

The Permittee shall control infiltration and inflow (I/I) into the sewer system as necessary to prevent high flow related unauthorized discharges from their collection systems and high flow related violations of the wastewater treatment plant's effluent limitations. Plans and programs to control I/I shall be described in the Collection System O&M Plan required pursuant to Section IV.A.5. below.

4. Collection System Mapping

Within 30 months of the effective date of this permit, the Permittee shall prepare a map of the sewer collection system it owns. The map shall be on a street map of the community, with sufficient detail and at a scale to allow easy interpretation. The collection system information shown on the map shall be based on current conditions and shall be kept up-to-date and available for review by federal, state, or local agencies. Such map(s) shall include, but not be limited to the following:

- a. All sanitary sewer lines and related manholes;

- b. All combined sewer lines, related manholes, and catch basins;
- c. All combined sewer regulators and any known or suspected connections between the sanitary sewer and storm drain systems (e.g. combination manholes);
- d. All outfalls, including the treatment plant outfall(s), CSOs, and any known or suspected SSOs, including stormwater outfalls that are connected to combination manholes;
- e. All pump stations and force mains;
- f. The wastewater treatment facility(ies);
- g. All surface waters (labeled);
- h. Other major appurtenances such as inverted siphons and air release valves;
- i. A numbering system which uniquely identifies manholes, catch basins, overflow points, regulators and outfalls;
- j. The scale and a north arrow; and
- k. The pipe diameter, date of installation, type of material, distance between manholes, and the direction of flow.

5. Collection System O&M Plan

- a. Within six (6) months of the effective date of the permit, the Permittee shall submit to EPA and the State
 - (1) A description of the collection system management goals, staffing, information management, and legal authorities;
 - (2) A description of the collection system and the overall condition of the collection system including a list of all pump stations and a description of recent studies and construction activities; and
 - (3) A schedule for the development and implementation of the full Collection System O&M Plan including the elements in paragraphs b.1. through b.8. below.
- b. The full Collection System O&M Plan shall be completed, implemented and submitted to EPA and the State within twenty-four (24) months from the effective date of this permit. The Plan shall include:
 - (1) The required submittal from paragraph 5.a. above, updated to reflect current information;
 - (2) A preventive maintenance and monitoring program for the collection system;

- (3) Description of sufficient staffing necessary to properly operate and maintain the sanitary sewer collection system and how the operation and maintenance program is staffed;
- (4) Description of funding, the source(s) of funding and provisions for funding sufficient for implementing the plan;
- (5) Identification of known and suspected overflows and back-ups, including manholes. A description of the cause of the identified overflows and back-ups, corrective actions taken, and a plan for addressing the overflows and back-ups consistent with the requirements of this permit;
- (6) A description of the Permittee's programs for preventing I/I related effluent violations and all unauthorized discharges of wastewater, including overflows and by-passes and the ongoing program to identify and remove sources of I/I. The program shall include an inflow identification and control program that focuses on the disconnection and redirection of illegal sump pumps and roof down spouts;
- (7) An educational public outreach program for all aspects of I/I control, particularly private inflow; and
- (8) An Overflow Emergency Response Plan to protect public health from overflows and unanticipated bypasses or upsets that exceed any effluent limitation in the permit.

6. Annual Reporting Requirement

The Permittee shall submit a summary report of activities related to the implementation of its Collection System O&M Plan during the previous calendar year. The report shall be submitted to EPA and the State annually by March 31. The first annual report is due the first March 31st following submittal of the collection system O&M Plan required by Part IV.A.5.b. of this permit. The summary report shall, at a minimum, include:

- a. A description of the staffing levels maintained during the year;
- b. A map and a description of inspection and maintenance activities conducted and corrective actions taken during the previous year;
- c. Expenditures for any collection system maintenance activities and corrective actions taken during the previous year;
- d. A map with areas identified for investigation/action in the coming year;
- e. A summary of unauthorized discharges during the past year and their causes and a report of any corrective actions taken as a result of the unauthorized discharges reported pursuant to the Unauthorized Discharges section of this permit; and
- f. In New Hampshire, if the monthly average flow exceeded 80 percent of the facility's design flow for three consecutive months in the previous calendar year, or there have been capacity related overflows, the report shall include items in (1) and (2) below.
 - (1) Plans for further potential flow increases describing how the Permittee will maintain compliance with the flow limit and all other effluent limitations and conditions; and

- (2) A calculation of the maximum daily, weekly, and monthly infiltration and the maximum daily, weekly, and monthly inflow for the reporting year.

B. Alternate Power Source

In order to maintain compliance with the terms and conditions of this permit, the Permittee shall provide an alternative power source(s) sufficient to operate the portion of the publicly owned treatment works it owns and operates, as defined in Part VIII.E.1 of this permit.

C. Industrial Users

1. The Permittee shall submit to EPA and the State the name of any Industrial User (IU) subject to Categorical Pretreatment Standards under 40 CFR § 403.6 and 40 CFR chapter I, subchapter N (Parts 405-415, 417-430, 432, 447, 449-451, 454, 455, 457-461, 463-469, and 471 as amended) who commences discharge to the facility after the effective date of this permit.

This reporting requirement also applies to any other IU who is classified as a Significant Industrial User which discharges an average of 25,000 gallons per day or more of process wastewater into the facility (excluding sanitary, noncontact cooling and boiler blowdown wastewater); contributes a process wastewater which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the facility; or is designated as such by the Control Authority as defined in 40 CFR § 403.3(f) on the basis that the industrial user has a reasonable potential to adversely affect the wastewater treatment facility's operation, or for violating any pretreatment standard or requirement (in accordance with 40 CFR § 403.8(f)(6)).

2. In the event that the Permittee receives originals of reports (baseline monitoring reports, 90-day compliance reports, periodic reports on continued compliance, etc.) from industrial users subject to Categorical Pretreatment Standards under 40 CFR § 403.6 and 40 CFR chapter I, subchapter N (Parts 405-415, 417-430, 432-447, 449-451, 454, 455, 457-461, 463-469, and 471 as amended), or from a Significant Industrial User, the Permittee shall forward the originals of these reports within ninety (90) days of their receipt to EPA, and copy the State in accordance with Part VI.2 below.
3. Beginning the first full calendar quarter following 6 months after EPA has notified the Permittee that a multi-lab validated method for wastewater is available, the Permittee shall commence annual sampling of the following types of industrial discharges into the POTW:
 - Commercial Car Washes
 - Platers/Metal Finishers
 - Paper and Packaging Manufacturers
 - Tanneries and Leather/Fabric/Carpet Treaters
 - Manufacturers of Parts with Polytetrafluoroethylene (PTFE) or teflon type coatings (i.e. bearings)
 - Landfill Leachate
 - Centralized Waste Treaters
 - Contaminated Sites
 - Fire Fighting Training Facilities

- Airports
- Any Other Known or Expected Sources of PFAS

For dischargers in New Hampshire, sampling shall be for the following PFAS chemicals:

Industrial User Effluent Characteristic	Maximum Daily	Monitoring Requirements	
		Frequency	Sample Type
Perfluorohexanesulfonic acid (PFHxS)	Report ng/L	1/year	Composite
Perfluorononanoic acid (PFNA)	Report ng/L	1/year	Composite
Perfluorooctanesulfonic acid (PFOS)	Report ng/L	1/year	Composite
Perfluorooctanoic acid (PFOA)	Report ng/L	1/year	Composite

The industrial discharges sampled and the sampling results shall be summarized and submitted to EPA and copy the state as an electronic attachment to the March discharge monitoring report due April 15th of the calendar year following the testing.

D. Sludge Conditions

1. The Permittee shall comply with all existing federal and state laws and regulations² that apply to sewage sludge use and disposal practices, including EPA regulations promulgated at 40 CFR Part 503, which prescribe “Standards for the Use or Disposal of Sewage Sludge” pursuant to § 405(d) of the CWA, 33 U.S.C. § 1345(d).
2. If both state and federal requirements apply to the Permittee’s sludge use and/or disposal practices, the Permittee shall comply with the more stringent of the applicable requirements.
3. The requirements and technical standards of 40 CFR Part 503 apply to the following sludge use or disposal practices:
 - a. Land application - the use of sewage sludge to condition or fertilize the soil
 - b. Surface disposal - the placement of sewage sludge in a sludge only landfill
 - c. Sewage sludge incineration in a sludge only incinerator
4. The requirements of 40 CFR Part 503 do not apply to facilities which dispose of sludge in a municipal solid waste landfill. 40 CFR § 503.4. These requirements also do not apply to facilities which do not use or dispose of sewage sludge during the life of the permit but rather treat the sludge (e.g., lagoons, reed beds), or are otherwise excluded under 40 CFR § 503.6.

² For Permittees in New Hampshire, compliance with the requirements of this permit or 40 CFR Part 503 shall not eliminate or modify the need to comply with applicable requirements under RSA 485-A and Env-Wq 800, New Hampshire Sludge Management Rules

5. The 40 CFR Part 503 requirements include the following elements:

- General requirements
- Pollutant limitations
- Operational Standards (pathogen reduction requirements and vector attraction reduction requirements)
- Management practices
- Record keeping
- Monitoring
- Reporting

Which of the 40 CFR Part 503 requirements apply to the Permittee will depend upon the use or disposal practice followed and upon the quality of material produced by a facility. The EPA Region 1 Guidance document, “EPA Region 1 - NPDES Permit Sludge Compliance Guidance” (November 4, 1999), may be used by the Permittee to assist it in determining the applicable requirements.³

6. The sludge shall be monitored for pollutant concentrations (all Part 503 methods) and pathogen reduction and vector attraction reduction (land application and surface disposal) at the following frequency. This frequency is based upon the volume of sewage sludge generated at the facility in dry metric tons per year, as follows:

less than 290	1/ year
290 to less than 1,500	1 /quarter
1,500 to less than 15,000	6 /year
15,000 +	1 /month

Sampling of the sewage sludge shall use the procedures detailed in 40 CFR § 503.8.

7. Under 40 CFR § 503.9(r), the Permittee is a “person who prepares sewage sludge” because it “is ... the person who generates sewage sludge during the treatment of domestic sewage in a treatment works” If the Permittee contracts with *another* “person who prepares sewage sludge” under 40 CFR § 503.9(r) – i.e., with “a person who derives a material from sewage sludge” – for use or disposal of the sludge, then compliance with Part 503 requirements is the responsibility of the contractor engaged for that purpose. If the Permittee does not engage a “person who prepares sewage sludge,” as defined in 40 CFR § 503.9(r), for use or disposal, then the Permittee remains responsible to ensure that the applicable requirements in Part 503 are met. 40 CFR § 503.7. If the ultimate use or disposal method is land application, the Permittee is responsible for providing the person receiving the sludge with notice and

³ This guidance document is available upon request from EPA Region 1 and may also be found at: <http://www.epa.gov/region1/npdes/permits/generic/sludgeguidance.pdf>

necessary information to comply with the requirements of 40 CFR § 503 Subpart B.

E. Schedules of Compliance

1. The Permittee will have a schedule of compliance of 18 months for the monthly average and daily maximum copper limit of 2.4 µg/L and 3.1 µg/L, respectively. During the compliance schedule, the Permittee shall monitor at the frequency specified in Table 1 and report monitoring results for copper.

The Permittee will have a schedule of compliance of 18 months for the monthly average phosphorus limit of 2.3 mg/L. During the compliance schedule, the Permittee shall monitor at the frequency specified in Table 1 and report monitoring results for phosphorus (from April through October).

2. Within twelve (12) months of the authorization to discharge under the General Permit, the Permittee shall submit to EPA and the State a status report relative to the process improvements necessary to achieve the permit limit.

V. Obtaining Authorization to Discharge

N/A

VI. Monitoring, Record-Keeping, and Reporting Requirements

Unless otherwise specified in this permit, the Permittee shall submit reports, requests, and information and provide notices in the manner described in this section.

1. Submittal of DMRs Using NetDMR

The Permittee shall continue to submit its monthly monitoring data in discharge monitoring reports (DMRs) to EPA and the State no later than the 15th day of the month electronically using NetDMR. When the Permittee submits DMRs using NetDMR, it is not required to submit hard copies of DMRs to EPA or the State. NetDMR is accessible through EPA's Central Data Exchange at <https://cdx.epa.gov/>.

2. Submittal of Reports as NetDMR Attachments

Unless otherwise specified in this permit, the Permittee shall electronically submit all reports to EPA as NetDMR attachments rather than as hard copies. For dischargers in New Hampshire, this includes the NHDES Monthly Operating Reports (MORs). See Part VI.5 for more information on State reporting. Because the due dates for reports described in this permit may not coincide with the due date for submitting DMRs (which is no later than the 15th day of the month), a report submitted electronically as a NetDMR attachment shall be considered timely if it is electronically submitted to EPA using NetDMR with the next DMR due following the report due date specified in this permit.

3. Submittal of Requests and Reports to EPA Water Division (WD)

- a. The following requests, reports, and information described in this permit shall be submitted to the NPDES Applications Coordinator in EPA Water Division (WD):
 - (1) Transfer of permit notice;
 - (2) Request for changes in sampling location;
 - (3) Request for reduction in testing frequency;
 - (4) Request for change in WET testing requirement; and
 - (5) Report on unacceptable dilution water / request for alternative dilution water for WET testing.
 - (6) Report of new industrial user commencing discharge
 - (7) Report received from existing industrial user
 - (8) Request for extension of compliance schedule
 - b. These reports, information, and requests shall be submitted to EPA WD electronically at R1NPDESReporting@epa.gov.
4. Submittal of Reports to EPA Enforcement and Compliance Assurance Division (ECAD) in Hard Copy form
- a. The following notifications and reports shall be signed and dated originals, submitted as hard copy, with a cover letter describing the submission:
 - (1) Written notifications required under Part VIII.B.4.c, for bypasses, and Part VIII.D.1.e, for sanitary sewer overflows (SSOs). Starting on 21 December 2025, such notifications must be done electronically using EPA's NPDES Electronic Reporting Tool ("NeT"), or another approved EPA system, which will be accessible through EPA's Central Data Exchange at <https://cdx.epa.gov/>.
 - b. This information shall be submitted to EPA ECAD at the following address:

U.S. Environmental Protection Agency
Enforcement and Compliance Assurance Division
Water Compliance Section
5 Post Office Square, Suite 100 (04-SMR)
Boston, MA 02109-3912

5. State Reporting

Unless otherwise specified in this permit or by the State, duplicate signed copies of all reports, information, requests or notifications described in this permit, including the reports, information, requests or notifications described in Parts VI.3 and VI.4 shall also be submitted to the New Hampshire Department of Environmental Services, Water Division (NHDES-WD) electronically to the Permittee's assigned NPDES inspector at NHDES-WD or as a hardcopy to the following addresses:

New Hampshire Department of Environmental Services
Water Division
Wastewater Engineering Bureau

29 Hazen Drive, P.O. Box 95
Concord, New Hampshire 03302-0095

6. Verbal Reports and Verbal Notifications

- a. Any verbal reports or verbal notifications, if required in Parts I through VIII of this permit, shall be made to both EPA and to the State. This includes verbal reports and notifications which require reporting within 24 hours (e.g., Part VIII.B.4.c.(2), Part VIII.B.5.c.(3), and Part VIII.D.1.e).
- b. Verbal reports and verbal notifications shall be made to:

EPA ECAD at 617-918-1510
and
NHDES Assigned NPDES Inspector listed below:
Central/South NH: 603-271-2985
North/West NH: 603-271-1494
NH Seacoast: 603-271-1493

VII. Administrative Requirements

A. Notice of Termination (NOT) of Discharge or Change of Owner/Operator

Permittees shall notify EPA and the appropriate State agency in writing upon the termination of any discharge(s) authorized by the Small WWTF GP. The NOT shall include the name, mailing address, phone number, and the location of the facility for which the notification is being submitted, the NPDES permit number of the discharge identified by the notice, and an indication of whether the discharge has been eliminated or if the owner/operator of the discharge has changed. The NOT shall be signed in accordance with the signatory requirements of 40 CFR § 122.22. Completed and signed NOTs shall be submitted to EPA and the appropriate State agency at the addresses provided in Part VI above.

B. Continuation of this General Permit After Expiration

If this General Permit is not reissued prior to its expiration date, it will be administratively continued in accordance with the Administrative Procedures Act (5 U.S.C. 558(c)) and 40 CFR § 122.6 and remain in full force and in effect for discharges covered prior to its expiration. The permit application requirement under 40 CFR § 122.6 and Part VIII.A.7 of this permit has been waived for this permit term.

Coverage under this permit will not be available to any facility that is not authorized to discharge under the General Permit before the expiration date.

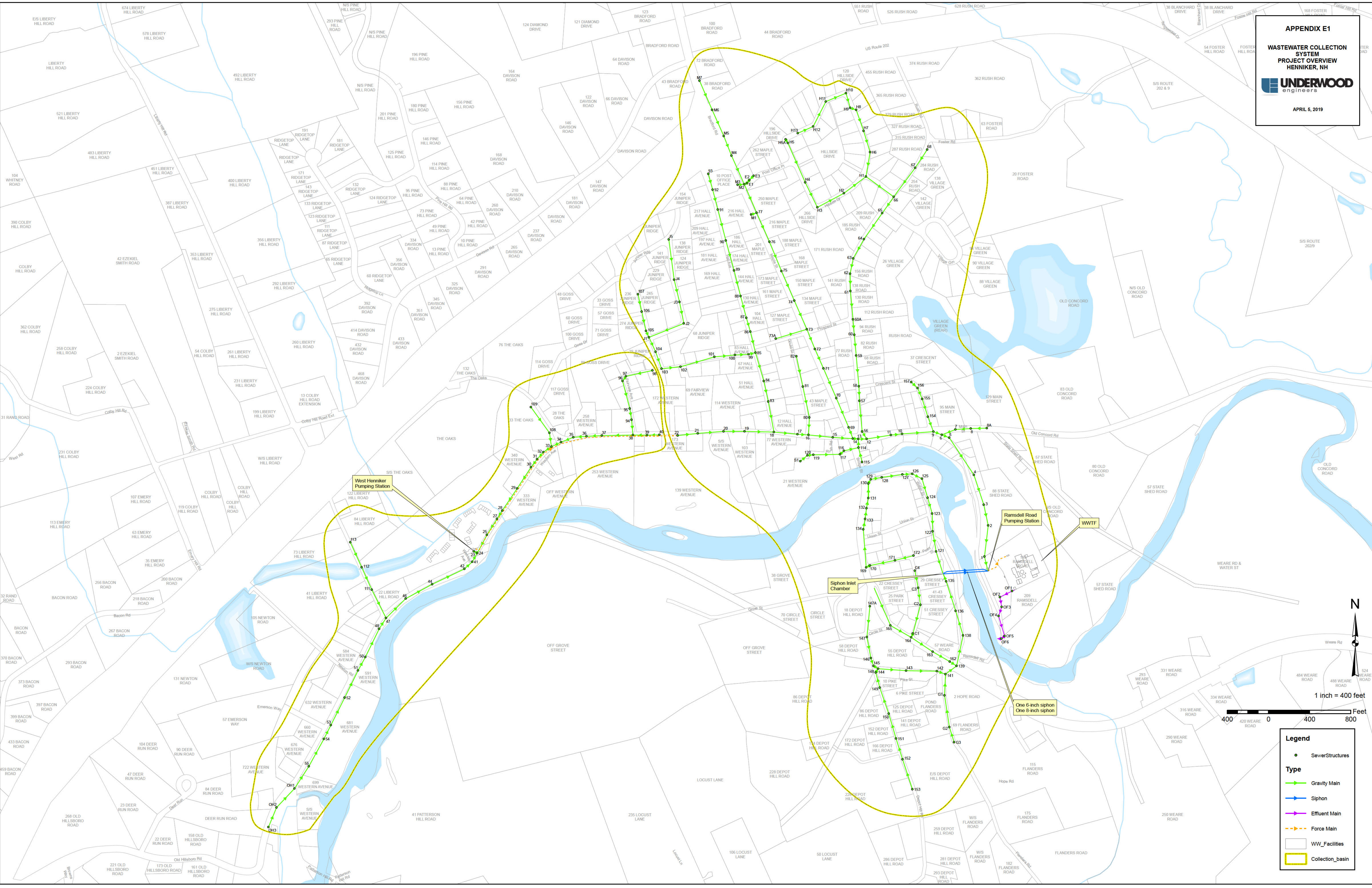
Any permittee whose authorization to discharge under this General Permit was administratively continued will automatically remain covered by the continued General Permit until the earlier of:

1. Authorization to discharge under a reissued permit or a replacement of this permit; or

2. The Permittee's submittal of a Notice of Termination; or
3. Issuance of an individual permit for the Permittee's discharge; or
4. A formal permit decision by EPA not to reissue this General Permit, at which time EPA will identify a reasonable time period for covered dischargers to seek coverage under an alternative general permit or an individual permit. Coverage under this permit will cease at the end of this time period.








APPENDIX B

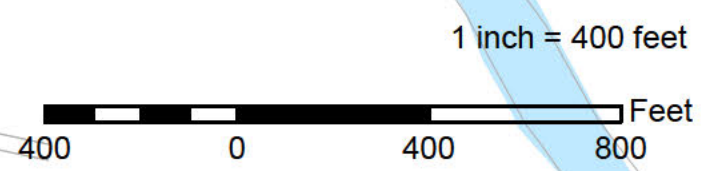
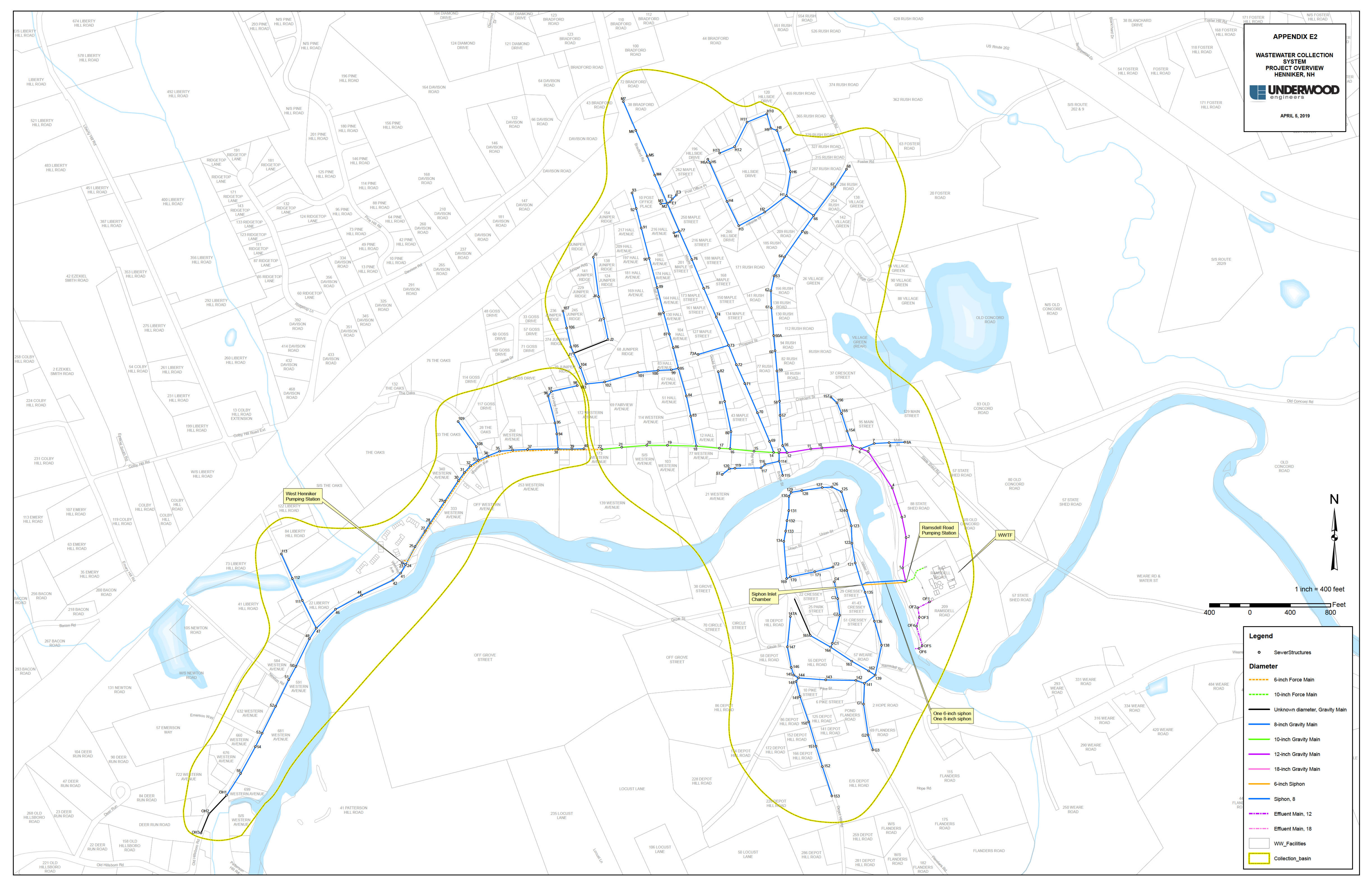
Collection System Maps



1 inch = 400 feet

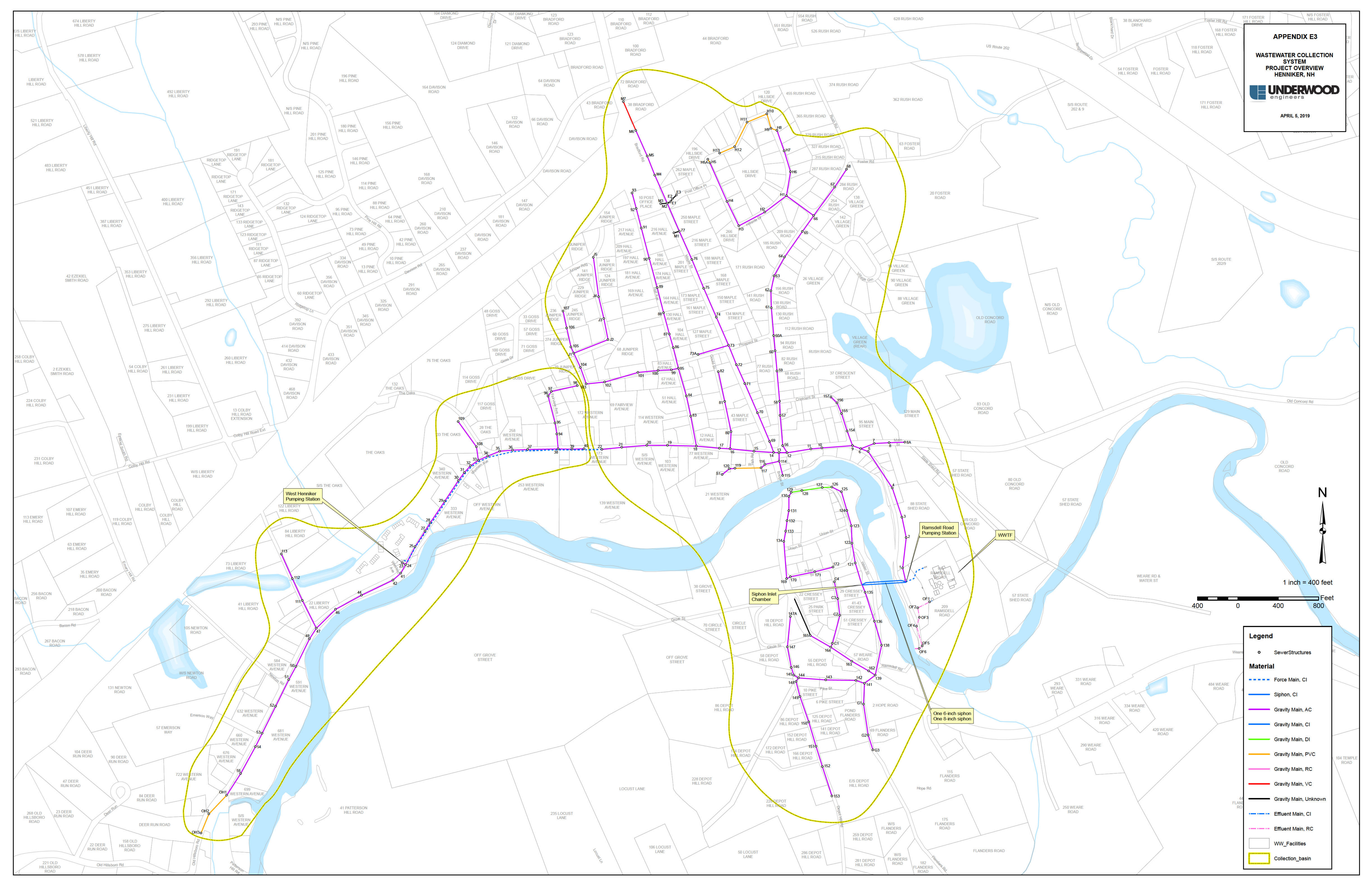


Legend	
	SewerStructures
Type	
	Gravity Main
	Siphon
	Effluent Main
	Force Main
	WW_Facilities
	Collection_basin



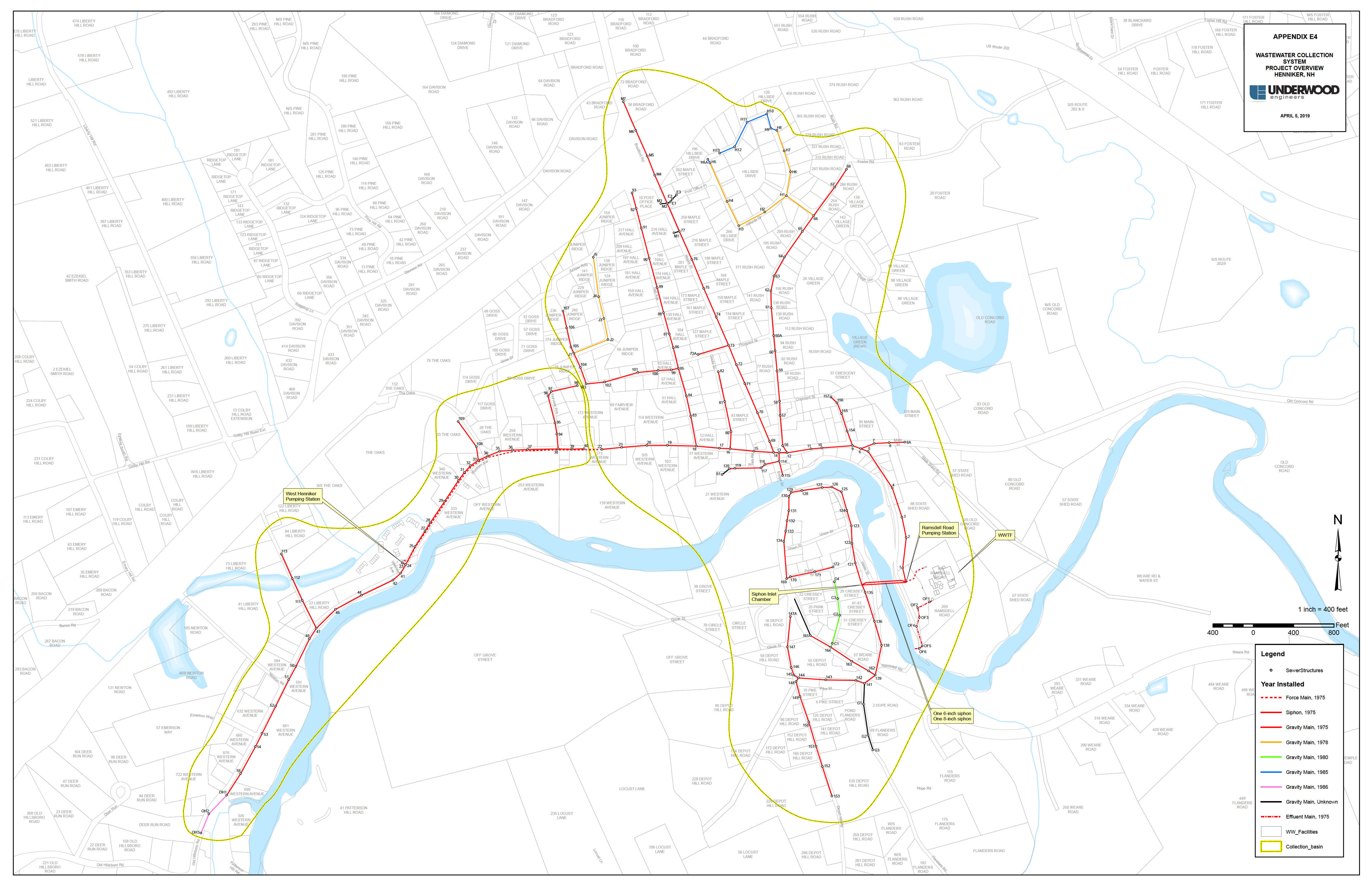
Legend

- Sewer Structures
- Diameter**
- 6-inch Force Main
- 10-inch Force Main
- Unknown diameter, Gravity Main
- 8-inch Gravity Main
- 10-inch Gravity Main
- 12-inch Gravity Main
- 18-inch Gravity Main
- 6-inch Siphon
- Siphon, 8
- Effluent Main, 12
- Effluent Main, 18
- WW_Facilities
- Collection_basin



Legend

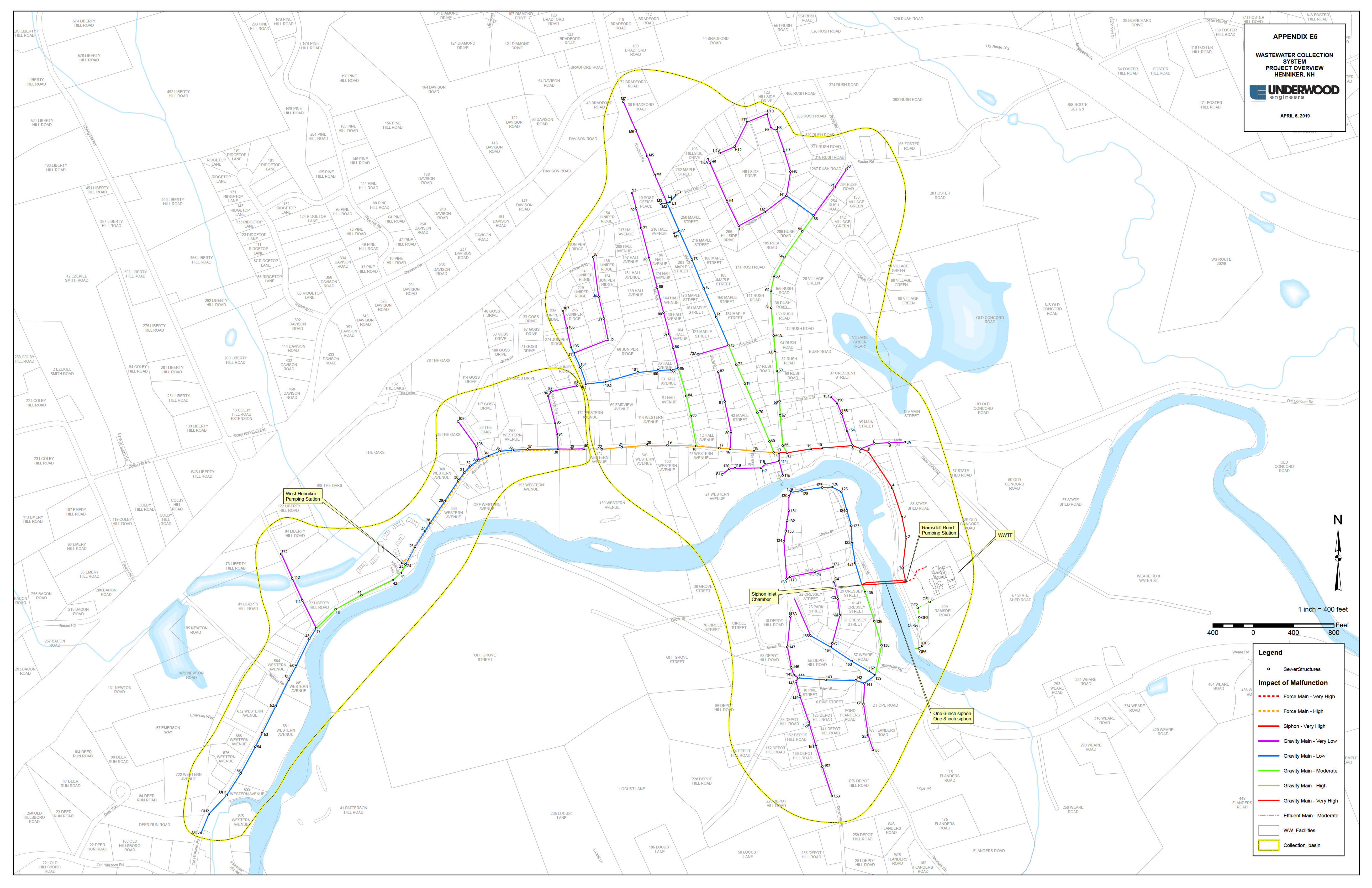
- SewerStructures
- Material**
- Force Main, CI
- Siphon, CI
- Gravity Main, AC
- Gravity Main, CI
- Gravity Main, DI
- Gravity Main, PVC
- Gravity Main, RC
- Gravity Main, VC
- Gravity Main, Unknown
- Effluent Main, CI
- Effluent Main, RC
- WW_Facilities
- Collection_basin



1 inch = 400 feet

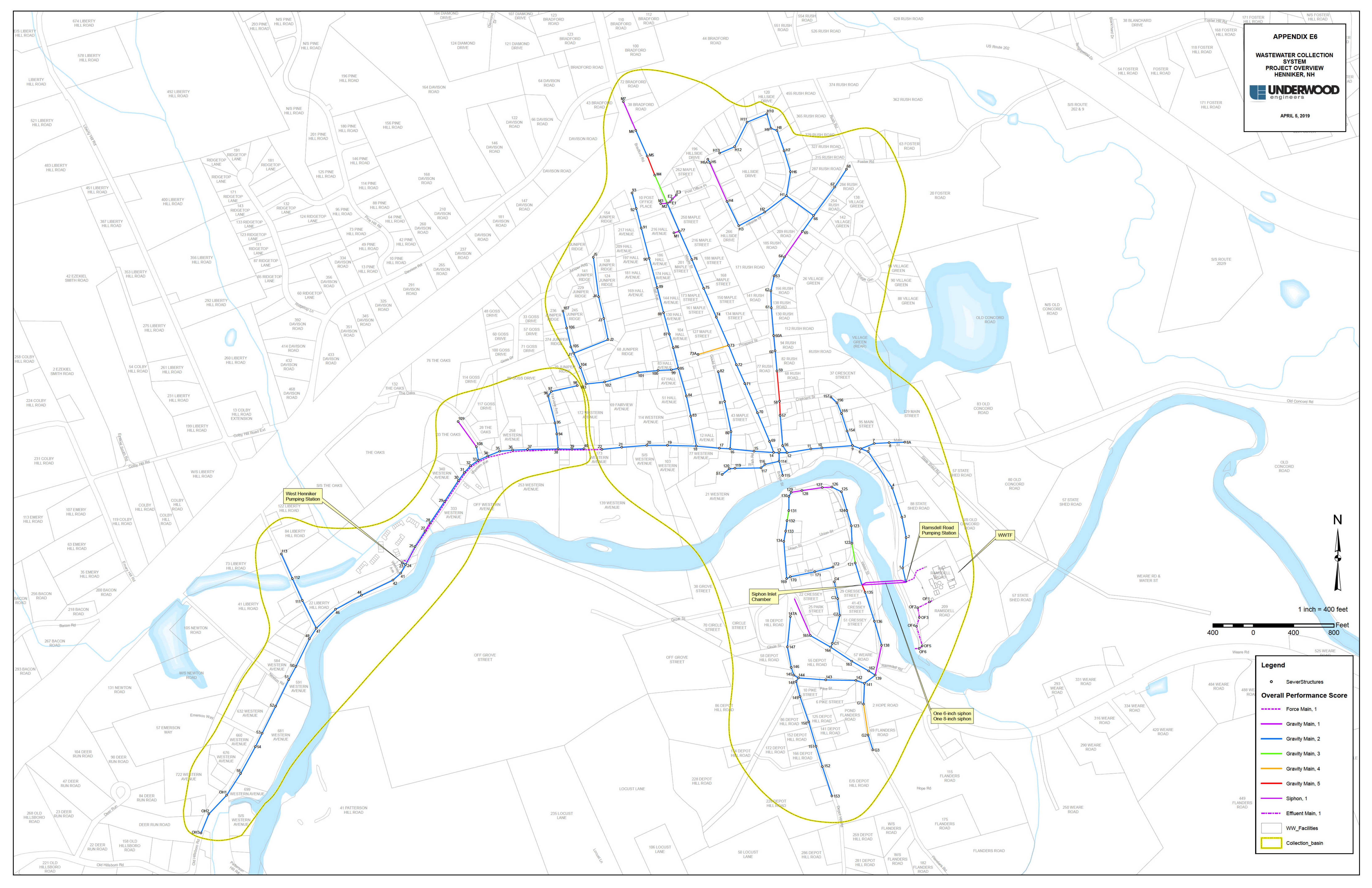


Legend	
○	SewerStructures
Year Installed	
---	Force Main, 1975
—	Siphon, 1975
—	Gravity Main, 1975
—	Gravity Main, 1978
—	Gravity Main, 1980
—	Gravity Main, 1985
—	Gravity Main, 1986
—	Gravity Main, Unknown
---	Effluent Main, 1975
□	WW_Facilities
□	Collection_basin



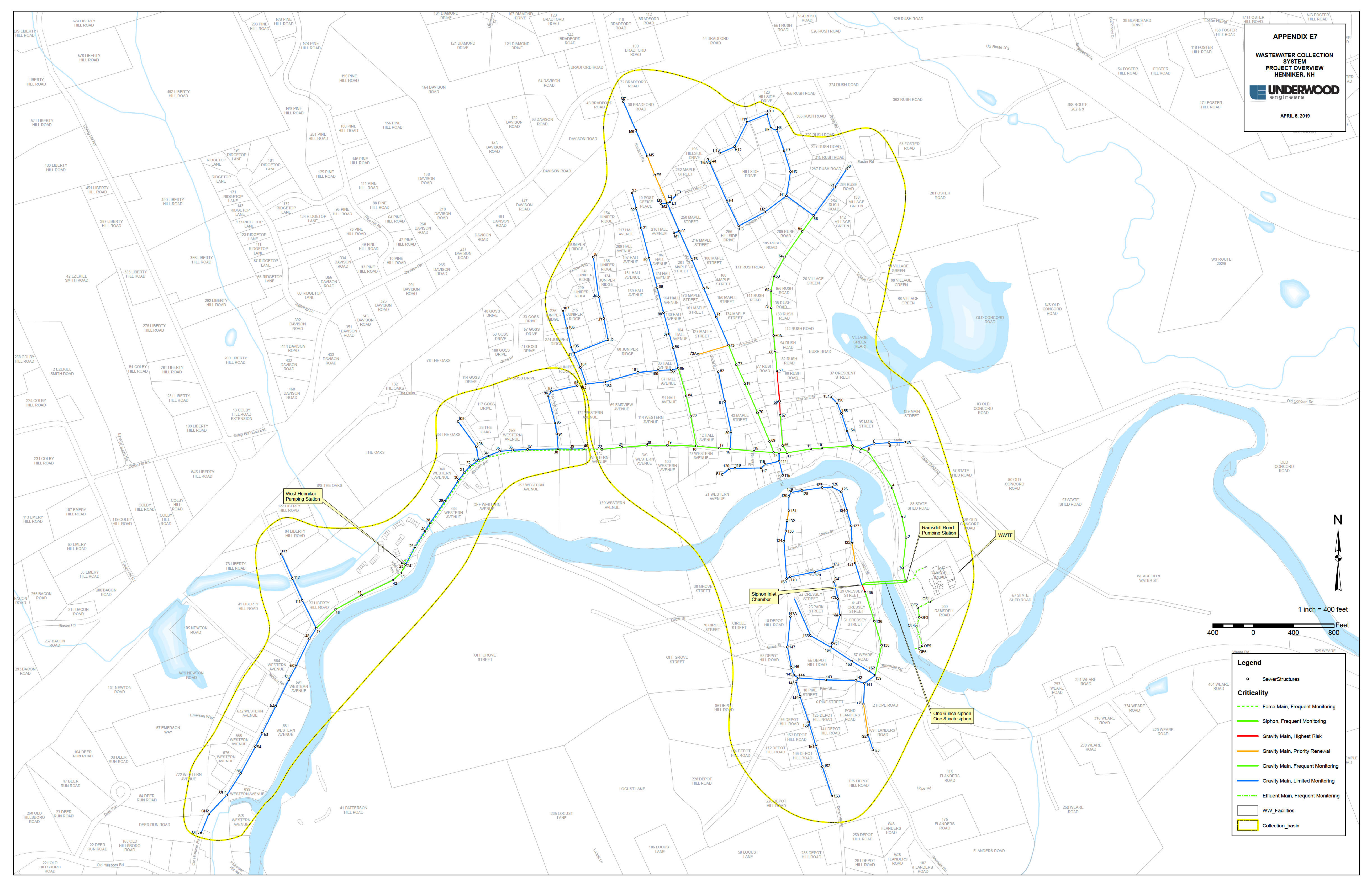
Legend

- SewerStructures
- Impact of Malfunction**
- - - Force Main - Very High
- - - Force Main - High
- Siphon - Very High
- Gravity Main - Very Low
- Gravity Main - Low
- Gravity Main - Moderate
- Gravity Main - High
- Gravity Main - Very High
- - - Effluent Main - Moderate
- WW_Facilities
- Collection_basin



Legend

- SewerStructures
- Overall Performance Score**
- Force Main, 1
- Gravity Main, 1
- Gravity Main, 2
- Gravity Main, 3
- Gravity Main, 4
- Gravity Main, 5
- Siphon, 1
- Effluent Main, 1
- WW_Facilities
- Collection_basin

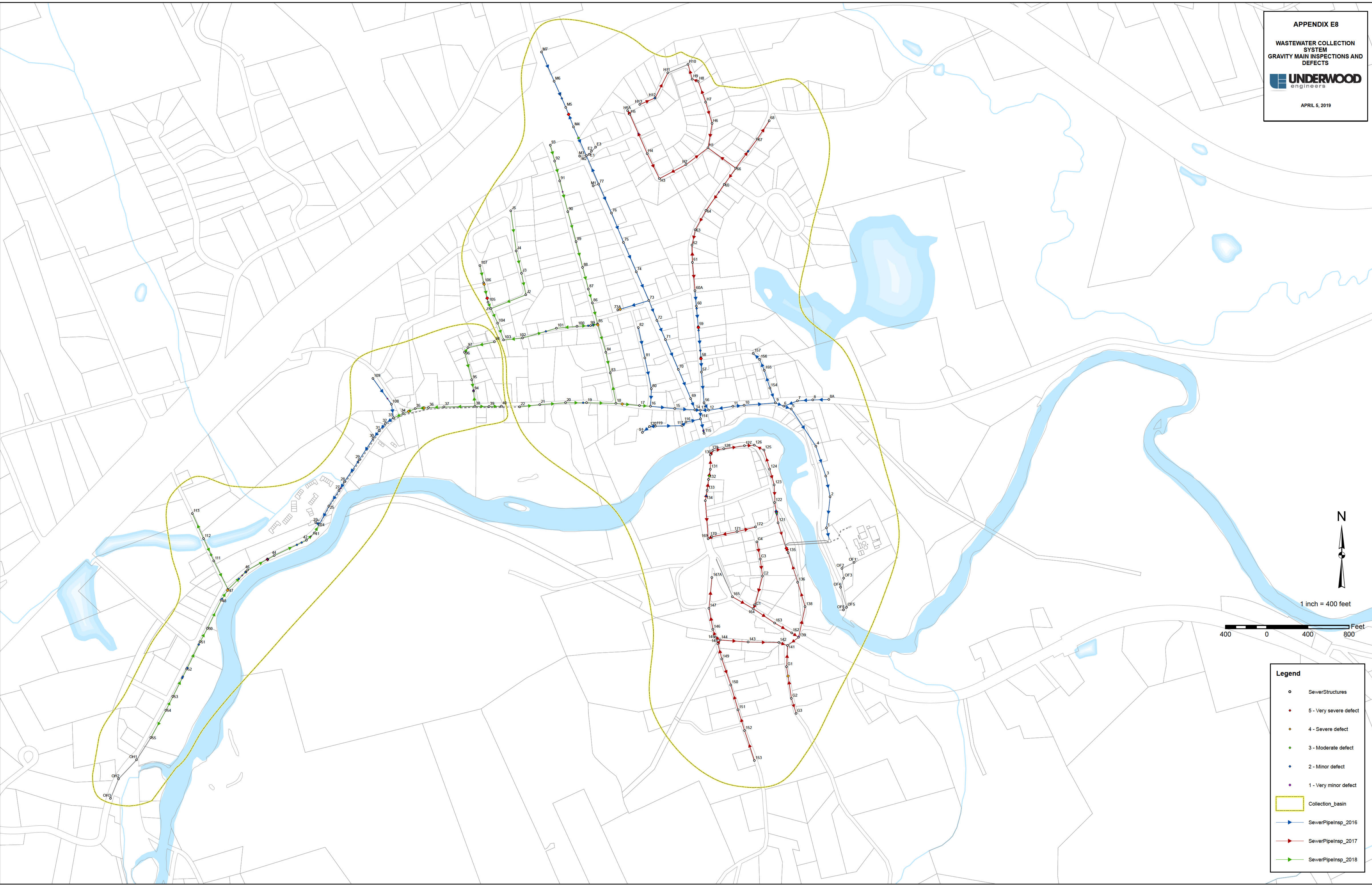


1 inch = 400 feet



Legend

- Sewer Structures
- Criticality**
- Force Main, Frequent Monitoring
- Siphon, Frequent Monitoring
- Gravity Main, Highest Risk
- Gravity Main, Priority Renewal
- Gravity Main, Frequent Monitoring
- Gravity Main, Limited Monitoring
- Effluent Main, Frequent Monitoring
- WW_Facilities
- ▭ Collection_basin

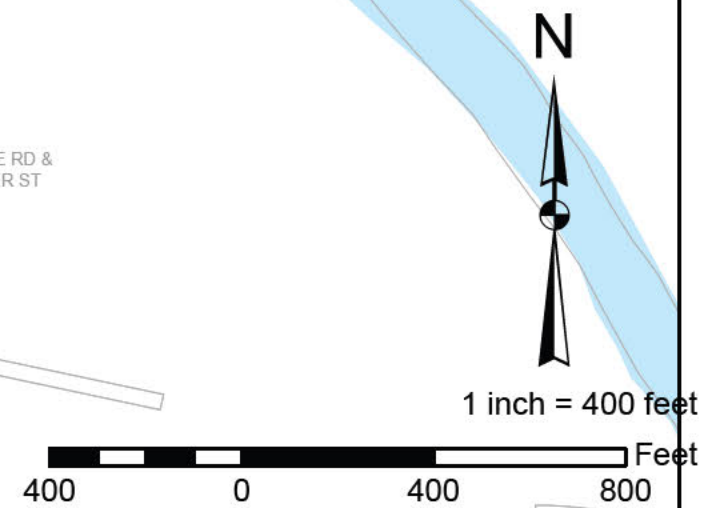
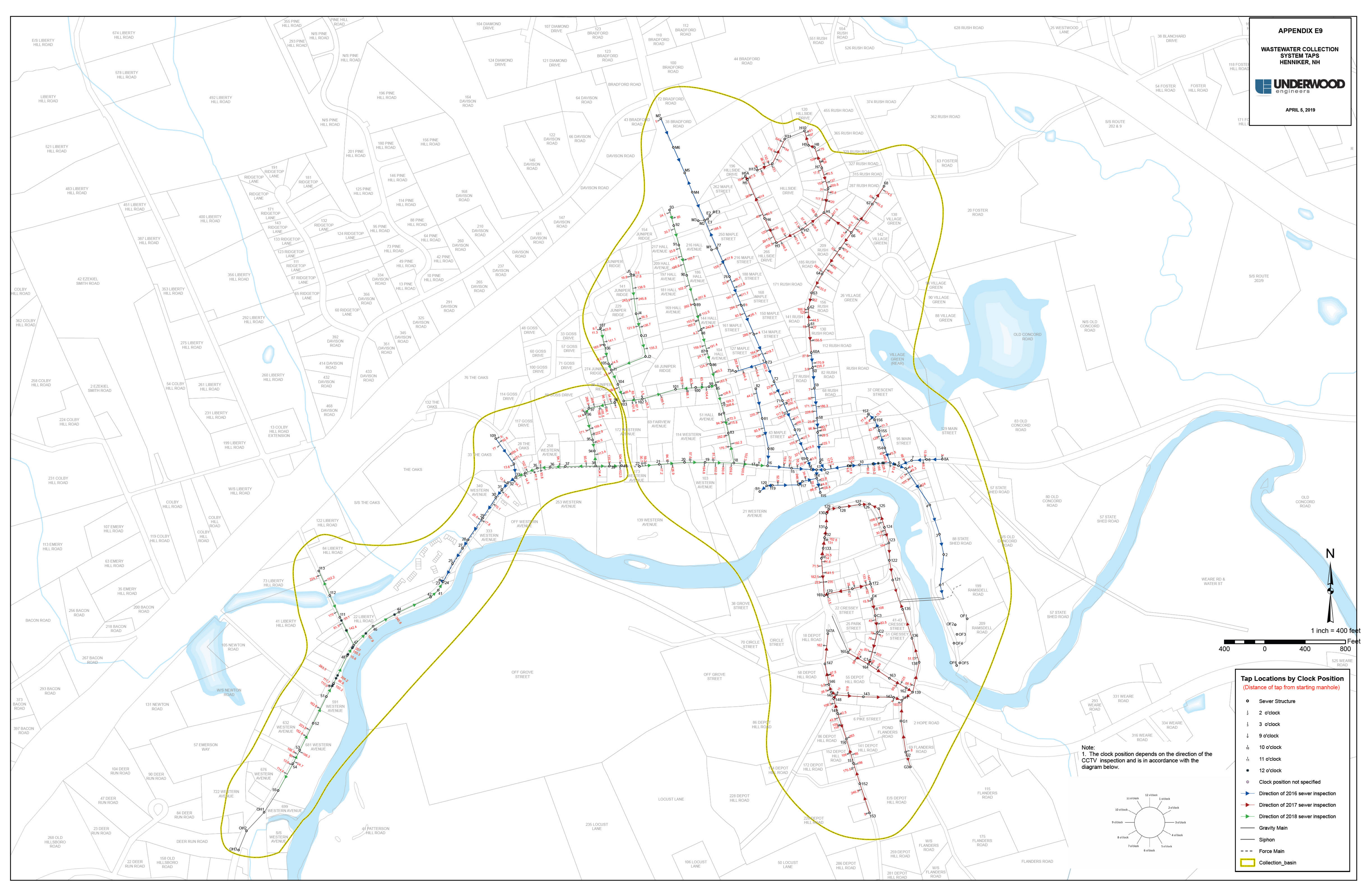


Legend

- SewerStructures
- ◆ 5 - Very severe defect
- ◆ 4 - Severe defect
- ◆ 3 - Moderate defect
- ◆ 2 - Minor defect
- ◆ 1 - Very minor defect
- ▭ Collection_basin
- SewerPipelnsp_2016
- SewerPipelnsp_2017
- SewerPipelnsp_2018

400 0 400 800 Feet

1 inch = 400 feet



Note:
 1. The clock position depends on the direction of the CCTV inspection and is in accordance with the diagram below.



- Tap Locations by Clock Position**
 (Distance of tap from starting manhole)
- Sewer Structure
 - 2 o'clock
 - 3 o'clock
 - 9 o'clock
 - 10 o'clock
 - 11 o'clock
 - 12 o'clock
 - Clock position not specified
 - Direction of 2016 sewer inspection
 - Direction of 2017 sewer inspection
 - Direction of 2018 sewer inspection
 - Gravity Main
 - Siphon
 - Force Main
 - ▭ Collection_basin

APPENDIX C

Sewer Use Ordinance

Chapter 88

WASTE WATER ORDINANCE
TOWN OF HENNIKER, NEW HAMPSHIRE
AUGUST 7, 1990
REVISED MAY 15, 2001

Pursuant to the authority of New Hampshire Revised Statute Annotated Chapter 149-I as amended, the Selectmen hereby enact an Ordinance relating to the sewerage system as follows:

TOWN OF HENNIKER SEWER ORDINANCE

Article I Description and Objectives

Section 1. Description

The sanitary sewerage system of the Town of Henniker consists of public lateral and interceptor sewers laid in the streets and right-of-ways, and a wastewater treatment plant, the locations of which are shown upon drawings and plans located in the Office of Sewer Commissioners, and all other appurtenances which are used in whole or in part in connection with the collection, treatment, and disposal of sewage and Industrial wastes; and all extensions, additions and improvements which may be made to such system. Its purpose is to provide for the collection and treatment of domestic sewage and such industrial wastes as are permitted by this Ordinance, in order to protect the health, safety, and general welfare of the residents of the Town of Henniker. This ordinance sets forth uniform requirements for contributors into the wastewater collection and treatment system for the Town of Henniker, N.H. and enables the Town to comply with all applicable State and Federal Laws required by the Clean Water Act of 1977 and the General Pretreatment Regulations (40 CFR, Part 403).

Section 2. Objectives

The objectives of this Ordinance are:

- A. To prevent the introduction of pollutants into the municipal wastewater system which will interfere with the operation of the system or contaminate the resulting sludge;
- B. To prevent the introduction of pollutants into the municipal wastewater system which will pass through the system, inadequately treated, into the receiving waters or the atmosphere or otherwise be incompatible with the system;
- C. To improve the opportunity to recycle and reclaim wastewater and sludges from the system;
- D. To provide for equitable distribution of the cost of the municipal wastewater system;
- E. To regulate the construction, use, repair, alterations and discontinuance or abandonment of sewers, drains and appurtenances and the connections thereto including drains and pipes discharging directly or indirectly into said sewers or drains.

This ordinance provides for the regulation of direct and indirect contributors to the municipal wastewater system through the issuance of permits to users and through enforcement of general requirements for all users, authorizes monitoring and enforcement activities, requires user reporting, assumes that existing customers= capacity will not be preempted, and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

This ordinance shall apply to the Town of Henniker and to persons outside the Town who are, by

contract or agreement with the Town, users of the POTW. Except as otherwise provided herein, the Superintendent of the POTW, under the direction of the Town Administrator shall administer and implement the provisions of this Ordinance. Enforcement of this Ordinance shall be the responsibility of the Sewer Commissioners.

Article II Definitions

A. Unless a provision explicitly states otherwise, the following terms and phrases, as used in this Ordinance, shall have the meanings hereinafter designated.

1. Act or the Act. The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. ' 1251 et seq.

2. Approval Authority. The Regional Administrator of the EPA or his duly appointed agent.

3. Authorized Representative of the User.

a. If the user is a corporation:

i. The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or

ii. The manager of one or more manufacturing, production, or operation facilities employing more than two hundred fifty (250) persons or having gross annual sales or expenditures exceeding twenty-five (25) million dollars (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.

b. If the user is a partnership or sole proprietorship: a general partner or proprietor respectively.

c. If the user is a federal, state, or local government facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility.

d. The individuals described in paragraphs (a) through (c), above, may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the town.

4. Biochemical Oxygen Demand or BOD. The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five (5) days at 20 centigrade, usually expressed as a concentration (e.g. mg/l).

5. Building Drain. That part of the lowest horizontal piping of a drainage system that receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet outside the inner face of the building wall.

6. Building Sewer. The extension from the building drain to the public sewer or other place of disposal, also called house connection.
7. Bypass. The intentional diversion of wastestreams from any portion of a wastewater treatment facility.
8. Categorical Pretreatment Standard of Categorical Standard. Any regulation containing pollutant discharge limitations promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. ' 1317) that apply to a specific category of users and that appear in 40 CFR Chapter I, Subchapter N, Parts 405-471.
9. Town. The Town of Henniker, New Hampshire.
10. Combined Sewer. A sewer intended to receive both wastewater and storm or surface water.
11. Commercial Use. Premises used for financial gain, such as business or industrial use, but excluding residential uses and related accessory uses.
12. Compatible Pollutant. Biochemical oxygen demand, suspended solids, pH, and fecal coliform bacteria.
13. Control Authority. The term Control Authority as used in this Ordinance, refers to the Town of Henniker or (Regional Administrator of the EPA.)
14. Domestic Wastewater or Sewage. Normal water-carried household and toilet wastes or waste from sanitary conveniences of residences, commercial buildings, and industrial plants, excluding ground, surface, or storm water. (See also: Industrial Wastes).
15. Easement. An acquired legal right for the specific use of land owned by others.
16. Environmental Protection Agency or EPA. The United States Environmental Protection Agency or, where appropriate, the EPA Regional Water Management Division Director, or other duly authorized official of said agency.
17. Existing Source. Any source of discharge, the construction or operation of which commenced prior to the publication by EPA of proposed categorical pretreatment standards, which will be applicable to such source if the standard is thereafter promulgated in accordance with Section 307 of the Act.
18. Floatable Oil. Oil, fat, or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatable oil if it is properly pretreated and the wastewater does not interfere with the collection system.
19. Force Main. A line without access from individual properties, providing a connection from a pump station to a pump station, trunk, or sanitary sewer main.
20. Garbage. The animal and vegetable waste resulting from the handling, preparation, cooking and serving of foods.

21. Grab Sample. A sample that is taken from a wastestream without regard to the flow in the wastestream and over a period of time not to exceed fifteen (15) minutes.
22. Grease. The material removed from a grease interceptor (trap) serving a restaurant or other facility requiring such grease interceptors. Also means volatile and non-volatile residual fats, fatty acids, soaps, waxes and other similar materials.
23. Hauler. Those persons, firms, or corporations, who pump, haul, transport, or dispose of septage and who are licensed by the New Hampshire Department of Environmental Services pursuant to RSA 485-A:4,XVI-a and rules adopted to implement said section.
24. Human Excrement and other Putrescible Material. The liquid or solid matter discharged from the intestinal canal of a human, or other liquid or solid waste materials that are likely to undergo bacterial decomposition; (provided, however, that these terms shall not include refuse as defined in RSA 145-M).
25. Incompatible Pollutant. Any pollutant that is not a compatible pollutant.
26. Industrial Discharge Permit or IDP. The written permit between the town and an industrial user that outlines the conditions under which discharge to the POTW will be accepted.
27. Industrial User. A person who discharges industrial wastes to the POTW of the town.
28. Industrial Wastes or Non-Domestic Wastewater. The wastewater and waterborne wastes from any liquid, gaseous, or solid waste substance resulting from any process of industry, manufacturing trade, or business or from development of any natural resources as distinct from domestic wastewater, sewage or unpolluted water.
29. Indirect Discharge or Discharge. The introduction of pollutants into the POTW from any non-domestic source regulated under Section 307(b), (c), or (d) of the Act.
30. Instantaneous Discharge Limit. The maximum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composite sample collected, independent of the industrial flow rate and the duration of the sampling event.
31. Interference. A discharge, which alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations or its sludge processes, use or disposal; and therefore is a cause of a violation of the town's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent state or local regulations; Section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as RCRA; any state regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; the Marine Protection, Research, and Sanctuaries Act; 40 CFR Part 503 Standards for Sewage Sludge Use and Disposal and RSA 485-A:4,XVI-a.
32. Local Limits. Numerical limitations on the discharge of pollutants established by the town, as

distinct from state or federal limitations for non-domestic wastewater discharged to the POTW.

33. May. Means permissive (see AShall@).

34. Medical Waste. Isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, chemotherapy wastes, and dialysis wastes.

35. National Pollutant Discharge Elimination System Permit or NPDES Permit. A permit issued pursuant to Section 402 of the Act (33 U.S.C. 1342).

36. Natural Outlet. Any outlet, including storm sewers and combined sewer overflows, into a watercourse, pond, ditch, lake or other body or surface water or groundwater.

37. Normal Domestic Wastewater. Wastewater generated by residential users containing not more than 200 mg/l BOD and not more than 250 mg/l suspended solids.

38. New Source.

a. Any building, structure, facility, or installation from which there is or may be a discharge of pollutants, the construction of which commenced subsequent to the publication of proposed pretreatment standards under Section 307(c) of the Act that will be applicable to such source if such standards are thereafter promulgated in accordance with that section, provided that:

i. The building, structure, facility, or installation is constructed at a site at which no other source is located; or

ii. The building, structure, facility, or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or

iii. The production or wastewater-generating processes of the building, structure, facility, or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source, will be considered.

b. Construction of a new source as defined under this paragraph has commenced if the owner or operator has:

i. Begun, or caused to begin, as part of a continuous on-site construction program

ia. any placement, assembly, or installation of facilities or equipment; or

ib. significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities that is necessary for the placement, assembly, or installation of new source facilities or equipment; or

- ii. Entered into a binding contractual obligation for the purchase of facilities or equipment that are intended to be used in its operation within a reasonable time. Options to purchase or contracts that can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.
- c. Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new building, structure, facility, or installation meeting criteria of Section (a)(ii) or (a)(iii) above but otherwise alters, replaces, or adds to existing process or production equipment.
39. Non-Contact Cooling Water. Water used for cooling that does not directly contact any raw material, intermediate product, waste product, or finished product.
40. Pass Through. A discharge that exits the POTW into waters of the United States in quantities or concentrations that, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the town's NPDES permit, including an increase in the magnitude or duration of a violation.
41. Person. Any individual, partnership, copartnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents or assigns. This definition includes all federal, state, and local government entities.
42. pH. A logarithmic measure devised to express the hydrogen ion concentration of a solution, expressed in Standard Units. Solutions with pH values greater than 7 are basic (or alkaline); solutions with pH values less than 7 are acidic.
43. Pollutant. Dredged soil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, ammunition, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and characteristics of wastewater (e.g. pH, temperature, TSS, turbidity, color, BOD, COD, toxicity, or odor).
44. Pollution Prevention. The use of materials, processes, or practices that reduce or eliminate the creation of pollutants or wastes at the source, or minimize their release to the environment prior to recycling, treatment or disposal. It includes practices that reduce the use of hazardous materials, energy, water or other resources. It also includes practices that protect natural resources and human health through conservation, more efficient use, or effective release minimization.
45. Pretreatment. The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, introducing such pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means, except by diluting the concentration of the pollutants unless allowed by an applicable pretreatment standard.
46. Pretreatment Requirements. Any substantive or procedural requirement related to

- pretreatment imposed on a user, other than a pretreatment standard.
47. Pretreatment Standards or Standards. Pretreatment standards shall mean prohibited discharge standards, [categorical pretreatment standards] and local limits.
48. Prohibited Discharge Standards or Prohibited Discharges. Absolute prohibitions against the discharge of certain substances as identified in Article IX, Section 1 of this Ordinance.
49. Properly Shredded Garbage. Wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be transported freely under the flow conditions normally prevailing in public sewers, with no particle greater than 2 inch in any direction.
50. Public Sewer. A pipe or conduit that carries wastewater, storm water, groundwater, subsurface water, or unpolluted water from any source, which is controlled by a governmental agency or public utility.
51. Publicly Owned Treatment Works or POTW. A treatment works, as defined by Section 212 of the Act (33 U.S.C. § 1292) that is owned by the town. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature. It also includes sewers, pipes, and other conveyances only if these structures convey wastewater to a POTW wastewater treatment facility. The term also means the municipality that has jurisdiction over discharges to and from such a treatment plant, and any sewer that conveys wastewater to the POTW from persons outside the town who are, by contract or agreement with the town, users of the town's POTW.
52. Recreational Vehicle or RV. A mobile vehicle or trailer used for temporary living, e.g. a camper or wholly self-contained transport and living unit.
53. Sanitary Sewer. A sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial facilities, and institutions, together with minor quantities of ground, storm, and surface waters that are not admitted intentionally.
54. Screening Level. That concentration of a pollutant that under baseline conditions would cause a threat to personnel exposed to the pollutant, or would adversely impact structures of the POTW. To be administered as local limits applicable to a particular discharge, the screening levels must be adjusted to account for conditions at the point of discharge that differ from baseline conditions.
55. Semi-Public Use. Premises of private, non-profit organizations such as schools, hospitals, and religious institutions.
56. Septage or Septic Tank Waste. Any liquid, solid, or sludge pumped from chemical toilets, vaults, septic tanks, or cesspools or other holding tanks, that have received only domestic wastewater.
57. Septage Tank Truck. Any watertight vehicle that is used for the collection and hauling of septage as described above and that complies with the rules of the New Hampshire Department of Environmental Services.

58. Sewage. Human excrement and gray water (household showers, dishwashing operations, etc.).

59. Sewer. A pipe or conduit that carries wastewater, storm water, groundwater, subsurface water, or unpolluted water from any source.

60. Shall. Means mandatory (see AMay@).

61. Significant Industrial User.

a. A user subject to categorical pretreatment standards under 40 CFR 403.8 and 40 CFR Chapter I, Subchapter N; or

b. A user that:

i. Discharges an average of twenty-five thousand (25,000) gpd or more of process wastewater to the POTW (excluding sanitary, non-contact cooling, and boiler blowdown wastewater);

ii. Contributes a process wastestream that comprises five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or

iii. Is designated as such by the town on the basis that it has a reasonable potential for adversely affecting the POTW=s operation or for violating any pretreatment standard or requirement.

c. Upon determining that a user meeting the criteria in Subsection b.i. or b.ii. has no reasonable potential for adversely affecting the POTW=s operation or for violating any pretreatment standard or requirement, the town may at any time, on its own initiative or in response to a petition received from a user, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such a user should not be considered a significant industrial user.

62. Significant Noncompliance or SNC. An industrial user is in significant noncompliance if its violation meets one or more of the following criteria:

a. Chronic violations. A pattern of violating the same pretreatment standard daily maximum or average limit (any magnitude of exceedence) sixty-six percent (66%) or more of the time in a 6-month period;

b. Technical Review Criteria (TRC violations). Thirty-three percent (33%) or more of the measurements exceed the same pretreatment standard daily maximum limit or average limit by more than the TRC factor in a six month period. The TRC factor is 1.4 for biochemical oxygen demand (BOD), total suspended solids (TSS), oil & grease and 1.2 for all other pollutants except pH;

c. For pH monitoring, excursions shall be considered SNC when:

i. The total time during which the pH values are outside the required range of pH

- values exceeds 7 hours and 26 minutes in any calendar month; or
- ii. An individual excursion from the range of pH values exceeds 60 minutes; or
 - iii. An excursion occurs that the town believes has caused, alone or in combination with other discharges, interference or pass-through; or has endangered the health of the sewage treatment personnel or the general public; or
 - iv. Any pH less than or equal to 2.0 or greater than or equal to 12.5.
- d. Any other discharge violation that the Sewer Commissioners believe has caused, alone or in combination with other discharges, interference or pass-through, including endangering the health of POTW personnel or the general public;
- e. Any discharge of pollutants that has caused imminent endangerment to the public or to the environment, or has resulted in the Sewer Commissioners= exercise of its emergency authority to halt or prevent such a discharge;
- f. Failure to meet, within ninety (90) days of the scheduled date, a compliance schedule milestone contained in a wastewater discharge permit or enforcement order for starting construction, completing construction, or attaining final compliance;
- g. Failure to provide within thirty (30) days after the due date, any required reports, including baseline monitoring reports, Industrial Discharge Permit applications, reports on compliance with categorical pretreatment standard deadlines, periodic self-monitoring reports, and reports on compliance with compliance schedules;
- h. Failure to accurately report noncompliance; or
- i. Any other violation(s) that the Sewer Commissioners determine will adversely affect the operation or implementation of the local pretreatment program.
63. Slug Load or Slug means:
- a. Any discharge of water, wastewater, sewage, or industrial sewage which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than fifteen (15) minutes, more than five (5) times the average twenty four (24) hour concentration or flow during normal operation;
 - b. Any discharge at a flow rate or concentration that could cause a violation of the prohibited discharge standards in Article IX, Section I.
 - c. Any discharge that may adversely affect the collection system and/or performance of the POTW.
64. Source Reduction. Any practice that:
- a. Reduces the amount of any hazardous substance, pollutant, or contaminant entering any wastestream or otherwise released into the environment (including fugitive

emissions) prior to recycling, treatment, or disposal; and

- b.Reduces the hazards to public health and the environment associated with the release of such substances, pollutants, or contaminants.

The term includes equipment or technology modifications; process or procedure modifications; reformulation or redesign of products; substitution of raw materials; and improvements in housekeeping, maintenance, training, or inventory control. The term source reduction does not include any practice that alters the physical, chemical, or biological characteristics or the volume of a hazardous substance, pollutant, or contaminant through a process or activity that itself is not integral to and necessary for the production of a product or the providing of a service.

65. Standard Industrial Classification (SIC) Code. A classification pursuant to the *Standard Industrial Classification Manual* issued by the United States Office of Management and Budget.
66. State. The State of New Hampshire.
67. Storm Drain or Storm Sewer. A drain or sewer for conveying storm water, groundwater, subsurface water, or unpolluted water from any source.
68. Storm Water. Any flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
69. Superintendent. The person designated by the town to supervise the operation of the POTW, and who is charged with certain duties and responsibilities by this Ordinance, or a duly authorized representative.
70. Suspended Solids or TSS. The total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid, and that is removable by laboratory filtering.
71. Treatment Plant, Treatment Works, Treatment Facility. Any device or system used in the storage, treatment, equalization, recycling or reclamation of wastewater and/or wastewater sludges as defined herein.
72. Unpolluted Water. Water of quality equal to or better than the State Water Quality Standards (Part Env-WS 430 through Env-WS 440) or water that would not cause a violation of receiving water quality standards and would not be benefitted by discharge to the POTW.
73. User or Industrial User. A source of pollutants introduced into the POTW from any non-domestic source regulated under Section 307(b),(c), or (d) of the Act.
74. Wastewater. Liquid and water-carried industrial wastes and/or sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, whether treated or untreated, which are contributed to the POTW.
75. Watercourse. A natural or artificial channel for the passage of water either continuously or intermittently.

Article III Abbreviations

The following abbreviations shall have the designated meanings for this Ordinance:

BOD	Biochemical Oxygen Demand
CFR	Code of Federal Regulations
COD	Chemical Oxygen Demand
EPA	U.S. Environmental Protection Agency
gpd	Gallons per day
IDP	Industrial Discharge Permit
mg/l	Milligrams per liter
DES	New Hampshire Department of Environmental Services
NPDES	National Pollutant Discharge Elimination System
POTW	Publicly Owned Treatment Works
RCRA	Resource Conservation and Recovery Act
RSA	New Hampshire Revised Statute Annotated
SIC	Standard Industrial Classification
TDS	Total Dissolved Solids
TSS	Total Suspended Solids
USC	Unites States Code

Article IV Use of Public Sewers Required

The wastewater from every existing building or structure intended for human habitation use or occupancy shall be conducted into the public sewer, provided there is a public sewer within one hundred (100) feet of said building. The Sewer Commissioners may consider applications for temporary variance from the above requirement for such time as they may approve. Said variances shall be conditioned on the following:

- A. The wastewater from the subject property shall not be discharged directly to any Waters of the State.
- B. The property shall be served by an acceptable subsurface disposal system, meeting all the requirements of the State of N.H. In the event of any failure of said system requiring repairs beyond septic tank pumping and/or blockage removal, repairs shall not be permissible. At the time of said failure the property shall be connected to the sanitary sewer system.
- C. The agreement is nontransferable; that is a new owner must connect to the sanitary sewer system within one (1) year of the passing of papers.
- D. Persons granted said variances shall be liable for the semi-annual change as defined in Article V Section 2 of this Ordinance.

On all streets provided with a public sewer, the wastewater from all buildings hereafter constructed shall be conducted into such sewer. No privy, vault, cesspool, or septic system for sewage shall hereafter be constructed or repaired on any property abutting on a street provided with a sewer.

Article V Sewer Rents and Assessments

1. A semi-annual charge is hereby imposed on all property owners in the Town of Henniker for the payment of eligible construction costs and debt service of the town's wastewater collection and treatment systems. This charge to be collected via property taxes.
2. A semi-annual charge is also hereby imposed upon every user whose premises are served by the sanitary sewer system of the town (and from which premises sewage is being collected, either directly or indirectly), for the payment of the costs of operating, maintaining, and repairing said system.
3. The annual charge established by 2 above of this article shall be based upon a unit system of measurement as follows:
 - A. Each single family dwelling shall be charged at the rate of one (1) unit.
 - B. Each multiple use building, other than a boarding house, tourist home, hotel or motel, in which space is allocated for business or professional offices, commercial occupancy or apartments shall be charged at the rate of one (1) unit for each dwelling unit, apartment unit, professional, business or commercial space allocation.
 - C. Rooming houses, tourist homes, hotels and motels shall be charged at the rate of one (1) unit for each 500 square feet or major fraction thereof, of the gross floor area available for rent as determined by outside premises foundation measurement and floor count.
 - D. Restaurants, taverns, bars, grilles, and lodges, fraternal, charitable and religious organizations who maintain facilities for the preparation and serving of food and/or beverages shall be charged at the rate of two (2) units plus, in the event that said food and beverage facilities are in use five (5) days per week or more, a charge of one (1) unit for each fifty (50) seating spaces or any fraction thereof, which is in excess of seventy-five (75) seating spaces.
 - E. Gasoline service stations, automotive sales and/or repair premises shall be charged at the rate of one (1) unit plus one (1) unit for each stall, space or floor area used for the washing of automotive vehicles whether said stall, space, or floor area be used for washing by manual, semi-automatic or automatic means.
 - F. So-called car washes or other real premises devoted exclusively to the washing of automotive vehicles by manual, semi-automatic or automatic means shall be charged at the rate of one (1) unit per stall, space or floor area devoted to said washing if operated twelve (12) hours, or less, in each twenty-four (24) hour day; to this charge shall be added the charge of one-half (2) unit each of said stalls, spaces, or floor areas operated or usable in excess of twelve (12) hours in each twenty-four (24) hour day.
 - G. Lodges, charitable organizations, corporations or associations organized and conducted to enable members to meet for divine worship, shall be charges at a rate of one (1) unit unless other use chargeable under (D) above.
 - H. Laundromats containing manual, semi-automatic, or automatic coin-operated washers, shall be charged one (1) unit for each washer.
 - I. Dry cleaning establishments, whether a portion of facilities devoted to the normal operation of a laundry or Laundromat or a premises devoted exclusively to manual, semi-automatic,

automatic, or coin-operated cleaning of wearing apparel in machines not using water as the cleaning agent, shall be charged one (1) unit for each machine.

- J. Public or private schools, and government installations shall be charged at the rate of one (1) unit for each ten (10) or fraction thereof, students, teachers, custodians or other regular occupants, the number of which shall be determined as of the thirtieth (30th) day of September and the first (1st) day of March for the next succeeding six (6) months.
- K. Commercial establishments, including but not limited to retail stores, wholesale distributors, light manufacturers, industrial plants, business operations, barber and beauty shops, banks, post offices, funeral homes, professional and business offices, lunch bars and other types of business enterprises not heretofore or hereinafter described shall be charged at the rate of one (1) unit for each ten (10) employees, or fraction thereof.
- L. In the event the use of any parcel of real property combines two (2) or more of the classifications herein set for the number of units in each classification shall be determined, and the total thereof shall constitute the number of units to be charged to the entire parcel.
- M. The town reserves the right to assess charges for use of the sanitary sewer system by contract in the event a customer does not fall within any of the classifications.
- N. In the event of any change in the number of applicable units chargeable to a premises, the user shall report said change in writing to the Sewer Commissioners upon its occurrence.
- O. In an institutional residence or an area rented to a group (non-related) a unit shall consist of 3.6 people.

Article VI Billing

Section 1. Units.

Units as defined in Article V shall be determined by the Sewer Commissioners.

Section 2. Assessments.

The Town shall have the same liens and use of the same collection procedures as authorized by RSA 38:22 and RSA 149-i:16. Interest and overdue charges shall be assessed in accordance with RSA 76:13.

Section 3. Liens

The Town shall have the same collection procedures as authorized by RSA 38:22. Interest and overdue charges shall be assessed in accordance with RSA 76:13.

Article VII Building Sewers and Connections

Section 1. Access to Public Sewer

No unauthorized person shall uncover, make any connections with or opening into, use,

alter, or disturb any public sewer or appurtenances thereof.

Section 2. Permits

A. Class There shall be two (2) classes of building sewer permits:

- Class 1. for residential and commercial service discharging only domestic water;
- Class 2. for service to establishments producing industrial wastes

In either case, the owner or his agent shall make application on a special form furnished by the town. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgement of the Sewer Commissioners. A permit and inspection fee shall be charged, as established in the fee schedule, for both classes of permit. The fee shall be paid at the time the application is filed. The Sewer Commissioners reserve the right to have a consulting engineer, of the town's choice, review said application, plans, or specifications, the cost to be borne by the applicant.

B. Trench Permit. The applicant shall obtain a trench permit from the town for all excavation in the public right-of-way.

Section 3. Cost and Expense

All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner. The owner shall indemnify the town from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

Section 4. Single Connection

A separate and independent building sewer shall be provided for every building, except where the building stands at the rear of another or an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway. In that case the building sewer from the front building may be extended to the rear building and the whole is considered as one building sewer. Said sewer shall require properly recorded easements, obtained and recorded at no cost to the town. The Sewer Commissioners may authorize the connection of a private sewer serving several buildings if constructed in accordance with the Standards for Public Sewers. They may also permit the connection of existing private sewers on a variance basis until a public sewer is available. Such sewers shall be connected at manholes. The Town of Henniker does not and will not assume any obligation or responsibility for damage caused by or resulting from any such connection of the type described in this Section.

Section 5. Existing Sanitary Sewers

Old or existing building sanitary sewers may be used in connection with the new buildings only when they are found, on examination and test by the Sewer Commissioners or their inspector, to meet all requirements of this Ordinance.

Section 6. Building Sewer Elevation

Whenever possible the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity

flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the public sewer.

Section 7. Prohibited Connections

No person shall make connection of floor drains, roof down spouts, foundation drains, basement sump pumps, areaway drains, or other sources of surface runoff, groundwater or unpolluted wastewater, to a building drain which in turn, is connected directly or indirectly to a public sanitary sewer.

Within 180 days of the acceptance date of this ordinance all commercial/industrial floor drains that are connected to a building sewer must be disconnected from said sewer. The user must then apply to the State for a permit to install a holding tank. Holding tank wastewater must be disposed of according to Article X Section 2 of this ordinance.

Section 8. Inspections

The applicant for the building sewer permit shall notify the superintendent when the building sewer is ready for inspection and testing. The pipe shall be laid in the ditch with stone bedding in place to the center-line of the pipe and all joints shall be fully accessible to the inspector. The completed building sewer shall be tested prior to backfilling by inserting a plug at the inspection tee and filling the line with water. All joints and pipe sections shall be visually checked for leaks or defects. If for any reason the trench must be backfilled prior to inspection, the completed line will be required to hold a full pipe over a twenty-four hour period.

Section 9. Connection

The connection of the building sewer into the public sewer shall be made by town forces or their designee.

Section 10. Excavation

- A. Safety All excavations for sewer installations shall be adequately guarded with signs, barricades, cones, flagpersons, and lights as needed so as to protect the public from hazard throughout the entire project. All procedures and equipment used shall conform to any applicable town, state or federal safety laws.
- B. Permits All necessary town and state permits shall be obtained and provided to the Sewer Commissioners for review.
- C. Restoration All streets, sidewalks, parkways, and other public property disturbed in the course shall be restored in a manner and time frame satisfactory to the town.

Section 11. New or Changed Discharges

Any person proposing a new discharge into the system or a substantial change in the volume or character of pollutants that are discharged into the system shall notify the Sewer Commissioners at least sixty (60) days prior to the proposed change or connection. Proposed new discharges from residential or commercial sources involving loading

exceeding 50 population equivalents, or 5000 gallons per day, or any increase in industrial discharge must be approved by the Sewer Commissioners and the State of N.H. DES.

Section 12. Abandonment

When any building or other structure served by a connection to any public sewer is demolished, destroyed, abandoned or altered so that any portion of an abandoned plumbing system which is directly or indirectly connected to any public sewer is no longer used and is no longer connected to the drainage system of said structure, the open end of such plumbing system shall be promptly sealed to the satisfaction of the Sewer Commissioners, so that no water or wastes may enter the sanitary sewer. In the event that said building is not disconnected within fourteen (14) days the Sewer Commissioners shall have the work completed to their satisfaction and the owner shall be charged for all costs incurred at the rate of 150%.

Section 13. Repairs & Maintenance

- A. Any repair or maintenance work in connection with sewer pipes and drains connected directly or indirectly to any sanitary sewer shall be performed in accordance with the specifications and under the inspection of the Sewer Commissioners.
- B. Those persons connected to the sanitary sewer are obligated to pay for repairs and maintenance of the building sewer from their building to the public sewer.
 1. The Sewer Commissioners shall have the right to charge a fee for all work performed at their direction or under their supervision on sewers, pipes, laterals, or drains which are not part of the public sewer system for the particular or special benefit of any individual parcel or portion of real property. Said fee shall be paid in advance if excavation is required. If it is determined by the Sewer Commissioners that the town is responsible for the blockage or breakage then the fee will be refunded.
 2. The Sewer Commissioners shall semi-annually assess against the individual parcel of land the amount of any such charges remaining unpaid and such charges shall be added to the tax role and collected in the same manner and at the same time as the other taxes are assessed, levied and collected pursuant to statute.

Section 14. Grease, Fats and Oils Removal Systems

Grease, Fats and Oils Removal Systems shall be provided when in the opinion of the Sewer Commissioners, or their designees, it is necessary for the proper handling of waste containing grease, fats and oils in excessive amounts. All removal systems shall be of a type and capacity approved by the Sewer Commissioners, and shall be located so as to be readily and easily accessible for cleaning and inspection. Removal systems shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, and equipped with easily removable covers which when bolted in place shall be gas-tight and watertight. Removal systems shall be constructed or installed in any place or building having a capability to serve group meals. Where installed, removal systems shall be maintained by the owner at his/her expense in continuously efficient operation at all times. Materials collected shall be disposed of properly and not reintroduced into the sewer system.

- A. Definitions The following words and terms shall, for the purpose of this Section, have the meaning show herein.

Grease, Fats and Oils Removal Systems/ or Removal Systems. Interceptors, separators, traps or grease recovery devices, which prevent free floating grease, fats and oils from entering the sewer system.

Grease Interceptor. A passive interceptor whose rated flow is 50 gallons per minute or less and serves as a fixture trap and which is located inside the building.

Grease Laden Waste. Effluent discharge that is produced from food processing, food preparation or other commercial source where grease, fats and oils enter automatic dishwasher pre-rinse stations, sinks, or other appurtenances.

Grease Recovery Device. An active automatic device which separates and removes grease, fats and oils from effluent discharge, and cleans itself of accumulated grease, fats and oils at least once every twenty four (24) hours, utilizing electromechanical apparatus to accomplish removal.

Grease Trap. A passive interceptor whose rated flow exceeds fifty (50) gallons per minute or minimum storage capacity of seven hundred fifty (750) gallons or more and which is located outside the building.

Solids Transfer/Grease Recovery Device. An active automatic pretreatment device which macerates course solids and separates/recovers free floating grease, fats and oils from effluent. The device cleans itself of accumulated grease, fats and oils at least once every twenty four (24) hours, utilizing electromechanical apparatus to accomplish removal.

- B. Administration

Registration Requirements. All discharges to the collection system that are required to install a grease, fats and oils removal system shall register with the town wastewater department. The department shall provide the owner with a registration number, indicating the potential for grease laden waste to be introduced into the town wastewater collection system. The department shall keep a running public log, including permit number, address and name of owner.

Owner Responsibility. The owner shall be responsible for cleaning and maintaining the removal system located on his property and shall maintain accurate records of the dates of cleaning and means of grease, fats and oils disposal, subject to semi-annual inspection and review by the town wastewater department in accordance with Article IX Section 13 of this ordinance. Any removal and/or hauling of grease, fats and oils shall be performed by a licensed waste disposal or rendering firm. All cost incidental to the building sewer installation, connection and registration shall be borne by the owner.

- C. Grease Removal Systems

Where Required. Grease, fats and oils removal systems shall be installed where the

discharge of grease laden waste, from food preparation or food processing or other commercial establishment discharges, into the town wastewater collection system. An approved removal system shall be installed consisting of one or a combination of the following methods.

1. Passive Technology including:
 - a. An approved in-ground grease trap
 - b. An approved grease interceptor
2. Active Technology including:
 - a. An approved grease recovery device
 - b. An approved solids transfer/grease recovery device

Prohibited Discharge. Waste that does not contain fat, grease or oils and that otherwise does not require treatment shall not discharge into the removal system. Wastewater from dishwasher machines or wastewater that otherwise exceeds 130^E F shall not be introduced into any grease removal system.

Food-waste Grinders. Food waste grinders shall not discharge into the building drainage system through a grease interceptor, grease trap or grease recovery device.

Dishwasher. Dishwashers shall not discharge into the building drainage system through a grease interceptor, grease trap or grease recovery device.

D. Passive System Requirements

Grease Traps. The size, type and location of each grease trap shall meet the specifications of the New Hampshire State Plumbing Code. Grease interceptors shall be sized and engineered based upon the anticipated load and/or conditions of actual use. Grease traps of pre-cast or poured in place concrete shall be constructed of sound durable material, not subject to excessive corrosion or decay, and shall be water and gas tight.

Grease interceptors. Grease interceptors shall be sized and engineered based upon the anticipated load and/or conditions of actual use. Grease interceptors shall receive grease laden waste discharge from the major point sources. A floor drain shall not be considered a major point source.

1. Grease interceptors shall have the grease retention capacity indicated in Table 1 for the flow rated indicated.
2. Grease interceptors shall be equipped to control the rate of flow.

E. Active System Requirements

Grease Recovery Devices. Grease recovery devices shall be permitted in lieu of grease interceptors or grease traps in accordance with the following requirements.

Location. Grease recovery devices shall receive all grease laden waste discharge from the major point sources. A floor drain shall not be considered a major point source.

Sizing. Grease recovery devices shall be sized based upon the anticipated load and/or conditions of actual use.

Capacity. Grease recovery devices shall have a minimum retention capacity indicated in Table 1 for the flow rates indicated.

F. **High Risk Facilities**

General. High risk facilities or facilities that have had previous field or surface violations shall incorporate a grease recovery device in combination with and preceding the grease trap.

G. **Alternate Methods**

Alternative Technology/Methods. Engineered alternative technology or methods shall be permitted, provided the technology or method meets the minimum performance standards set forth by the Administrative Authority.

Biological or Chemical Treatment Agents. Biological or chemical treatment agents for the separation, emulsification and/or removal of grease, fats and oils shall be prohibited.

**TABLE 1
SIZING AND RATING**

Sizing Symbol	4	7	10	15	20	25	30	35	50	75
Flow Rate GPM 1/S	4 .2 5	7 .44	10 .63	15 95	20 1.26	25 1.58	30 1.89	35 2.20	50 3.16	75 4.73
Retention Capacity Pounds/ Kg	8 3.6	14 6.4	20 9.1	30 13.6	40 18.2	50 22.7	60 27.3	70 31.8	100 45.4	150 68.2

Section 15. Specifications.

Building sewers and connections shall be designated and constructed to the specifications of the Town of Henniker or the State of N.H. whichever is more stringent.

Section 16. Materials.

The applicant shall provide all materials required for the building sewer and connection.

- A. Pipe. Pipe used for building sewers shall conform to the specifications in Article VIII Section 7 Subsection A.
- B. Saddle. Sewer saddles shall be provided with gaskets meeting or exceeding ASTM D-2000 3 BA715. Saddle castings meeting or exceeding ASTM 536-71 with a 3.5 inch stainless steel adjustable strap and 2 inch studs, nuts and washers.
- C. Details of Design and Construction. Building sewers shall be installed as detailed in Article VIII Section 5. A six (6) inch inspection tee shall be installed at or near the property line to facilitate inspection and testing of the building sewer.

Article VIII Collection System

Section 1. Main Pipe Extensions.

Main pipe extensions shall be made subject to the following terms and conditions:

- A. Main pipe extensions shall be allowed only if the treatment plant is either:
 - 1. Capable of adequately processing the added hydraulic and organic load; or,
 - 2. Expanded to provide adequate treatment facilities at no cost to the town, on a time schedule acceptable to the Sewer Commissioners.
- B. Main pipe extensions shall be designed and constructed to the specifications of the Town of Henniker or the State of N.H. whichever is more stringent.
- C. Main pipe extensions shall become the property of the town upon completion, inspection and acceptance by the Sewer Commissioners.
- D. The size and type of pipe shall be determined by the Sewer Commissioners in accordance with conditions surrounding the extension, including the possibilities of future expansion.
- E. The following will apply to persons, businesses, industries, or developers who request, through the Sewer Commissioners, a main pipe extension to primarily serve their particular property or project:
 - 1. The petitioner(s) shall finance the entire cost of the main pipe extension.
 - 2. Building Sewer Service Laterals, to be installed from the main to the property line, shall be the responsibility of the petitioner of the main pipe extension. The number and location of such laterals for all buildings, lots of record, or lots that may be subdivided in the future shall be determined by the Sewer Commissioners.
 - 3. There shall be no reimbursement to the main pipe extension petitioner(s) when abutters connect to the main pipe extension.
 - 4. All main pipe extensions and Building Sewer Laterals shall be designed and constructed to the specifications of the Town of Henniker.

5. The town will require and provide, at the petitioner(s) expense, a full time inspector who will be on site from start to completion of the project.
6. An as-built plan shall be furnished to the Sewer Commissioners prior to the town's acceptance of the main pipe extension.
7. Legally prepared and registered deeds, right-of-ways, easements, etc. shall be provided, as necessary, for all main pipe extensions outside the public right-of-way, to the approval of an attorney retained by the Town of Henniker. The cost of providing these items shall be the responsibility of the person(s) proposing the main pipe extension.
8. Operation and maintenance manuals shall be provided for all pump stations, their equipment, or any other permanent appurtenances included in the main pipe extension.
9. Any excavations made in the public right-of-way shall require a trench permit from the Town of Henniker.
10. The person who proposes and causes to be constructed a main pipe extension shall be responsible for maintenance and repairs on said extension for a period of one (1) year following the date said extension is accepted as complete by the Sewer Commissioners.
11. A bond or other means of financing acceptable to the Sewer Commissioners shall be posted for a period of one (1) year, to be used to offset any expenses incurred to the town in relation to the main pipe extension which are uncollectible from the applicant.

Section 2. Design Period.

Sewer systems shall be designed for the estimated ultimate tributary population, usually a period of fifty (50) years hence, except in considering parts of the systems that can be readily increased in capacity. Similarly, consideration should be given to the maximum anticipated capacity of institutions, industrial parks, or commercial shopping centers.

Section 3. Design Factors.

In determining the required capacities of sanitary sewers the following factors shall be considered:

- A. Maximum hourly sewage flow;
- B. Additional maximum sewage or waste flow from industrial plants;
- C. Groundwater infiltration;
- D. Topography of area; and
- E. Pumping requirements.

Section 4. Design Basis: Flow

A. Collector=s; Laterals

1. New sewer systems shall be designed on the basis of an average daily per capita flow of not less than 100 gallons per day.
2. Sewers shall be designed to carry this sanitary waste flow multiplied by a peak flow factor, plus an infiltration allowance, when running full.
3. Sanitary wastes from commercially or industrially zoned areas shall be measured, if existing, or shall be estimated on the basis of the following:
 - a. Industrial Parks - no less than 2,000 gallons/day/gross acre.
 - b. Shopping Center - no less than 2,000 gallons/day/gross acre.
 - c. Supermarkets - no less than 3,500 gallons/day/gross acre.

In the event of a combination of the above named uses the flow shall be estimated at the highest applicable rate.

B. Main Sewers. Design of main sewers shall be based on total contributory flow from the collection system served, but in no case shall the flow be based on less than 2 2 times the average flow of the contributory system.

C. Infiltration Allowance.

1. For areas to be sewerred in the future, an infiltration allowance of 150 gallons per day per acre shall be used.
2. For sewers under design, an allowance of 500 gallons per inch diameter per mile per day shall be made.
3. For existing sewers to be intercepted by the sewer under design, infiltration shall be measured.

Section 5. Details of Design and Construction.

- A. Minimum size. No gravity sewer shall be less than eight (8) inches in diameter.
- B. Depth. Sewers shall be sufficiently deep so as to receive sewage from basements and to prevent freezing. A minimum depth of cover for street installation shall be six (6) feet and for cross country installation shall be four (4) feet.
- C. Slope. All sewers shall be designed and constructed at such slopes as to prevent deposition of organic solids when flowing full based on Manning=s formula and an n value of .013. This shall mean a minimum velocity for design purposes of two (2) feet per second (fps) when flowing full.

1. Minimum slopes to achieve minimum velocity shall be:

Sewer Size	Minimum Slope, Feet per Foot
8 inch	.0040
10 inch	.0028
12 inch	.0022
14 inch	.0017

Full advantage of topographical and paralleling of ground slope shall be made.

2. Sewers shall be designed and laid with a uniform slope between manholes.

D. Alignments. Sewers shall be laid with straight alignment between manholes.

E. Changes in Pipe Size.

1. Increasing size. When a smaller sewer joins a larger one, the invert of the larger sewer shall be lowered sufficiently to maintain the same hydraulic gradient. An approximate method which may be used for securing these results is to place the 0.8 depth point of both sewers at the same elevation.
2. Decreasing size. At times, due to increasing sewer slopes, a reduction in the size of the outgoing sewer from a manhole may be justified. Such a reduction shall not be permitted on sewers twenty four (24) inches in diameter or under, but may be permitted on sewers larger than twenty four (24) inches in diameter.

F. High Velocity Protection. Where velocities greater than ten (10) feet per second may be attained, special provision shall be made to protect against displacement by erosion and shock.

G. Stream Crossings. Sewers crossing streams or to be located within ten (10) feet of a stream embankment or otherwise where unusual strength is indicated, shall be of ductile iron or other suitable material and shall be properly protected.

H. Trenches. Installation of trenches shall be in accordance with the following:

1. Bedding. Bedding material shall be screened gravel or crushed stone to ASTM C33 stone size m 67.
2. Sand. Sand blanket material shall be graded sand free from organic materials, so graded that 100% passes a 2 inch sieve; 15% (maximum) passes a 3200 sieve.
3. Backfill. Backfill material for in road, traveled ways and shoulders, shall be natural material excavated from trench during construction excluding debris, pieces of pavement, organic mater, top soil, all wet or soft muck, peat or clay, all excavated ledge material, or rocks over six (6) inches in the largest dimension, or any material not

- approved by the inspector. For cross-country construction, suitable material shall be described as above, except that the inspector may permit the use of top soil, loam muck or peat, if he is satisfied that the completed construction will be entirely stable and provided that easy access to the sewer for maintenance and possibly reconstruction, when necessary will be preserved. Backfill shall be mounded six (6) inches above original ground in cross-country installations.
4. Base Course. Base course shall meet the requirements of Division 300 of the latest edition of the standard specifications for road and bridge construction of the State of N.H. Department of Public Works and Highways.
 5. Wood Sheeting. Where sheeting is placed alongside the pipe and extends below mid-diameter, it shall be cut off and left in place to an elevation not less than one (1) foot above the top of the pipe. Where sheeting is to be left in place, it shall be cut off at least three (3) feet below finished grade, but not less than one (1) foot above the top of the pipe.
 6. In-trench dimensions shall be as follows:
 - a. For sewer pipe up to fifteen (15) inches in diameter, allowable trench width at plane twelve (12) inches above pipe shall be no more than thirty six (36) inches.
 - b. For pipe greater than fifteen (15) inches the allowable width shall be equal to the pipe outside diameter plus twenty four (24) inches.
 - I. Bedding. Pipe bedding material shall extend from a horizontal plane through the pipe axis to six (6) inches below the bottom of the pipe outside surface. Pipe sand blanket material shall cover the pipe a minimum of twelve (12) inches above the crown of the outside surface. Compaction shall be in twelve (12) inch layers for bedding and blanket materials. Backfill material shall be compacted in three (3) foot layers to the ground surface except for road construction where the final three (3) feet shall be compacted in twelve (12) inch layer to the road base surface.

Section 6. Manholes

- A. Basic requirements.
 1. All component parts shall have the strength, leakproofness, and space necessary for the intended service and shall meet or exceed all federal, state or local requirements.
 2. Pre-cast manhole section assemblies shall withstand H-20 loading and shall not leak in excess of one (1) gallon per day per vertical foot of manhole; for the life of the structure. A period in excess of twenty (25) years shall be the life of the structure.
- B. Measurement shall be the vertical foot as measured from the invert of the cutflowing sewer to the top surface of the cast-iron cover.
- C. Manholes shall be constructed as follows:
 1. Barrels and cone sections shall be pre-cast reinforced or non-reinforced concrete.

2. Base sections shall be monolithic to a point six (6) inches above the crown of the incoming pipe, and shall be pre-cast reinforced or ore-cast non-reinforced concrete.
3. Horizontal joints between sections of pre-cast concrete barrels shall be of a type approved by the Sewer Commissioners; said type shall, in general, depend for water-tightness upon an elastomeric or mastic-like sealant.
4. Pipe to manhole joints shall be only as approved by the Sewer Commissioners and, in general, will depend for water-tightness upon a manufactured boot type connection. If sewer mains are connected at existing manholes, connections shall be cored only and rubber boots installed with water plug hydraulic cement.
5. Cone sections shall be eccentric.
6. Inverts and Shelves. Manholes shall have a brick paved shelf and invert, constructed to conform to the size of pipe and flow. In straight through manholes, inverts may be constructed using half pipe sections of SDR 35 plastic pipe to provide a smooth flow line. At changes in direction, the inverts shall be laid out in curves of the longest radius possible tangent to the center line of the sewer pipes. Shelves shall be constructed to the elevation of the highest pipe crown and slope to drain toward the flowing channel. Underlayment of invert and shelves shall consist of brick masonry. Inverts and shelves shall be placed after testing.

D. Materials. Materials of construction for manholes shall be as follows:

1. Pre-cast concrete barrel sections, cones, and bases shall conform to ASTM C478 except as may be otherwise shown in this Ordinance.
2. Frame and Cover. Manhole frame and cover shall provide a thirty (30) inch diameter clear opening. The cover shall have the letter AS@ or the word ASEWER@ in three (3) inch letters cast into the top surface. The castings shall be of good quality, heavy duty, strong, tough, even-grained, cast iron, sooth, free from scale, lumps, blisters, sandholes, and defects; contact surfaces of covers and frames shall be machined at the foundry, to prevent rocking of covers in any orientation. All castings shall be thoroughly cleaned and subject to a careful hammer inspection.
 - a. Castings. Castings shall be equal to class 30, conforming to the ASTM standard for gray iron castings, designation A48. Castings shall be sandblasted and given two coats of coal-tar-pitch varnish, applied in a satisfactory manner so as to make a smooth coating, tough, tenacious, and not brittle or with any tendency to scale off. Damaged coatings shall be repaired by the installer to the satisfaction of the inspector.
 - b. Water tightness. Watertight manhole covers shall be used whenever the manhole tops may be flooded by street runoff or high water.
3. Brick. Brick masonry for shelf, invert and grade adjustment shall comply with ASTM C-32 (clay or shale) for grade SS hand brick.
4. Mortar. Mortar shall be composed of portland cement, hydrated lime, and sand in the

- proportions of one part cement to 2 part lime to 4 2 parts sand, (by volume). In no case shall the volume of sand exceed three (3) times the sum of the volume of cement and lime.
5. Cement. Cement shall be type II portland cement conforming to ASTM C-150.
 6. Lime. Hydrated lime shall be type S conforming to the ASTM C-207 Standard Specification for Hydrated Lime for Masonry Purposes, Designation C207.
 7. Sand. Sand shall consist of inert natural sand conforming to the ASTM Standard Specifications for Concrete (Fine) Aggregates, Designation C33.
 8. Shallow Manhole. When manhole depth is less than six (6) feet, a reinforced concrete slab cover may be used, shall have an eccentric entrance opening and capable of supporting H-20 loads. The opening shall be fitted with a frame and cover as specified in Section 6 (D)(2) of this article.

E. Location.

Manholes shall be installed at the end of each sewer line, at all intersections, and at all changes in grade, size, or alignment. In no case shall the distance between manholes be greater than three hundred (300) feet. All manholes shall be located so that they are readily accessible for safe entry, cleaning and rescue operations.

F. Drop Manholes.

A drop pipe shall be provided for a sewer entering a manhole at an elevation of twenty four (24) inches or more above the manhole invert. Where the difference in elevation between the incoming sewer and the manhole invert is less than twenty four (24) inches, the slope of the incoming sewer shall be increased to meet the manhole invert for the entire length of the sewer to the next upstream manhole. Inside drop types shall be used unless conditions prevent their use.

G. Diameter.

The minimum diameter of manholes shall be forty eight (48) inches. For sewers larger than twenty four (24) inches diameter, manhole diameters shall be increased so as to always provide at least twelve (12) inches of shelf on each side of the sewer.

H. Flow Channel.

A drop of at least 0.1 feet shall be provided between incoming and outgoing sewers on all junction manholes and on manholes with bends greater than 45E.

I. Electrical.

Electrical equipment installed or used in manholes shall conform to Ws 721.01 e.5, the National Electric Code and any other applicable town, state or federal requirement.

J. Installation.

1. Pre-cast bases shall be placed on a six (6) inch layer of compacted bedding material. Bedding shall conform to ASTM C.33 m 67 stone. The excavation shall be properly dewatered while placing bedding material and setting the base.
2. Inlet and outlet stubs shall be connected and sealed in accordance with the manufacturer=s recommended procedure, and as shown in the Standard Manhole drawings (Appendix F Detail A).
3. Barrel sections and cones of the appropriate combination of heights shall then be placed, using manufacturer=s recommended procedure for sealing horizontal joints.
4. Frame and cover shall be placed on the top or some other means of preventing accidental or unauthorized persons, animals or debris, from entering the manhole until such a time that the final adjustment to grade can be made.
5. Setting Manhole Frames and Covers. Manhole frames shall be set with the tops conforming accurately to the grade of the pavement or finished ground surface as indicated on the approved plans. Frames shall be set concentric with the top of the masonry and in a full bed of mortar so that the space between the top of the manhole masonry and the bottom flange of the frame shall be completely filled and made watertight. A thick ring of mortar shall be placed all around and on the top of the bottom flange. The mortar shall be smoothly finished and have a slight slope to shed water away from the frame.

K. Leakage Test.

After the manhole has been assembled in place, all lifting holes shall be filled with and pointed with an approved non-shrinking mortar. The test shall be made prior to placing the shelf and invert and before filling and pointing the horizontal joints. All pipes and other openings into the manhole shall be suitably plugged and the plugs be braced to prevent blow out. Vacuum tests shall be performed using the following procedure:

1. Initial test pressure; ten (10) inches Hg (i.e. 20" absolute)
2. One (1) inch drop (from 10" Hg to 9" Hg) in two (2) minutes time minimum allowable for 0-10 foot deep manholes; 22 minutes time minimum allowable for 10'-15' deep manholes; three (3) minutes time minimum allowable for 15'-25' deep manholes.
3. If the pressure drop exceeds one (1) inch in the allotted time the unit shall be repaired and retested.
4. If a unit fails to meet the standards after repairs, the unit shall be water exfiltration tested and repaired as necessary.
5. Testing using either air or water shall be done, whenever possible, prior to backfilling to assist in locating leaks. Joint repairs by parging are to be done on both outside and inside of the joint to ensure a permanent seal.

L. Maximum Depth.

Twenty five (25) feet shall be the maximum allowable depth. Variances may be considered if the person proposing a manhole at greater depth shall provide any cleaning, safety or maintenance equipment required because of the added depth.

Section 7. Pipe Specifications.

A. Pipe. Pipe used for main pipe extensions and building sewers shall conform to the following:

1. Polyvinyl Chloride (PVC) sewer pipe shall be used and shall conform to ASTM specification D3034. The pipe shall meet the Dimension Ratio (SDR) 35 and be colored green for in-ground identification as sewer pipe.
2. PVC pipe shall be joined by means of a rubber gasket and an integral bell. Sealing rings shall meet the requirements of ASTM F477.
3. The pipe shall have a minimum stiffness of 46 psi.
4. The pipe shall be supplied in standard thirteen (13) foot laying lengths.
5. The pipe shall be manufactured by a member of Unibell.

Section 8. Main Pipe Testing.

The following procedures shall be used to test main pipe extensions.

- A. Clean section to be tested.
- B. Plug all pipe outlets with suitable test plugs. Brace each plug securely.
- C. Add air slowly to the portion of the pipe installation under test until the internal pressure is raised to 4.0 psig.
- D. After an internal pressure of 4.0 psig is obtained, allow at least two (2) minutes for air temperature to stabilize, adding only the amount of air required to maintain pressure.
- E. After the two (2) minute period, disconnect the air supply.
- F. When pressure decreases to 3.5 psig, start the stopwatch. Determine the time in seconds that is required for the internal air pressure to reach 2.5 psig.
 1. If the stopwatch time is less than the time specified in the TIME HOLDING CHART (Appendix G), the tester shall fill the line with water and hold for sixty (60) minutes. The water is to be released from the test section and said test section shall be immediately retested.
 2. If after all sources of air leakage have been corrected and there is still difficulty in meeting the minimum specification time requirements, a water exfiltration test shall be

conducted to determine the acceptability of the test section.

In the event of a test failure it shall be the responsibility of the installer to determine the cause of failure and perform repairs satisfactory to the inspector. No adjustment in the leakage allowance will be made for unknown causes such as leaking plugs, absorption, etc. It will be assumed that all leakage is the results of leaks through the joints or damaged pipe.

Section 9. Pump Station Specifications.

A. Basic Requirements

1. Prefabricated pumping stations shall meet all of the design requirements of the following sections. In addition, the capacity of the prefabricated pumping station shall not exceed 2000 GPM, and the depth shall not exceed twenty eight (28) feet. Pump stations which exceed these parameters shall be constructed in place.
2. Flood control shall provide for uninterrupted operation under flood conditions of a 25-year frequency. Pump stations shall be so placed as to be protected against damage from 100-year floods. A suitable super structure preferably located off the right-of-way of streets and alleys shall be provided. The station shall be readily accessible.
3. Grit. The wet well and the discharge manifold piping shall be designed to prevent grit from settling back into pump discharge lines of pumps not operating.

B. Design Requirements. Design requirements shall be as follows:

1. Type: Sewage pumping stations shall be of the dry well type, (i.e., a type wherein the motor or other drive mechanism, the pump and all of the moving components of the pump are placed in a dry chamber, completely separate from the wet well, thereby allowing easier access for inspection, service, and repair).
2. Structures: Wet and dry wells including their superstructure shall be completely separated, The superstructure shall be covered by buildings to protect the entrances to the wells from the weather. The buildings shall have maintenance free exteriors and roofs. The buildings shall have metal doors that shall be keyed to the plant key system.
3. Dry wells shall provide sufficient space for accessibility for the repair and removal of pumps. Provisions shall be made for the removal of pumps and motors.
4. Separate exterior entrances shall be provided to both wet and dry wells of pump stations. For built-in place stations access to lower levels shall be by straight stairways. Ladder access to lower levels shall be limited to pump stations, twenty eight (28) feet in depth. At all stations greater than twenty eight (28) feet in depth from ground level to the top of the bottom floor, a powered elevator meeting the design requirements of ANSI 17.1 safety code (latest edition) shall be provided, the capacity shall be limited to six hundred (600) pounds. Spiral stairs shall not be permitted.

C. Pumps

1. A minimum of two (2) pumps, each designed to handle peak flows for at least fifteen (15) years hence, shall be provided. Where three or more units are provided they should be

- designed to fit actual flow conditions and must be of such capacity that with any one unit out of service the remaining units shall have the capacity to handle peak sewage flows. When ejectors are provided as the method of raising sewage, 2 compressor units shall be required: the compressors shall be so interconnected that the duplicate unit will commence operation in the event of failure of the one in use.
2. All pumps shall be protected from damage due to large solid objects such as rocks or boards, by a solids grinding system such as the AMuffin Monster® manufactured by Disposable Waste Systems, Inc. or its equal. A bar screen or rack which shall have 2 inch clear openings between the bars will be provided in a bypass channel to provide screening when the grinder is out of service.
 3. Pumps shall be capable of passing 2 2 inch solids or they shall be capable of passing 3 inch solids where the omission of comminuting is approved by the commissioners.
 4. Pumps shall be located in a dry well and be so placed that under normal operating conditions they will operate under a positive suction head. Self-priming pumps shall be approved only when it can be shown that pumps operating under positive suction conditions are not practical. Submerged pumps for pumping raw sewage shall not be approved.

D. Electrical Equipment

1. Electric motors shall be protected from flooding.
2. Electrical systems and components (e.g., motors, lights, cable, conduits, switch boxes, control circuits) in enclosed or partially enclosed spaces where flammable mixtures occasionally may be present (including raw sewage wet wells) shall comply with the National Electrical Code requirements for class I division 1 locations.
3. All electrical equipment and work shall comply with the requirements of the National Electrical Code.

E. Sump Pump

A separate sump pump capable of passing 1 2 inch solids shall be provided in the dry well to remove leakage or drainage, with the discharge above the alarm level of the wet well. Water ejectors connected to a potable water supply shall not be approved. All floor and walkway surfaces shall have a slope of 3 inch per foot to a point of drainage.

F. Flow Rates.

The pumps and controls of main pumping stations, (particularly pumping stations operated as part of treatment works) shall be designed to operate at varying delivery rates to permit discharging sewage from the station to the treatment works at approximately its rate of delivery to the pump station.

G. Flow Checks.

Pumps shall be protected from being driven in the reverse direction.

H. Level Control.

Control of pump operation shall be by an air bubbler system. A standby compressor or compressed air cylinder shall be provided for emergency use. For pumping stations with capacities of more than 200 GPM, the standby equipment shall be a compressor which shall permit manual alternation of the duty and standby compressors. Other suitable proven level control systems may be considered by the Sewer Commissioners.

I. Shut-off Valves.

Suitable flanged shut-off valves shall be placed in suction and discharge lines of each pump. A non-slamming check valve or its equivalent shall be placed on each discharge line, between the shut-off valve and the pump.

J. Wet Wells.

1. Turbulence. Wet wells shall be designed to avoid turbulence near the pump suction intakes.
2. Wet wells for pumping stations of greater than 200 GPM capacity shall have division walls so that the station can be kept in operation when work is performed in the wet well.
3. The effective capacity of the wet well shall provide a holding period not to exceed ten (10) minutes for the design average flow.
4. The wet well floor shall have a minimum slope of 1 to 1 to the hopper bottom. The horizontal area of the hopper bottom shall be no greater than necessary for proper installation and function of the inlet.
5. A permanent ladder, securely fastened to the wall of each wet well shall be installed so as to provide egress should a person fall in.

K. Ventilation.

1. Adequate ventilation for personnel and equipment shall be provided for all pump stations. Where the pump pit is below the ground surface, mechanical ventilation shall be provided, so arranged as to independently ventilate the dry well and the wet well. There shall be no interconnection between the wet well and dry well ventilation systems. Dampers shall not be used on exhaust or fresh air ducts and fine screens or other obstructions in air ducts shall be avoided. Switches for operation of ventilation equipment shall be marked and located conveniently. Switches shall provide for both manual and automatic operation. Dehumidification shall be provided in the below ground pump chambers.
2. Ventilation of wet wells shall provide a minimum of thirty (30) air changes per hour if the system is operated intermittently, (intermittent operation allows the system to be selected to run for short periods of rapid venting when the well is occupied for maintenance or operation), or twelve (12) changes per hour if the system is operated continuously (continuous operation allows the system to run continuously at all times, occupied or

not). Fans installed within the wet well structure shall be made of non-spark material: motors, conduit, lights, boxes, switches, controls, shall be explosion proof.

3. Ventilation system of the dry well shall be capable of continuously providing a minimum of six (6) air changes per hour when the facility is occupied and three (3) changes per hour when not occupied.

L. Flow Measurement.

Suitable devices for measuring and recording sewage flow shall be provided at all pumping stations. For pumping stations with capacities of more than 500 GPM, this shall consist of daily recording charts as well as a totalizer. For station with capacities of 500 GPM or less, this may consist of a running meter which shall indicate the total running time of the pumps.

M. Water Supply.

There shall be no physical connection between the potable water system and any other piping system and equipment. This shall be accomplished through the use of devices acceptable to the Sewer Commissioners, Cogswell Springs Water Works, and the AWWA.

N. Suction-lift Pump Stations.

Suction lift pump stations shall not be permitted.

O. Alarm Systems.

1. Basic Requirements. Alarm systems shall be provided for all pumping stations. The alarm signal shall be activated in any one of the following cases:
 - a. High water in the wet well. This alarm shall be activated independent of the pump level control system.
 - b. Loss of one or more phases of power supply.
 - c. High water in the pump room sump.
 - d. Loss of the alarm transmission line.
2. The high water alarm should be a separate float-type or mercury-type switch, independent of the bubbler system, and satisfactory operation of the alarm system should be indicated on a panel with a light which lights up upon failure of the alarm system.
3. An enunciator panel shall be installed at the sewage treatment plant control room. Because the plant is not manned on a 24-hour/day basis, the alarm system shall be connected to a telephone dialer which will call the appropriate dispatcher as determined by the commissioners.
4. The power source for the alarm system shall be an independent battery with continuous charge, or main line power with a back-up battery system, which shall be automatically

connected should main power fail.

5. The alarm signal shall be transmitted through the telephone system, either leased or privately constructed, or by radio transmission.
6. At each enunciator panel, the alarm shall consist of a bell and a light. Provision shall be made to permit silencing of the bell manually, after the alarm has been sounded, but the light shall continue until the alarm condition has been rectified.

P. Instruction and Equipment.

Sewage pumping stations and their operators shall be supplied with a completed set of operational instructions, including emergency procedures, maintenance schedules, all tools and such spare parts as necessary.

Q. Emergency Operation

1. The objective of emergency operation shall be to prevent the discharge of raw or partially treated sewage to any waters and to protect public health by preventing back-up of sewage and subsequent discharge to basements, streets, and other public and private property.
2. Emergency power supply details:
 - a. An independent engine-generator type source of electric power shall be provided for electrically-driven pumps. The source shall be automatically activated by failure of any phase of power supply or upon any fluctuation in voltage, the amount or duration of which would cause damage to the motors. Installations shall comply with all applicable requirements of the National Electrical Code.
 - b. The unit shall be permanently secured in place. Provision shall be made for unit removal for purposes of major repair.
 - C. Provisions shall be made for automatic and manual start-up and cut-in. The controls shall be such that upon automatic start-up under emergency conditions, shut-downs shall be accomplished automatically on restoration of utility power. Manual shut-down shall also be provided. Time delays shall be provided to allow pumps to run down before re-energizing on transfer of power.
 - d. Unit size shall be sufficient to start up sequentially and run all pumps needed to handle average waste flows, plus lighting, ventilation, controls and comminution.
 - e. The unit internal combustion engine shall be located above grade with suitable and adequate ventilation of exhaust gases. Sufficient cooling capacity shall be considered in locating the unit.
 - f. All emergency power generating equipment shall be provided with instructions, for routine exercising and load testing.
 - g. All emergency power generated on site shall be limited to comminuting, degritting, sewage pumping, sedimentation, and disinfecting equipment. Systems shall be

limited to lighting and HVAC. Process equipment that would be damaged if electrically deenergized for long periods (chemical or sludge processing etc.) shall be powered by the emergency source.

- h. The generator engine controls shall be equipped with an automatic exerciser which may be set on any selected schedule to start the generator, run it under no-load or load conditions by selection and shut it off without actuating the alarm system.

R. By-pass.

No pumping station by-passes allowing the discharge of raw sewage either overland or to any water course shall be permitted.

S. Safety.

In addition to safety items included above, the following shall be required:

1. Ladders:

- a. All ladders shall be constructed of aluminum or stainless steel for corrosion protection.
- b. All rungs shall have a minimum diameter of : inch. They shall be a minimum of sixteen (16) inches in clear length and be spaced uniformly no more than twelve (12) inches apart.
- c. Side rails of fixed ladders shall extend forty two (42) inches above the top of landing or floor level.

2. Fall prevention: Any station greater than eight (8) feet in depth, with fixed ladders shall include a fall prevention device, Rose, DYNA-LOCK, Self-retracting lanyard or equivalent. Also included shall be a Class 3 body harness and a suitable lanyard to connect the harness to the fall prevention device. A suitable anchor point shall be included in the construction of the building.

3. Handrails:

- a. All handrails installed in pump stations shall be constructed of aluminum, fiberglass, or stainless steel for corrosion protection.
- b. A standard railing shall consist of top rail, intermediate rail and posts, and shall have a vertical height of forty two (42) inches from upper surface of rail to floor.
- c. Railing shall be of such construction that the complete structure shall be capable of withstanding a load of at least two hundred (200) pounds in the vertical or horizontal direction.

Section 10 Force Mains

A. Minimum Velocity.

At pumped flow rate, a cleansing velocity of at least three (3) feet per second shall be maintained.

B. Air Locking.

An automatic air relief valve shall be placed at high points in the force main to prevent air locking.

C. Entrance to Gravity Sewer.

Force mains shall enter the gravity sewer system at a point not more than two (2) feet above the flow line of the receiving manhole.

D. Blow-offs.

Blow-offs properly valved, shall be located on all low points of force mains. Adequate space shall be available at such locations for handling the displaced waste without danger of pollution or health hazard.

E. Material.

Force mains shall be constructed of ductile iron or other material acceptable to the Sewer Commissioners and the State of N.H.

F. Thrust Blocks.

Suitable thrust blocks shall be placed at all bends, elbows, tees, and junctions.

G. Installation.

Force mains shall be treated as gravity sewers for foundation, bedding and backfill requirements.

Section 11 Protection of Water Supplies

A. Backflow.

There shall be no physical connection between a public or private water supply system and a sewer, or appurtenance thereto which would permit the passage of any sewage or polluted water into the potable supply.

B. Public Water Supply.

While no general statement can be made to cover all conditions it is generally recognized that sewers shall be kept remote from public water supply wells or other water supply

sources and structures. Should a proposed sewer be located within four hundred (400) feet of a public water supply well or reservoir or within seventy five (75) feet of private wells, the Sewer Commissioners may require any special construction materials or techniques which they deem necessary in the interest of public health and safety.

C. Water Mains.

1. Sewers shall be located at least ten (10) feet horizontally, from any existing or proposed water main. If, for absolutely essential reasons, it is not possible to achieve such separation, the sewer may be located not less than three (3) feet from a water main, horizontally, provided there is at least eighteen (18) inches vertical separation between the bottom of the water main and the top of the sewer with the sewer below the water main.
2. Whenever sewers unavoidably must cross under water mains, the sewer shall be located at such an elevation that the top of the sewer is at least eighteen (18) inches below the bottom of the water main. Should the grade be such that lowering the sewer is impossible, the water main shall be raised to achieve the required separation. In no case shall the water main pass under the sewer.
3. When it is impossible to obtain the required separation stipulated in (1) and (2) above, the sewer shall be constructed of mechanical joint ductile iron pipe. Also, if necessary, the water main shall be reconstructed of slip-on or mechanical joint ductile iron pipe. Both services shall be pressure tested to assure water tightness. When the sewer is reconstructed using mechanical joint iron pipe, it shall not be located above the water main.

Article IX Industrial Discharges

Section 1 Prohibited Discharge Standards

Pollutants, substances, or wastewater prohibited by this section shall not be processed or stored in such a manner that they could be accidentally discharged into the POTW.

A. General Prohibitions.

No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater that causes pass-through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other federal, State, or local pretreatment standards or requirements.

B. Specific Prohibitions.

No user shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:

1. Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, gas, solid, or any substance that may generate or form any flammable, combustible or explosive substance, fluid, gas, vapor, or liquid when combined with air, water or other

- substances present in sewers, including, but not limited to, wastestreams with a closed-cup flashpoint of less than 140^NF (60^NC) using the test methods specified in 40 CFR 261.21;
2. Wastewater having a pH less than 5.0 or greater than 11.0 , as measured at the point of connection to the sanitary sewer or other available monitoring location, or otherwise causing corrosive structural damage or hazard to the POTW equipment, or personnel, or with alkalinity in such quantities that the pH of the influent to the POTW is caused to exceed 8.0;
 3. Solid or viscous substances including water or wastes containing fats, wax, grease, or oils, whether emulsified or not, or containing substances that may solidify or become viscous at temperatures between thirty two (32) and one hundred fifty (150) degrees (0-65 degrees C), in amounts that will cause obstruction of the flow in the POTW resulting in interference;
 4. Pollutants, including oxygen-demanding pollutants (BOD, COD, etc.), or chlorine demand requirements released in a discharge at a flow rate and/or pollutant concentration that, either singly or by interaction with other pollutants, will cause interference with the POTW;
 5. Wastewater having a temperature greater than 150^NF (65^NC), or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater that causes the temperature at the introduction into the POTW treatment plant to exceed 104^NF (40^NC);
 6. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin, in amounts that will cause interference or pass-through;
 7. Pollutants that result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 8. Trucked or hauled pollutants, except at discharge points designated by the superintendent in accordance with Section 10, Paragraph I of this Article; and
 9. Household hazardous wastes including but not limited to paints, stains, thinners, pesticides, herbicides, anti-freeze, transmission and brake fluids, motor oil and battery acid.

C. Additional Prohibitions.

No user shall introduce or cause to be introduced into the POTW the following substances, pollutants or wastewater, unless specifically authorized by the Sewer Commissioners in a wastewater discharge permit:

1. Wastewater that imparts color that may not be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently may impart color to the treatment facility's effluent, thereby violating the town's NPDES permit;
2. Noxious or malodorous liquids, gases, solids, or other wastewater that, either singly or

- by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
3. Wastewater containing any radioactive wastes or isotopes except in compliance with applicable state or federal regulations;
 4. Storm water, surface water, ground water, artesian well water, roof runoff, subsurface drainage, swimming pool drainage, condensate, deionized water, non-contact cooling water, or otherwise unpolluted wastewater;
 5. Sludges, screenings, or other residues from the pretreatment of industrial wastes;
 6. Medical wastes;
 7. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail a toxicity test;
 8. Detergents, surface-active agents, or other substances that may cause excessive foaming in the POTW;
 9. Wastewater causing a reading on an explosion hazard meter at the point of discharge into the POTW, or at any point in the POTW, of more than ten percent (10%) of the Lower Explosive Limit of the meter;
 10. Garbage that has not been properly shredded (garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments, or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers);
 11. Any quantities of flow, concentrations, or both that constitute a "slug" as defined in Article II of this ordinance;
 12. Waters or wastes that, by interaction with other water or wastes in the POTW, release dangerous or noxious gases, form suspended solids that affect the operation of the collection system, or create a condition deleterious to structures and treatment processes; or
 13. Any materials that exert or cause unusual concentrations of inert suspended solids (such as, but not limited to, Fullers earth, lime, slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate).

Section 2 Federal Categorical Pretreatment Standards

The categorical pretreatment standards are found at 40 CFR Chapter I. Subchapter N. Parts 405-471.

EPA shall be the Control Authority for industrial users subject to categorical pretreatment standards. As the Control Authority, industrial users are responsible to the EPA for compliance with categorical pretreatment standards and the requirements of 40 CFR Part 403. Categorical industrial users shall provide the town with copies of any reports to, or correspondence with EPA relative to compliance with the categorical pretreatment standards.

The industrial user is responsible for determining the applicability of categorical pretreatment standards. The user may request that EPA provide written certification on whether the user is subject to the requirements of a particular category.

Section 2.5 Local Discharge Restrictions

All persons discharging industrial process wastes into public or private sewers connected to the Town's POTW shall comply with applicable federal requirements and State standards for pretreatment of wastes as they may be amended from time to time in addition to the requirements of this Ordinance.

Local numerical discharge limitations established by the Town as set forth herein or as may be adopted by the Sewer Commission (referred to as local limits), and all State pretreatment standards shall apply, whichever is most stringent.

If any waters or wastes are discharged or are proposed to be discharged to the POTW that exceed the standards or restrictions established in Article IX Sections 1, 2, and 2.5 of this Ordinance, which in the judgment of the Sewer Commission may have a deleterious effect upon the POTW, processes, equipment, or receiving waters, or that otherwise create a hazard to worker safety or health, or constitute a public nuisance, the Sewer Commission may:

- § Reject or prevent any discharge to the POTW after notice has been served to the discharger and the discharger has had reasonable opportunity to respond;
- § Require pretreatment prior to discharge to the POTW (Article IX, Section 6);
- § Require control (e.g., equalization) over the quantities and rates of discharge; and/or
- § Require payment to cover additional cost of handling and treating wastes.

If the Sewer Commission allows the pretreatment or equalization of waste flows, the design and installation of the systems and equipment shall be subject to the review and approval of the Sewer Commission and the State (see Article IX, Section 6).

A. Maximum Allowable POTW Headworks Loadings Limitations. Numerical pollutant loading limitations may be established to protect against pass-through and interference:

The Sewer Commission shall calculate and administer daily concentration limits (i.e., local limits) when required as described below to ensure that the combined industrial pollutant discharge loadings do not cause or contribute to exceeding of these limitations. For industrial discharge applications, the local limits shall apply at the end of the process train prior to dilution with non-industrial wastewaters.

Daily concentrations are the concentration of a pollutant discharged, determined from the analysis of a flow-composited sample (or other sampling procedure approved by the Sewer Commission) representative of the discharge over the duration of a 24-hour day or industrial operation schedule of less than 24 hours.

The Sewer Commission may impose mass limitations in addition to, or in accordance with Article IX, Section 5, in place of the concentration-based limitations.

Local limits are developed based on the identification of industrial users known to be discharging each pollutant (industrial contributory flow procedure).

- B. Screening Levels. Pollutants shall not be discharged to the POTW exceeding concentrations set by the Sewer Commission. The Sewer Commission will develop screening levels as needed.

Screening levels are numerical values above which actions are initiated to evaluate, prevent or reduce adverse impacts due to flammability, chemical reactivity, organic/solids loadings, or worker health and safety.

If any of the screening levels are exceeded, repeat analysis must be performed to verify compliance or noncompliance with that screening level. If noncompliance is confirmed, then the industrial user may be required, at the discretion of the Sewer Commission, to conduct an appropriate engineering evaluation to determine the potential impact of the discharge of this pollutant to the Town=s POTW or alternatively, to develop a pollution prevention plan specifically addressing the pollutant that exceeds the screening level. This study or plan must be conducted under the supervision and approval of the Town. Should the evaluation indicate the impact to be unsatisfactory, the Industrial User shall reduce the pollutant concentration to a satisfactory level. If the evaluation supports development of an alternate site-specific limitation, then the screening level shall be adjusted and administered at a limit for the specific discharge.

- C. Special Agreements. No statement contained in this paragraph except for Article IX, Sections 1.A, 1.B, and 2 shall be construed as preventing any special agreement or arrangement between the Town and any industrial user whereby an industrial waste of unusual strength or character may be accepted by the Town for treatment provided that said agreements do not contravene any requirements of existing federal or State laws, and/or regulations promulgated thereunder, are compatible with any user charge system in effect, and do not waive applicable federal categorical pretreatment standards. Special agreement requests shall require submittal of a pollution prevention plan that specifically addresses the discharge for which a special agreement is requested. For pollutants with numerical local limits, the Town has allocated a percentage of its allowable industrial loadings for such special agreements. Requests for special agreements that exceed this allocation will not be approved.

Section 3 Town=s Right of Revision

The discharge standards and requirements set forth in Article IX Sections 1 and 2 are established for the purpose of preventing discharges to the POTW that would harm the sewers, wastewater treatment process or equipment; would have an adverse effect on the receiving stream: or would otherwise endanger lives, limb, public property, or constitute a nuisance.

To meet these objectives, the Sewer Commission may, from time to time, review and set more stringent standards or requirements than those established in Article IX Sections 1 and 2 if, in the Sewer Commissioner=s opinion, such more stringent standards or requirements are necessary. At a minimum this review will be performed at least once every five (5) years. In forming this opinion, the Sewer Commissioners may give consideration to such factors as the quantity of waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment process employed, capacity of the wastewater treatment facility, degree of treatability at

the wastewater treatment facility, pollution prevention activities, and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or wastewaters discharged to the sanitary sewer shall not be exceeded without the approval of the Sewer Commissioners.

The Sewer Commissioners shall allow affected industrial users reasonable time to comply with any changes to the local limits. The conditions and schedule for compliance shall accompany the written notification of amended local limits.

Section 4 Dilution

No user shall ever increase the use of process water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with a discharge limitation unless expressly authorized by an applicable pretreatment standard or requirement. The Sewer Commissioners may impose mass limitations on users who are using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.

Section 5 Mass-Based Limitations

Users implementing process changes may request that compliance be determined based on mass limitations in lieu of concentration limitations. Such mass-based limitations will be calculated from the permitted concentration-based limitations and flows, and shall be equivalent to or less than the mass discharge in effect at the time of the request. The intent of a mass-based limit is to encourage and allow pollution prevention and/or water conservation measures that might cause a facility to increase pollutant concentrations in its discharge even though the total mass of the pollutant discharged does not increase, and may in fact decrease. Decisions on granting requests for mass-based compliance limitations will be based on user-specific information and current operating conditions of the POTW, and will be at the discretion of the Sewer Commissioners. Implementation of mass-based limitations may not contravene any requirements of federal or state laws and/or regulations implemented thereunder, and may not waive applicable categorical pretreatment standards.

Section 6 Pretreatment Facilities

Users shall provide wastewater treatment as necessary to comply with this ordinance and shall achieve compliance with all local limits, prohibitions, and requirements set in this ordinance within the time limitations specified by EPA, the state, or the Sewer Commissioners, whichever is more stringent. All facilities required to achieve and maintain compliance shall be provided, operated, and maintained at the user=s expense. Detailed plans describing such facilities and operating procedures shall be submitted to the Sewer Commissioners for review, and shall be acceptable to the Sewer Commissioners and the DES before such facilities are constructed. The review of such plans and operating procedures shall In no way relieve the user from the responsibility of modifying such facilities as necessary to produce a discharge acceptable to the town under the provisions of this ordinance.

Section 7 Additional Pretreatment Measures

A. Whenever deemed necessary to protect the POTW and determine the user=s compliance with

the requirements of this ordinance the Sewer Commissioners may require users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage wastestreams from industrial wastestreams, and such other conditions as may be necessary.

- B. The Sewer Commissioners may require any person discharging into the POTW to install and maintain on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. An Industrial Discharge Permit may be issued solely for flow equalization.
- C. Grease, oil, and sand interceptors shall be provided at the owner's expense when, in the opinion of the Sewer Commissioners, these devices are necessary for the preliminary treatment of wastewater containing excessive amounts of grease, oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of a type and capacity approved by the Sewer Commissioners and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired regularly, as needed, by the user at their expense. The owner shall be responsible for the proper removal and disposal by appropriate means of the captured materials and shall be subject to periodic review by the Sewer Commissioners. Any removal and hauling of the collected materials shall be performed by currently licensed waste disposal firms.
- D. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter and alarm.
- E. Where pretreatment or flow equalizing facilities are provided or required for any waters or wastes, these devices shall be maintained continuously to ensure satisfactory and effective operation by the owner at his expense.

Section 8 Accidental Discharge/Slug Control Plans

At least once every two (2) years, the Sewer Commissioners shall evaluate whether each significant industrial user needs an accidental discharge/slug control plan. The Sewer Commissioners may require any user to develop, submit for approval, and implement such a plan. Alternatively, the Sewer Commissioners may develop such a plan for any user. An accidental discharge/slug control plan shall address, at a minimum, the following:

- A. Description of discharge practices, including non-routine batch discharges;
- B. Description of stored chemicals;
- C. Procedures for immediately notifying the Sewer Commissioners of any accidental or slug discharge, as required by Article IX, Section 12, Paragraph C of this ordinance; and
- D. Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response.

Section 9 Pollution Prevention Plans

In accordance with the provisions of Article IX Section 16 Paragraph C of this ordinance, the Sewer Commissioners may require any person discharging wastes into the POTW to develop and implement, at that person=s own expense, a pollution prevention plan. The Sewer Commissioners may require users to submit as part of the pollution prevention plan information that demonstrates adherence to the following elements:

A. Management Support.

For changes to be effective, the visible support of top management is required. Management=s support should be explicitly stated and include designation of a pollution prevention coordinator, goals, and time frames for reductions in volume and toxicity of wastestreams, and procedures for employee training and involvement.

B. Process Characterization.

A detailed process waste diagram shall be developed that identifies and characterizes the input of raw materials, the outflow of products, and the generation of wastes.

C. Waste Assessment.

Estimates shall be developed for the amount of wastes generated by each process. This may include establishing and maintaining waste accounting systems to track sources, the rates and dates of generation, and the presence of hazardous constituents.

D. Analysis of Waste Management Economics.

Waste management economic returns shall be determined based on the consideration of:

1. Reduced raw material purchases;
2. Avoidance of waste treatment, monitoring and disposal costs;
3. Reductions in operations and maintenance expenses;
4. Elimination of permitting fees and compliance costs; and
5. Reduced liabilities for employee/public exposure to hazardous chemicals and cleanup of waste disposal sites.

E. Development of Pollution Prevention Alternatives.

Current and past pollution prevention activities should be assessed, including estimates of the reduction in the amount and toxicity of waste achieved by the identified actions. Opportunities for pollution prevention must then be assessed for identified processes where raw materials become or generate wastes. Technical information on pollution prevention should be solicited and exchanged, both from inside the organization and out.

F. Evaluation and Implementation.

Technically and economically feasible pollution prevention opportunities shall be identified and an implementation timetable with interim and final milestones shall be developed. The recommendations that are implemented shall be periodically reviewed for effectiveness.

The review and approval of such pollution prevention plans by the town shall in no way relieve the user from the responsibilities of modifying facilities as necessary to produce a discharge acceptable to the town in accordance with the provisions of this ordinance.

Section 10 Industrial Discharge Permit Application

A. Wastewater Characterization

When requested by the Sewer Commissioners a user must submit information on the nature and characteristics of its wastewater within sixty (60) days of the request. The Sewer Commission is authorized to prepare a form for this purpose and may periodically require users to update this information.

B. Industrial Discharge Permit Requirement

1. No significant industrial user shall discharge wastewater into the POTW without first obtaining an Industrial Discharge Permit from the Sewer Commissioners, except that a significant industrial user that has filed a timely and complete application pursuant to Article IX Section 10 Paragraph D of this ordinance may continue to discharge for the time period specified therein.
2. The Sewer Commissioners may require other users to obtain Industrial Discharge Permits, or submit an application for an Industrial Discharge Permit, as necessary to execute the purposes of this ordinance.
3. Any violation of the terms and conditions of an Industrial Discharge Permit shall be deemed a violation of this ordinance and shall subject the industrial discharge permittee to the enforcement actions set out in Article IX Section 16 through 18 of this ordinance. Obtaining an Industrial Discharge Permit does not relieve a permittee of its obligation to comply with all federal, and state pretreatment standards or requirements or with any other requirements of federal, state and local law.

C. Discharge Permit Request Requirement

All industrial users must receive DES approval for any new industrial discharge, or any significant alteration in either flow or waste characteristics, in accordance with the town's NPDES permit. Such approvals shall be obtained in accordance with Article IX Section 12 Paragraph B of this ordinance.

D. Industrial Discharge Permitting: Existing Connections

Any user required to obtain an Industrial Discharge Permit who was discharging wastewater into the POTW prior to the effective date of this ordinance, and is not currently covered by a valid Industrial Discharge Permit, and who wishes to continue such discharges in the future, shall, within sixty (60) days after said date, apply to the Sewer Commissioners for an Industrial

Discharge Permit in accordance with Article IX Section 10 Paragraph G of this ordinance, and shall not cause or allow discharges to the POTW to continue after one hundred twenty (120) days of the effective date of this ordinance except in accordance with an Industrial Discharge Permit issued by the Sewer Commissioners.

E. Industrial Discharge Permitting: New Connections

Any user required to obtain an Industrial Discharge Permit who proposes to begin or recommence discharging into the POTW shall obtain an Industrial Discharge Permit prior to the beginning or recommencing of such discharge. An application for this Industrial Discharge Permit, in accordance with Article IX Section 10 Paragraph G of this ordinance, shall be filed at least ninety (90) days prior to the date upon which any discharge will begin or recommence.

F. Industrial Discharge Permitting: Categorical Standards

Within one hundred twenty (120) days subsequent to the effective date of a categorical pretreatment standard, an industrial user subject to such standards shall submit an application for an Industrial Discharge Permit amendment. The application shall contain the information noted under Article IX Section 10 Paragraph G.

G. Industrial Discharge Permit Application Contents

All users required to obtain an Industrial Discharge Permit, and other users subject to these rules, as required by the Sewer Commissioners, shall submit a permit application. The Sewer Commissioners may require all users to submit as part of an application the following information:

1. Description of activities, facilities, and production processes on the premises, including a list of all raw materials and chemicals used or stored by the facility that are, or could accidentally be, discharged to the POTW;
2. A list of all environmental permits held by or for the facility;
3. Each product produced by type, amount, process or processes, and rate of production;
4. Type and amount of raw materials processed (average and maximum per day);
5. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size, location, and elevation, and all points of discharge and sampling locations;
6. The estimated average, maximum and total daily flow for each discharge and the time and duration of discharges;
7. Copies of existing pollution prevention plans and/or a description of all known pollution prevention opportunities that may exist at the facility;
8. Notification to the town of any proposed or existing discharge of listed or characteristic hazardous waste [as required by 40 CFR 403.12.12(p)];

9. In those instances in which the industrial user provides notification the discharge of hazardous waste, the industrial user shall also provide the following certification: *I* certify that (*the company*) has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree (*the company*) has determined to be economically practicable[®];
10. An indication of whether the conditions referenced in the application are existing or proposed; and
11. Any other information as may be deemed necessary by the Sewer Commissioners to evaluate the Industrial Discharge Permit application.

Incomplete or inaccurate applications will not be processed and will be returned to the user for revision.

H. Signatories and Certification

All industrial Discharge Permit applications and user reports shall be signed by an authorized representative of the user and shall contain the following certification statement:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.[®]

I. Hauled Wastewater Permits

1. Septic tank waste may be introduced into the POTW only at locations designated by the Sewer Commissioners and at such times as are established by the Sewer Commissioners. Transport and discharge of such waste shall comply with Article X of this ordinance.
2. The Sewer Commissioners shall require generators of hauled industrial waste to obtain Industrial Discharge Permits. The Sewer Commissioners may require haulers of industrial waste to obtain Industrial Discharge Permits. The Sewer Commissioners may also prohibit the disposal of hauled industrial waste. All other requirements of this ordinance apply to the discharge of hauled industrial waste.
3. Industrial waste haulers may discharge loads only at locations designated by the Sewer Commissioners. No load may be discharged without prior consent of the Sewer Commissioners. The Sewer Commissioners may collect samples of each hauled load to ensure compliance with applicable standards. The Sewer Commissioners may require the industrial waste hauler to provide a waste analysis of any load prior to discharge.
4. Industrial waste haulers shall provide a waste-tracking form for every load. This form shall include, at a minimum, the name and address of the industrial waste hauler, permit number, truck identification, names and addresses of sources of waste, and volume and

characteristics of waste. The form shall identify the type of industry, known or suspected waste constituents and a certification that the wastes are not hazardous wastes as defined in the State=s Hazardous Waste Rules (Env-Wm 110, 211-216, 351-353, 400-1000).

Section 11 Industrial Discharge Permit Issuance Process

A. Industrial Discharge Permit Decisions

The Sewer Commissioners will evaluate the data provided by the industrial user and may require additional information. Within thirty (30) days of receipt of a complete Industrial Discharge Permit application (or ninety (90) days in the case of an application for a new or increased discharge requiring review and approval by DES), the Sewer Commissioners will determine whether or not to issue an Industrial Discharge Permit. The Sewer Commissioners may deny any application for an Industrial Discharge Permit, with just cause.

B. Industrial Discharge Permit Duration

An Industrial Discharge Permit shall be issued for a specified time period, not to exceed five (5) years [or three (3) years in the case of a significant user] from the effective date of the permit. An Industrial Discharge Permit may be issued for a period less than these intervals at the discretion of the Sewer Commissioners. Each Industrial Discharge Permit will indicate a specific date upon which it will expire.

Industrial Discharge Permits shall be terminated upon cessation of operations or transfer of business ownership, unless notification of such transfer is provided in accordance with Article IX Section 11 Paragraph F of this ordinance. All Industrial Discharge Permits issued to a particular user are void upon the issuance of a new Industrial Discharge Permit to that user.

C. Industrial Discharge Permit Contents

An Industrial Discharge Permit shall include such conditions as are deemed reasonably necessary by the Sewer Commissioners to prevent pass through or interference, protect the quality of the water body receiving the treatment facility=s effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.

Industrial Discharge Permits shall contain:

1. A statement that indicates Industrial Discharge Permit duration, which in no event shall exceed five (5) years;
2. A statement that the Industrial Discharge Permit is nontransferable without prior notification to the town in accordance with Article IX Section 11 Paragraph F of this ordinance, and provisions for providing the new owner or operator with a copy of the existing Industrial Discharge Permit;
3. Effluent limitations based on applicable pretreatment standards and requirements;
4. Self-monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of pollutants requiring pollution prevention reports and, for pollutants to be monitored, the following: sampling location, sampling

- frequency, and sample type based on this ordinance, and state and federal laws, rules and regulations;
5. For users with reporting requirements, such reports at a minimum shall require:
 - a. Periodic monitoring results indicating the nature and concentration of pollutants in the discharge from the regulated processes governed by pretreatment requirements and the average and maximum daily flow for these process units;
 - b. A statement as to whether the applicable pretreatment standards and requirements are being met on a consistent basis and, if not, then what additional operation and maintenance practices and/or pretreatment systems are necessary; and
 - c. Submittal of any monitoring results performed in addition to the requirements of the Industrial Discharge Permit using procedures prescribed in the permit.
 6. A description of identified pollution prevention opportunities at the facility;
 7. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. This schedule may not extend the time for compliance beyond that required by this ordinance, applicable state and federal laws, rules and regulations; and
 8. A statement that compliance with the Industrial Discharge Permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those that become effective during the term of the Industrial Discharge Permit.

Industrial Discharge Permits may contain, but need not be limited to, the following conditions:

9. Limitations on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization;
10. Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the POTW;
11. Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or non-routine discharges;
12. Development and implementation of pollution prevention plans to reduce the amount of pollutants discharged to the POTW;
13. The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the POTW;
14. Requirements for installation and maintenance of inspection and sampling facilities and equipment; and

15. Other conditions as deemed appropriate by the Sewer Commissioners to ensure compliance with this ordinance, and state and federal laws, rules, and regulations.

D. Industrial Discharge Permit Appeals

Any person, including the user, may petition the Sewer Commissioners to reconsider the terms of an Industrial Discharge Permit within thirty (30) days of its issuance.

1. Failure to submit a timely petition for review shall be deemed to be a waiver of the administrative appeal.
2. In its petition, the appellant user must indicate the Industrial Discharge Permit provisions objected to, the reasons for this objection, and the alternative condition, if any, it seeks to place in the Industrial Discharge Permit.
3. The effectiveness of the Industrial Discharge Permit shall not be stayed pending the appeal.
4. If the Sewer Commissioners fail to act within thirty (30) days, a request for reconsideration shall be deemed to be denied.
5. Aggrieved parties may appeal the conditions of the Industrial Discharge Permit in accordance with Article XIII(B) of this ordinance.

E. Industrial Discharge Permit Modification

The Sewer Commissioners may modify an Industrial Discharge Permit for good cause, including, but not limited to, the following reasons:

1. To incorporate any new or revised federal, state, or local pretreatment standards or requirements;
2. To address significant alterations or additions to the user=s operation, processes, or wastewater volume or character since the time of Industrial Discharge Permit issuance;
3. A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge;
4. Information indicating that the permitted discharge poses a threat to the town=s POTW, town personnel, or the water quality in the receiving waters;
5. Violation of any terms or conditions of the Industrial Discharge Permit;
6. Misrepresentations or failure to fully disclose all relevant facts in the Industrial Discharge Permit application or in any required reporting;
7. Revision of or a grant of variance from categorical pretreatment standards pursuant to 403.13;
8. To correct typographical or other errors in the Industrial Discharge Permit; or

9. To reflect a transfer of the facility ownership or operation to a new owner or operator.

F. Industrial Discharge Permit Transfer

Industrial Discharge Permits may be transferred to a new owner or operator only if the permittee provides at least sixty (60) days advance notice to the Sewer Commissioners, and the Sewer Commissioners approve the Industrial Discharge Permit transfer. The notice to the Sewer Commissioners shall include a certification by the new owner or operator that:

1. States that the new owner and/or operator has no immediate intent to change the operations and processes that generate wastewater to be discharged to the POTW;
2. Identifies the specific date on which the transfer is to occur; and
3. Acknowledges full responsibility for complying with the existing Industrial Discharge Permit.

G. Industrial Discharge Permit Reissuance

A user with an expiring Industrial Discharge Permit shall apply for reissuance of the Industrial Discharge Permit by submitting a complete permit application, in accordance with Article IX Section 10 Paragraph G of this ordinance, a minimum of sixty (60) days prior to the expiration of the user=s existing Industrial Discharge Permit. Under no circumstances shall the permittee continue to discharge without an effective permit. An expired permit will continue to be effective and enforceable until the permit is reissued if:

1. The industrial user has submitted a complete permit application at least sixty (60) days prior to the expiration date of the user=s exiting permit; and
2. The failure to reissue the permit, prior to expiration of the previous permit, it not due to negligence or failure to act on the part of the industrial user.

H. Regulation of Waste Received from Other Jurisdictions

1. If another municipality, or user located within another municipality, contributes wastewater to the POTW, the Sewer Commissioners shall enter into an intermunicipal agreement with the contributing municipality.
2. Prior to entering into an agreement required by paragraph 1 above, the Sewer Commissioners shall request the following information from the contributing municipality:
 - a. A description of the quality and volume of wastewater discharged to the POTW by the contributing municipality;
 - b. An inventory of all users located within the contributing municipality that are discharging to the POTW; and
 - c. Such other information as the Sewer Commissioners may deem necessary.
3. An inter-municipal agreement, as required by paragraph 1 above, shall contain the following conditions:

- a. A requirement for the contributing municipality to adopt a sewer use ordinance that is at least as stringent as this ordinance, and local limits that ensure that the pollutant loadings allocated to the contributing municipality are not exceeded. The requirement shall specify that such ordinance and local limits shall be revised as necessary to reflect changes made to the town=s ordinance or revisions to the loadings allocated to the contributing municipality;
 - b. A requirement for the contributing municipality to submit a revised user inventory on at least an annual basis;
 - c. A provision specifying which pretreatment implementation activities, including Industrial Discharge Permit issuance, inspection and sampling, and enforcement, will be conducted by the contributing municipality; which of these activities will be conducted by the Sewer Commissioners; and which of these activities will be conducted jointly by the contributing municipality and the Sewer Commissioners;
 - d. A requirement for the contributing municipality to provide the Sewer Commissioners with access to all information that the contributing municipality obtains as part of its pretreatment activities;
 - e. Limitations on the nature, quantity, and volume of the contributing municipality=s wastewater at the point where it discharges to the POTW;
 - f. Requirements for monitoring the contributing municipality=s discharge;
 - g. A provision ensuring the Sewer Commissioners= access to the facilities of users located within the contributing municipality=s jurisdictional boundaries for the purpose of inspection, sampling, and any other duties deemed necessary by the Sewer Commissioners; and
 - h. A provision specifying remedies available for breach of the terms contained within the agreement.
4. Inter-municipal agreements shall be subject to the requirements of RSA 53-A and subject to approval by DES and the Attorney General.

Section 12 Reporting Requirements

A. Periodic Compliance Reports

1. All significant industrial users shall, at a frequency determined by the Sewer Commissioners but in no case less than twice per year (in June and December), submit a report indicating the nature and concentration of pollutants in the discharge that are limited by pretreatment standards and the measured or estimated average and maximum daily flows for the reporting period. All periodic compliance reports shall be signed and certified in Accordance with Article IX Section 10 Paragraph H of this ordinance.
2. All wastewater samples must be representative of the user=s discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and

maintained in good working order at all times. The failure of a user to maintain its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharge.

3. If a user subject to the reporting requirement in this section monitors any pollutant more frequently than required by the Sewer Commissioners, using the procedures prescribed in Article IX Sections 12 H & I of this ordinance, the results of this monitoring shall be included in the report.

B. Reports of Changed Conditions

Each industrial user shall notify the Sewer Commissioners of any planned significant changes to the user=s operations or systems that might alter the nature, quality, or volume of its wastewater at least ninety (90) days before the change.

1. The Sewer Commissioners may require the user to submit such information as may be deemed necessary to evaluate the changed condition, including the submittal of an Industrial Discharge Permit application under Article IX Section 11 Paragraph C of this ordinance.
2. Upon approval of the request by the town, a Discharge Permit Request will be submitted by the town to DES on behalf of the user. All applicable DES review fees shall be provided by the user.
3. Upon approval of the Discharge Permit Request by the WSPCD, the Sewer Commissioners may issue an Industrial Discharge Permit under Article IX Section 11 Paragraph A of this ordinance or modify an existing Industrial Discharge Permit under Article IX Section 11 Paragraph E of this ordinance in response to changed conditions or anticipated changed conditions.

C. Reports of Slug/Potentially Adverse Discharges

1. In the case of any discharge, including but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary batch discharge, or a slug load, that may cause adverse impacts to the POTW, the user shall immediately telephone and notify the Sewer Commissioners of the incident. This notification shall include identifying the location of the discharge, type of waste, concentration and volume, if known, and corrective actions conducted by the user.
2. Within five (5) days following discharge, the user shall, unless waived by the Sewer Commissioners, submit a detailed written report describing the cause(s) of the discharge and the measures to be conducted by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability that may be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability that may be imposed pursuant to this ordinance.
3. A notice shall be permanently posted on the user=s employee bulletin board or other prominent place advising employees whom to call in the event of a discharge described in paragraph 1 above. Employers shall ensure that all employees who may cause such a

discharge to occur or who may be present when a discharge occurs are advised of the emergency notification procedure.

D. Reports from Unpermitted Users

All users not required to obtain an Industrial Discharge Permit shall provide appropriate reports to the Sewer Commissioners as the Sewer Commissioners may require.

E. Notice of Violation/Repeat Sampling and Reporting

If the results of sampling performed by a user indicate a violation, the user shall notify the Sewer Commissioners within twenty four (24) hours of becoming aware of the violation. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Sewer Commissioners within thirty (30) days subsequent to becoming aware of the violation. The user is not required to re-sample if the Sewer Commissioners monitors at the user's facility at least once a month, or if the Sewer Commissioners samples between the user's initial sampling and when the user receives the results of this sampling.

F. Notification of the Discharge of Hazardous Waste

1. Any user who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Commissioner, and DES, in writing, of any discharge into the POTW of a substance that, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EPA hazardous waste number, and the type of discharge (continuous, batch, or other). If the user discharges in excess of one hundred (100) kilograms of such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the user: an identification of the hazardous constituents contained in the wastes, an estimation of the mass and concentration of such constituents in the wastestream expected to be discharged during the following twelve (12) months. All notification shall occur no later than one hundred and eight (180) days after the discharge commences. Any notification under this paragraph shall be submitted only once for each hazardous waste discharged. However, notifications of changed conditions shall be submitted under Article IX Section 12 Paragraph B of this ordinance. The notification requirement in this section does not apply to pollutants already reported by users subject to categorical pretreatment standards.

2. Dischargers are exempt from the requirements of paragraph 1 above, during a calendar month in which they discharge no more than fifteen (15) kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e). Discharge of more than fifteen (15) kilograms of non-acute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e), requires a one-time notification. Subsequent months during which the user discharges more than such quantities of any hazardous wastes do not require additional notification.

3. In the case of any new regulations under Section 3001 of the federal Resource Conservation

and Recovery Act (RCRA) identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous waste, the user shall notify the Sewer Commissioners, the EPA Regional Waste Management Division Commissioner, and DES of the discharge of such substance within ninety (90) day of the effective date of such regulations.

4. In the case of any notification made under this section, the user shall certify that it has implemented a Pollution Prevention Plan as described in Article IX Section 9 of this ordinance to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically and technologically practicable.
5. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by this ordinance, a permit issued thereunder, or any applicable federal and state laws, rules and regulating.

G. Pollution Prevention Reports

Permitted industrial users discharging pollutants on the local limits or pollution prevention action lists at concentrations greater than background levels, shall report annually on pollution prevention activities undertaken to reduce or minimize the generation of wastes containing these pollutants. The town may publicize these efforts in the annual notification provided for in Section 15 of this Article.

H. Analytical Requirements

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques in 40 CFR Part 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for the pollutant in question, sampling and analyses shall be performed in accordance with procedures approved by the town.

I. Sample Collection

1. Except as indicated in Paragraph 2, below, the user shall collect wastewater samples using flow proportional composite collection techniques. In the event flow proportional sampling is infeasible, the Sewer Commissioners may authorize the use of time proportional sampling or a minimum of four (4) grab samples where the user demonstrates that this will provide a representative sample of the effluent being discharged. In addition, grab samples may be required to demonstrate compliance with instantaneous discharge limitations (e.g., screening levels established to protect worker health and safety). A single grab sample may also be used in place of a composite sample with approval of the Sewer Commissioners when:
 - a. The effluent is not discharged on a continuous basis (i.e., batch discharges of short duration), and only when the batch exhibits homogeneous characteristics (i.e., completely mixed) and the pollutant can be safely assumed to be uniformly dispersed;
 - b. Sampling a facility where a statistical relationship can be established between previous grab samples and composite date; and

c. The waste conditions are relatively constant (i.e., are completely mixed and homogeneous) over the period of the discharge.

2. Samples for temperature, pH, phenols, sulfides, and volatile organic compounds shall be obtained using grab collection techniques.

J. Timing

Written reports will be deemed to have been submitted on the date postmarked. For reports that are not mailed, the date of receipt of the report by the person designated in the Industrial Discharge Permit shall govern.

K. Record Keeping

Users subject to the reporting requirements of this ordinance shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by this ordinance and any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements. Records shall include the date, exact location, method, and time of sampling, and the name of the person(s) obtaining the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the user or the town or where the user has been specifically notified of a longer retention period by the Sewer Commissioners. Before destroying the records, the industrial user shall request and receive permission from the town.

Section 13 Powers and Authorities of Inspectors

A. Compliance Monitoring

The town shall investigate instances of noncompliance with the industrial pretreatment standards and requirements.

The town shall, as necessary, sample and analyze the wastewater discharges of contributing users and conduct surveillance and inspection activities to identify, independently of information supplied by such users, occasional and continuing noncompliance with industrial pretreatment standards. Each user will be billed directly for costs incurred for analysis of its wastewater.

B. Right of Entry: Inspection and Sampling

All industrial and commercial users discharging to the town's POTW shall allow unrestricted access by town, state and EPA personnel (An Inspector(s)@) for the purpose of determining whether the user is complying with all requirements of this ordinance, and any Industrial Discharge Permit or order issued hereunder. Users shall allow the Inspector(s) ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

1. If a user has security measures in force that require proper identification and clearance

- before entry into its premises, the user shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the Inspector(s) will be permitted to enter without delay for the purposes of performing specific responsibilities.
2. The Inspector(s) shall have the right to set up on the user=s property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user=s operations.
 3. The Inspector(s) may require the user to install monitoring equipment as necessary. The facility=s sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its own expense. All devices used to measure wastewater flow and quality shall be calibrated at least annually to ensure accuracy.
 4. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the user at the written or verbal request of the Inspector(s) and shall not be replaced. The costs of clearing such access shall be borne by the user.
 5. Unreasonable delays in allowing the Inspector(s) access to the user=s premises shall be a violation of this ordinance.
 6. The Inspector(s) is authorized to obtain information concerning industrial processes that have a bearing on the kind or source of discharge to the public sewer. The industrial user may request that the information in question not be disclosed to the public in accordance with Section 14 of this Article. The information in question shall be made available upon written request to governmental agencies for uses related to this ordinance, the NPDES permit, or the pretreatment program. The burden of proof that information should be held confidential rests with the user. However, information regarding wastewater discharge by the user (flow, constituents, concentrations, and characteristics) shall be available to the public without restriction.
 7. While performing the necessary work on private properties referred to in this Section, the Inspector(s) shall observe all safety rules applicable to the premises established by the user. The user shall be held harmless for injury or death of the Inspector(s), and the town shall indemnify the user against loss or damage of its property to town employees and against liability claims and demands for personal injury to property damage asserted against the user and growing out of the monitoring activities, except as such may be caused by negligence or failure of the user to maintain safe conditions.
 8. The Inspector(s) shall be permitted to enter all private properties through which the town holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the POTW lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.
 9. The Sewer Commissioners and other duly authorized employees of the town bearing proper credentials and identification shall inspect the premises of any consumer for leakage or other wastes of metered water upon request of the consumer. Such a request may be required in writing by the town. The town shall not be held liable for any condition that may

prevail or exist that is discovered by inspection of the town.

C. Search Warrants

If the town has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the town designed to verify compliance with this ordinance or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the Sewer Commissioners may seek issuance of a search warrant from the Henniker District Court.

Section 14 Confidential Information/Public Participation

A. Confidential Information

Information and data on a user obtained from reports, surveys, Industrial Discharge Permit Applications, Industrial Discharge Permits, and monitoring programs, and from the Sewer Commissioners= inspection and sampling activities, shall be available to the public without restriction, unless the user specifically requests, and is able to demonstrate to the satisfaction of the Sewer Commissioners, that the release of such information would divulge information, processes, or methods of production entitled to protection as trade secrets under applicable state law. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the user furnishing a report that such information should be held confidential, the portions of a report that might disclose trade secrets or secret process shall not be made available for inspection by the public, but shall be made available immediately upon request of governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person providing the report. Wastewater constituents and characteristics and other effluent data as defined by 40 CFR 2.302 will not be recognized as confidential information and will be available to the public without restriction.

B. Public Participation

The town shall comply with the public participation requirements of 40 CFR Part 25 in the enforcement of industrial pretreatment standards and requirements.

Section 15 Publication of Pollution Prevention Achievements

The Sewer Commissioners shall publish annually, in the largest daily newspaper circulated in the town, a list of users whom during the previous twelve (12) months, demonstrated a commitment to reducing the volume and toxicity of waste discharges. All pollution prevention efforts, not just those that affect wastewater discharges, are subject to recognition. The following criteria will be used to identify published users:

- X Innovative ideas the facility has used to implement process changes that eliminate or reduce the volume or toxicity of waste generated;
- X The percentage of the facility=s process water reused within the system or process;
- X The percentage of the facility=s potential waste reused within the system or process;

- X Implementation of employee pollution prevention training and communications programs;
- X Voluntary performance of pollution audits;
- X Spill control procedures/devices (e.g., secondary containment) the facility implements to prevent accidental chemical spills from entering the sewer system; and
- X The environmental and/or economic benefits or successes derived from implementing pollution prevention methods.

The intent of the publication is to notify local consumers of the environmental responsiveness of local businesses, and to encourage industrial users to identify and implement opportunities for preventing pollution. As part of this publication, the town shall provide an evaluation of the impact of these changes to the POTW, and to summarize the current status of pollutant loadings to the POTW and goals established by the POTW for pollution prevention efforts.

Section 16 Administrative Enforcement Remedies

A. Notification of Violation

When the Sewer Commissioners determine that a user has violated, or continues to violate, any provision of this ordinance, an Industrial Discharge Permit or order issued hereunder, or any other pretreatment standard or requirement, the Sewer Commissioners may serve a verbal or written Notice of Violation to the user. Within the time period specified in the violation notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the user to the Sewer Commissioners. Submittal of this plan in no way relieves the user of liability for any violations occurring before or subsequent to receipt of the Notice of Violation. Nothing in this section shall limit the authority of the Sewer Commissioners to take any action, including emergency action or any other enforcement action, without initially issuing a Notice of Violation.

B. Compliance Schedule Development

The Sewer Commissioners may require any user that has violated or continues to violate any provision of this ordinance, an Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, to develop a compliance schedule. A compliance schedule pursuant to this section shall comply with the following conditions;

1. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards including, but not limited to, retaining an engineer, completing preliminary and final design plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation;
2. No increment referred to above shall exceed nine (9) months;
3. The user shall submit a progress report to the Sewer Commissioners no later than fourteen (14) days following each date in the schedule and the final date of compliance which identifies as a minimum, whether or not it complied with the increment of programs, the reason for any delay, and, if appropriate, the action being taken by the user to return to the established schedule; and

4. In no event shall more than nine (9) months elapse between such progress reports to the Sewer Commissioners.

C. Pollution Prevention Plan Development

The Sewer Commissioners may require any user that has violated or continues to violate any provision of this ordinance, an Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, to develop a pollution prevention plan in accordance with Article IX Section 9 of this ordinance. The pollution prevention plan must specifically address violation(s) for which this action was undertaken. The pollution prevention plan shall be developed using good engineering judgment and shall be submitted to the Sewer Commissioners no later than sixty (60) days after the user was notified of this requirement.

D. Publication of Users in Significant Noncompliance

The Sewer Commissioners shall publish annually, in the largest daily newspaper circulated in the town where the POTW is located, a list of the users that, during the previous twelve (12) months, were in significant noncompliance with applicable pretreatment standards and requirements.

E. Show Cause Orders

The Sewer Commissioners may order a user that has violated, or continues to violate, any provision of this ordinance, an Industrial Discharge Permit or order issued hereunder, or any other pretreatment standard or requirement, to appear before the Sewer Commissioners and show cause why the proposed enforcement action should not be taken. Notice shall be served to the user specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the user show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days prior to the hearing. Such notice may be served on any authorized representative of the user. A show cause hearing shall not be a bar against, or prerequisite for, executing any other action against the user.

F. Cease and Desist Orders

When the Sewer Commissioners determine that a user has violated, or continues to violate, any provision of this ordinance, an Industrial Discharge Permit or order issued hereunder, or any other pretreatment standard or requirement, or that the user=s past violations are likely to recur, the Sewer Commissioners may issue an order to the user directing it to cease and desist all such violations and directing the user to:

1. Immediately comply with all requirements; and
2. Implement such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the discharge.

Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any

other action against the user.

G. Consent Orders

The Sewer Commissioners are hereby empowered to enter into Consent Orders, assurances of voluntary compliance, or other similar documents establishing an agreement with any user responsible for noncompliance. Such orders shall include specific action to be taken by the user to correct the noncompliance within a time period also specified by the order. Orders may also contain such other requirements as might be reasonably necessary and appropriate to address the noncompliance, including the installation of pretreatment systems, additional self-monitoring, and management practices. Such orders shall have the same force and effect as administrative orders issued pursuant to Article IX Section 16 Paragraphs E & F of this ordinance and shall be judicially enforceable.

H. Industrial Discharge Permit Termination

Any industrial user who violates the following conditions of this ordinance or a wastewater discharge permit or order, or any applicable state or federal law, is subject to permit termination:

1. Violation of permit conditions;
2. Failure to accurately report the wastewater constituents and characteristics of its discharge;
3. Failure to report significant changes in operations or wastewater constituents and characteristics; or
4. Refusal of reasonable access to the user=s premises for the purpose of inspection, monitoring, or sampling.

Such user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Article IX Section 16 Paragraph E of this ordinance why the proposed action should not be taken. Exercise of this option by the Sewer Commissioners shall not be a bar to, or a prerequisite for, taking any other action against the user.

I. Termination of Discharge

In addition to the provisions in Article IX Section 16 Paragraph H of this ordinance, any user who violates the following conditions is subject to termination:

1. Violation of Industrial Discharge Permit conditions;
2. Failure to accurately report the wastewater constituents and characteristics of its discharge;
3. Failure to report significant changes in operations or wastewater volume, constituents, and characteristics prior to discharge;
4. Refusal of reasonable access to the user=s premises for the purpose of inspection, monitoring, or sampling; or

5. Violation of the pretreatment standards in Article IX Section 1 & 2 of this ordinance.

Such user will be notified of the proposed termination of its discharge and be offered an opportunity to show cause under Article IX Section 16 Paragraph E of this ordinance why the proposed action should not be taken. Exercise of this option by the Sewer Commissioners shall not be a bar to, or a prerequisite for, taking any other action against the user.

J. Emergency Suspensions

The Sewer Commissioners may immediately suspend a user=s discharge, subsequent to informal notice to the user, whenever such suspension is necessary to terminate an actual or threatened discharge that reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of POTW personnel or the public. The Sewer Commissioners may also immediately suspend a user=s discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or that presents, or may present, an endangerment to the environment.

1. Any user notified of a suspension of its discharge shall immediately terminate or eliminate its wastewater discharge. In the event of a user=s failure to immediately comply with the suspension order, the Sewer Commissioners may implement such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its receiving stream, or endangerment to any individuals. The Sewer Commissioners may allow the user to recommence its discharge when the user has demonstrated to the satisfaction of the Sewer Commissioners that the period of endangerment has passed, unless the termination proceedings in Article IX Section 16 Paragraph H & I of this ordinance are initiated against the user.
2. A user that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful contribution and the measures implemented to prevent any future occurrence, to the Sewer Commissioners prior to the date of any show cause or termination hearing under Article IX Section 16 Paragraphs E, H & I of this ordinance.

Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this section.

K. Recovery of Expenses

Any person or industrial user violating any of the provisions of this ordinance shall be liable to the town for any expense, loss, or damage occasioned by the town by reason of such violation. If the Sewer Commissioners or town shall have caused the disconnection of a drain from a public sewer, the town may collect the expenses associated with completing the disconnection from any person or user responsible for, or willfully concerned in, or who profited by such violation. The town may thereafter refuse to permit the restoration of the former connection or of any new connection to the property concerned in the violation until the claim of the town for the cost of completing such disconnection shall have been paid in full plus interest and the reasonable cost of any legal expenses incurred by the town in connection therewith.

L. Harm to Town Property

No person shall maliciously, willfully, or negligently damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment that is part of the public sewage system. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct pursuant to the local ordinances, and shall also be subject to penalties under state and federal statutes.

Section 17 Judicial Enforcement Remedies

A. Injunctive Relief

When the town determines that a user has violated, or continues to violate, any provision of this ordinance, an Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, the town may petition the Merrimack County Superior Court through the town's attorney for the issuance of a temporary or permanent injunction, as appropriate, that restrains or compels the specific performance of the Industrial Discharge Permit, order, or other requirement imposed by this ordinance on activities of the user. The town may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the user to conduct environmental remediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, implementing any other action against a user.

B. Civil Penalties

1. A user who has violated, or continues to violate, any provision of this ordinance, an Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement shall be liable to the town for a maximum civil penalty of \$10,000 per violation, per day, plus actual damages incurred by the POTW. In the case of a monthly or other long-term average discharge limit, penalties shall occur for each day during the period of the violation.
2. The town may recover reasonable attorney's fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the town. The town shall petition the court to impose, assess, and recover such sums.
3. In determining the amount of civil liability, the court shall consider all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the user's violation, corrective actions by the user, the compliance history of the user, and any other factor as justice requires.
4. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, implementing any other action against a user.
5. The town shall give notice of the alleged violation to the NHDES within ten (10) days of commencement of any action under this section.

C. Criminal Prosecution

Any person or industrial user who willfully or negligently violates any provision of this ordinance or any orders or permits issued hereunder shall, upon conviction, be guilty of a violation, punishable by a fine not to exceed \$1,000.00 for each violation. Every separate provision

violated shall constitute a separate violation. Everyday that a violation occurs shall be deemed a separate violation. Ref. RSA 47:17,I, RSA 149-I:6, RSA 31:39, III.

D. Nonexclusive Remedies

The remedies provided for in this ordinance are not exclusive. The town may take any, all, or any combination of these actions against a non-compliant user. Enforcement of pretreatment violations will generally be in accordance with the town=s enforcement response plan. However, the town may pursue other action against any user without limitation including *ex parte* temporary judicial relief to prevent a violation of this ordinance. Further, the town is empowered to pursue more than one enforcement action against any non-compliant user.

Section 18 Supplemental Enforcement Action

A. Performance Bonds

The Sewer Commissioners may decline to issue or reissue an Industrial Discharge Permit to any user who has failed to comply with any provision of this ordinance, a previous Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, unless such user first files a satisfactory bond, payable to the town, in a sum not to exceed a value determined by the Sewer Commissioners to be necessary to achieve consistent compliance.

B. Liability Insurance

The Sewer Commissioners may decline to issue or reissue an Industrial Discharge Permit to any user who has failed to comply with any provision of this ordinance, a previous Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, unless the user first submits proof that it has obtained financial assurances sufficient to restore or repair damage to the POTW caused by its discharge.

C. Water Supply Severance

Whenever a user has violated or continues to violate any provision of this ordinance, a previous Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, water service to the user may be severed. Service will only recommence, at the user=s expense, subsequent to satisfactory demonstration of its ability to comply.

D. Public Nuisances

A violation of any provision of this ordinance, a previous Industrial Discharge Permit, or order issued hereunder, or any other pretreatment standard or requirement, is hereby declared a public nuisance and shall be corrected or abated as directed by the Sewer Commissioners. Any person(s) creating a public nuisance shall be subject to the provisions of the town Code Article IV Section 402 governing such nuisances, including reimbursing the town for any costs incurred in removing, abating, or remedying said nuisance.

E. Contractor Listing

Users that have not achieved compliance with applicable pretreatment standards and

requirements are not eligible to receive a contractual award for the sale of goods or services to the town. Existing contracts for the sale of goods or services to the town held by a user found to be in significant noncompliance with pretreatment standards or requirements may be terminated at the discretion of the Sewer Commissioners.

Section 19 Affirmative Defenses to Discharge Violations

A. Upset

1. For the purposes of this section, upset means an exceptional incident in which there is unintentional and temporary noncompliance with pretreatment standards due to factors beyond the reasonable control of the user. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation.
2. An upset shall constitute an affirmative defense to an action brought for noncompliance with pretreatment standards if the requirements of paragraph 3, below, are met.
3. A user who intends to establish the affirmative defense of upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - a. An upset occurred and the user can identify the cause(s) of the upset;
 - b. At the time of the upset, the facility was operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
 - c. The user has submitted the following information to the Sewer Commissioners within twenty-four (24) hours of becoming aware of the upset (if this information is provided orally, a written submission must be provided within five (5) days):
 - i. A description of the discharge and cause of noncompliance;
 - ii. The period of noncompliance, including exact dates and times or, if not corrected, the amount of time the noncompliance is expected to continue; and
 - iii. Action being implemented and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
4. In any enforcement proceeding, the user seeking to establish the occurrence of an upset shall have the burden of proof.
5. Users will have the opportunity for a judicial determination on any claim of upset only in an enforcement action brought for noncompliance with pretreatment standards.
6. Users shall control all discharges to the extent necessary to maintain compliance with pretreatment standards upon reduction, loss, or failure of its treatment facility until the facility is restored or an alternative method of treatment is provided. This requirement applies in the situation where, among other things, the primary source of power of the treatment facility is reduced, lost or fails.

B. Prohibited Discharge Standards

A user shall have an affirmative defense to an enforcement action brought against it for noncompliance with the general prohibitions in Article IX Section 1(A) of this ordinance or the specific prohibitions in Article IX Section 1 (B) of this ordinance if it can prove that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause pass through or interference and that either:

1. A local limit exists for each pollutant discharged and the user was in compliance with each limit directly prior to, and during, the pass through or interference; or
2. No local limit exists, but the discharge did not change substantially in nature or constituents from the user's prior discharge when the town was regularly in compliance with its NPDES permit, and in the case of interference, was in compliance with applicable sludge use or disposal requirements.

C. Bypass

1. For the purposes of this section:

- a. Bypass means the intentional diversion of wastestreams from any portion of a user's treatment facility.
- b. Severe property damage means substantial physical damage to property, damage to the treatment facilities that causes them to become inoperable, or substantial and permanent loss of natural resources that can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

2. A user may allow any bypass to occur that does not cause pretreatment standards or requirements to be violated, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provision of paragraphs 3 and 4 of this section.

3. a. If a user knows in advance of the need for a bypass, it shall submit prior notice to the Sewer Commissioners at least ten (10) days before the date of the bypass, if possible.

b. A user shall submit oral notice to the Sewer Commissioners of an unanticipated bypass that exceeds applicable pretreatment standards within twenty four (24) hours from the time it becomes aware of the bypass. A written submission shall also be provided within five (5) days of the time the user becomes aware of the bypass. The written submission shall contain a description of the bypass and its cause; the duration of the bypass, including exact dates and times, and, if the bypass has not be corrected, the amount of time it is expected to continue; and the steps implemented or planned to reduce, eliminate, and prevent reoccurrence of the bypass. The Sewer Commissioners may waive the written report on a case-by-case basis if the oral report has been received within twenty four (24) hours.

4. a. Bypass is prohibited, and the Sewer Commissioners may initiate enforcement action against a user for a bypass, unless:

- i. Bypass was required to prevent loss of life, personal injury, or severe property damage;
 - ii. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering judgement to prevent a bypass that occurred during normal periods of equipment downtime or preventive maintenance; and
 - iii. The user submitted notices as required under paragraph 3 of this section.
- b. The Sewer Commissioners may approve an anticipated bypass, subsequent to considering its adverse effects, if the Sewer Commissioners determine that it will meet the three conditions listed in paragraph (4)(a) of this section.

Article X Holding Tank Waste

The discharge of holding tank wastewater shall be subject to the following conditions:

Section 1. Domestic Septage.

Any person who wishes to discharge septage from a domestic source at the town=s wastewater treatment facility must conform to the following requirements:

- A. The hauler must be registered with the town;
- B. Septage will be accepted only from the Town of Henniker, with exceptions made, dependent upon operating conditions of the treatment plant, as determined by the superintendent or chief operator of the treatment plant;
- C. Haulers shall discharge the wastes only at locations authorized by the superintendent or chief operator of the POTW;
- D. Haulers shall be responsible to see that septage does not leak onto the ground at or near the discharge point and that all bar racks are raked and exposed areas are washed to remove traces of septage where odors might develop;
- E. The fee for discharging septage shall be set by the Sewer Commissioners. This fee will be revised as needed to cover the town=s cost to treat the septage;
- F. A Septage Disposal Permit shall be filled out for every load of septage discharged into the POTW prior to actual discharge of the wastes.

Section 2 Commercial and Industrial Holding Tank Wastewater

- A. Any person proposing to discharge commercial or industrial holding tank wastewater at the town=s POTW shall apply to the Sewer Commissioners for permission. This request shall include the following information:

1. Name and address of the person proposing to discharge holding tank wastes;
 2. Location of holding tank;
 3. Description of the activities at the site of the holding tank, (i.e. manufacturing restaurant, laundry etc.);
 4. Volume of the holding tank, the requested volume to be discharged and the anticipated frequency of the discharge;
 5. Wastewater constituents and characteristics that will permit a thorough evaluation of this request.
- B. The Sewer Commissioners will evaluate the data submitted and may require additional information. After evaluation and acceptance of the data furnished, the Sewer Commissioners may:
1. Grant permission to discharge the wastewater as requested;
 2. Grant permission to discharge the wastewater with conditions;
 3. Refuse the request.
- C. If the Sewer Commissioners accept the wastewater for disposal, a price for treatment will be established on the constituents, strength, and volume of the wastewater.

Section 3 Interference

The superintendent retains the right to discontinue any or all holding tank discharges if such materials interfere with the satisfactory operation of the POTW.

Article XI Severability

If any provision, paragraph, word, section or article of this ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

Article XII Validity

- A. All ordinances or parts of ordinances in conflict herewith are hereby repealed.
- B. The validity of any section, clause, sentence or provision of this ordinance shall not affect the validity of any other part of this ordinance that can be given effect without such invalid part or parts.

Article XIII Interpretation of Requirements

A. Interpretation

The provisions of this ordinance with respect to the meaning of technical terms and phrases,

the classification of different types of sewers, the regulations with respect to making connections to sewers or drains, and other technical matters shall be interpreted and administered by the Sewer Commissioners acting in and for the town of Henniker, New Hampshire.

B. Appeals

Any party aggrieved by any decision, regulation or provision under this ordinance, as amended, from time to time, shall have the right of appeal within thirty (30) calendar days of said decision to the Sewer Commissioners, who shall issue a decision within thirty (30) calendar days. If said appeal is denied by the Sewer Commissioners, then the aggrieved party shall have the right to appeal to the Merrimack County Superior Court for equitable relief, provided that said appeal is entered within thirty (30) calendar days from the issuance of the decision of the Sewer Commissioners.

Article XIV Amendments

The Sewer Commission reserves the right to change or modify this ordinance in whole or in part, as deemed necessary.

Article XV Effective Date

This ordinance shall be in full force and effect immediately following its passage, approval, and publication, as provided by law.

Duly enacted and ordained this 15th day of May 2001 by the Sewer Commissioners of the Town of Henniker in Merrimack County, State of New Hampshire, at a duly noticed and duly held session of the said Sewer Commissioners.

Henniker, New Hampshire

By

APPENDIX A**Fee Schedule**

Description	Fee
1. Permit for residential or commercial user discharging domestic sewage only	\$300.00
2. Permit for industrial users	
a. Significant	\$600.00
b. Minor	\$400.00
c. Insignificant	\$300.00
3. Domestic septage disposal	
a. Henniker septage	\$50/1000 gal.
b. Out of town septage	\$60/1000 gal.
4. Commercial and industrial holding tank wastes	As negotiated
5. Recreational vehicle holding tank wastes	
a. Henniker sewer users	No charge
b. All others	\$15.00
6. Costs of setting up and operating the pretreatment program	As negotiated
7. Industrial monitoring, inspection, and surveillance	As negotiated
8. Review of accidental discharge procedures and construction	As negotiated
9. Charges for filing appeals	\$25.00
10. Costs for consistent removal (by the town) of pollutants otherwise subject to Federal Pretreatment Standards	as negotiated

APPENDIX B

TRENCH PERMIT AND LICENSING REQUIREMENTS

PERMIT #: _____

DATE: _____

A. TRENCH PERMIT

1. In accordance with the provisions of Chapter 236, Section 9-12, of the NH Revised Statutes Annotated, and amendments thereto, permission is requested to disturb the:

in the Town of Henniker for the purpose of: _____

Location:

[Please attach a sketch showing location of trench]

2. I/we

_____ *[name and address]*

agree to conform to the following provisions, instructions, and regulations in processing the work under this request and to any additional instructions issued by the Town of Henniker during the process of the work.

3. In areas where the pavement is to be excavated it shall be neatly and uniformly cut with square edges by machine at each side of all trenches. Every precaution shall be used to prevent undermining the remaining pavement, utilizing shoring procedures as required to prevent cave-in and to protect the remaining pavement. It is recommended that all trenching conform to OSHA regulations. Any undermined areas that inadvertently develop shall have the projecting pavement cut square and removed. Excavation and handling of material shall be performed in a manner which will minimize disturbance beyond the trench limits. Any blasting shall be performed only by a blasting technician licensed by the State of New Hampshire. Necessary arrangements shall be made by the requesting party for coordination of protecting overhead wires.

4. All other excavation shall be performed in a manner which will produce the minimum possible safe width of disturbed area. Sheeting shall be used as required to prevent cave-in.

5. Within the paved areas (as described in NH Department of Transportation Standard Specifications), material equal to the existing gravel course shall be placed in layers not exceeding twelve (12) inches loose depth and thoroughly compacted. A minimum of twelve (12) inches of one and a half (1.5) inch crushed bank run gravel will be placed immediately below pavement. An approved bituminous material shall be placed and carefully graded and rolled to the adjacent pavement grade.

6. In other areas the present surface type shall be restored by placing similar material on top of trench to a depth equal to that existing before excavation. Any existing grass land additionally shall be fertilized and re-seeded with like vegetation that must grow and flourish. Any asphalt or concrete sidewalk shall have surfaces of equal depth, kind and quality placed.

7. Maximum length of trench to be open at one time shall be not more than _____ feet and not more than _____ feet left open at night.

8. Suitable unrestricted ingress and egress to properties abutting the highway shall be maintained at all times. Two-way traffic on nights, weekends and holidays shall be maintained at all times. Sidewalk traffic shall be provided for by means of an alternate protected route if sidewalk is blocked due to work being done.

9. Traffic must be maintained during the performance of the work. Any detours must be planned and agreed to by the Town of Henniker. Work zones shall be protected by suitable barricades, standard warning and advance warning signs, flags during the day, and proper lighting at night, as described in the Manual for Uniform Traffic Control Devices. Uniformed special traffic officers or flag persons shall be provided whenever two-way traffic cannot be maintained, and at the request of the Chief of Police, during any time that he/she deems them necessary for the protection of the public.

NOTE: Every effort should be made to route diverted traffic with well-marked lanes. Qualifications of flag persons may be required by the Chief of Police. Should a uniformed police officer be required for traffic control, arrangements must be made through the Chief of Police. All signs shall be kept in good repair at all times. (See Traffic Course Sheet attached.)

All work zone and traffic control zone plans must be approved by the Town of Henniker prior to work starting. They must be adhered to or all work will cease as public safety is of prime importance and takes precedence.

NOTE: Any repairs, replacements or corrections to traffic control zones required for public safety will be made by the Town of Henniker at a cost to the applicant of 125% for materials, labor, and any and all other costs incurred by the Town of Henniker. Work will not continue until payment has been received in full and accepted by the Town of Henniker, or unless allowed to proceed for safety reasons by the Board of Selectmen.

10. During weekends, holidays and non-work days, and during the hours the job is inactive, a standby crew shall be available in case they are needed as agreed after review with the Town of Henniker for the protection and maintenance of traffic. One or more telephone numbers which will reach the standby crew shall be furnished to the following people:

- § Chief of Police
- § Highway Superintendent
- § Fire Chief

11. Any future surface distortion along the trench lines, due to settlement or other causes attributable to the construction shall be corrected as required during the period of three (3) years following the acceptance of the project by the Owners, based upon a mutually agreed upon record of the road system disturbance (photos, measurements, etc.).

12. I/we, the contractor/owner, agree to save harmless the Town of Henniker from any and all claims arising from the construction of the work, or from trench settlement or other deficiencies of the construction attributable to the said construction for a period of three (3) years following the acceptance of the project by the owners.

13. I/we, the contractor, agree to assume such additional cost as the Town of Henniker may incur by reason of failure to perform this work in the manner prescribed above and in accordance with said plans and specifications, and are familiar with the penalty imposed by NH R.S.A. Chapter 236, Section 14, and amendments thereto.

14. Said permission may be conditioned upon the filing with the Selectmen of a Performance Bond or acceptable surety to secure the repair of said roads, streets or highways damaged as a result of said operations in any amount and surety sufficient to cover the estimated costs of repairs as determined by the Town of Henniker. Said bond shall be approved by the Town and conditioned upon the completion and guarantee of said repairs within a period specified by the Selectmen and expressed in said bond.

15. I/we, the contractor/owner, agree to save harmless the Town of Henniker from any and all claims arising from the construction of said _____ and its appurtenances. A certificate of insurance shall be provided to the Town of Henniker. It must be in full force throughout work scheduled and must name the Town of Henniker as an additional insured party for any claims that may arise from the work/actions resulting from the area covered by this permit.

16. Permission for the above-described construction is granted, subject to the instructions, regulations, conditions and agreements above. It is void and to no effect pending filing of said Surety Bond with the Selectmen of Henniker.

17. In case of an emergency that requires excavation of any street or sidewalk in town, the following must be notified: Henniker Police, Fire Department, Highway Department, Cogswell Spring Water Works, Wastewater Treatment Plant, and Dig Safe. The following business day a complete Trench Permit must be filled out and all of the conditions must be met.

18. WORK TO BEGIN: _____

WORK TO END: _____

19. Dig Safe Approval No.: _____ Date: _____

20. Certificate of Insurance to be provided before work begins. The Town of Henniker is to be named as an additional insured for each location as it applies to this project.

COMPANY AFFORDING COVERAGE:

B. LICENSING REQUIREMENTS

In accordance with the provisions of NH R.S.A. Chapter 231, Sections 160-182, and amendments thereto, any person, co-partnership or corporation desiring to erect or install any telegraph, television, telephone, electric, light and electric power poles and structures, and underground or pole supported conduits and cables, must also obtain a license from the Henniker Board of Selectmen.

THE FOLLOWING TOWN OFFICIALS MUST BE NOTIFIED NOT LESS THAN FIVE (5) WORKING DAYS BEFORE CONSTRUCTION BEGINS:

PERMIT HOLDER:

Address: _____

Date: _____

Signature: _____

1. Highway Superintendent _____
Tel: 428-7200 *signature*

2. Cogswell Spring Water Works _____
Superintendent *signature*
Tel: 428-3237

3. Wastewater Treatment Plant _____
Superintendent *signature*
Tel: 428-7215

4. Chief of Police _____
Tel: 428-3213 *signature*
Emergency: 428-3212 Uniformed officer required: Y___ N___
at a rate of \$ _____
Flag person required: Y___ N___

5. Fire Chief _____
Tel: 428-6244 *signature*

BOARD OF SELECTMEN: _____

Date: _____

c: Henniker Rescue Squad
*Amended by the Town of Henniker, Board of Selectmen:
11/03/87, 08/06/91, 07/30/92, 09/15/92, 03/25/99*

APPENDIX C

**APPLICATION FOR PERMIT TO DISCHARGE INDUSTRIAL WASTEWATER
TO THE TOWN OF HENNIKER MUNICIPAL SEWER SYSTEM**

All items are to be completed. If an item is not applicable, indicate **N/A**. Unless otherwise specified, please print or type.

PART I

1. Name of Industry

Address of Industry

2. Name of Owner

Address of Owner

3. Person in responsible charge _____

4. List existing environmental permits

State

EPA

5. Standard Industrial Classifications of Various Operations

6. Nature of business

7. Principal Product

8. Quantity of Production

9. a. Is wastewater discharged to the municipal sewer system? Yes _____ No _____

b. Is wastewater trucked offsite? Yes _____ No _____

If answer is yes, provide name and address of shipping company destination of wastewater.

c. Is wastewater discharged to a septic system? Yes _____ No _____

10. Facility Water Use

Source:	Gallons Per Day		Gallons Per Year
	Avg.	Max.	
Municipal	_____	_____	_____
Groundwater	_____	_____	_____
Other	_____	_____	_____

11. Wastewater Flow (Gallons per day)

Regulated Processes	Average Daily	Maximum Daily	Maximum Hourly
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Process Cooling Water	_____	_____	_____
Boiler Blow-down	_____	_____	_____
Air Conditioning	_____	_____	_____
Sanitary	_____	_____	_____
Other (Specify)	_____	_____	_____

Total Flow _____

12. Number of employees _____

13. Shifts per day _____

14. Working Days per Week _____

15. Company of production expansion plans (related to product and waste flow)

16. Is pretreatment provided prior to entering municipal system? Yes _____ No _____

17. If yes, describe the pretreatment process.

18. Is wastewater discharge _____ continuous _____ intermittent

19. Average Flow Rate _____ gallons per day

20. Peak Flow Rate _____ gallons per day

21. Duration of Peak(s) _____ hours per day

22. Maximum Flow Period From _____ to _____
Month Month

23. Intermittent Discharges

Duration _____ Minutes per day

Frequency _____ Occurrence per day

24. List Federal Categorical Pretreatment Standards applicable to each regulated process.

25. Schedule of Actions to comply with Federal Categorical Pretreatment Standards (if applicable) and Henniker Sewer Use Ordinance.

PART II

CHARACTERISTICS OF INDUSTRIAL WASTEWATER

Attach a Certified Laboratory Analysis showing the nature and concentration of all pollutants in your process wastewater discharge to the municipal sewer system. List all of the indicated characteristics of the process wastewater and all chemical constituents present as follows:

	<u>Average</u>		<u>Minimum</u>		<u>Maximum</u>	
	<u>mg/l</u>	<u>lb/day</u>	<u>mg/l</u>	<u>lb/day</u>	<u>mg/l</u>	<u>lb/day</u>
26. Biochemical Oxygen Demand (BOD 5-day)	_____	_____	_____	_____	_____	_____
27. Chemical Oxygen Demany (COD)	_____	_____	_____	_____	_____	_____
28. Total Solids	_____	_____	_____	_____	_____	_____
29. Suspended Solids	_____	_____	_____	_____	_____	_____
30. Dissolved Solids	_____	_____	_____	_____	_____	_____
31. Total Volatile Solids	_____	_____	_____	_____	_____	_____
32. Suspended Volatile Solids	_____	_____	_____	_____	_____	_____
33. Settleable Solids	_____	_____	_____	_____	_____	_____
34. pH (SU)	_____	_____	_____	_____	_____	_____
35. Temperature	_____	F	_____	F	_____	F
36. Color	_____	Pt-Co	_____	Pt-Co	_____	Pt-Co

37. Turbidity	_____	_____	_____	_____	_____	_____	_____
		NTU		NTU			
38. Total Phosphorus	_____	_____	_____	_____	_____	_____	_____
39. Orthophosphate	_____	_____	_____	_____	_____	_____	_____
40. Ammonia (as N)	_____	_____	_____	_____	_____	_____	_____
41. Oil and Grease	_____	_____	_____	_____	_____	_____	_____
42. Chlorine Demand	_____	_____	_____	_____	_____	_____	_____
43. Fecal Coliform Bacteria	_____	_____	_____	_____	_____	_____	_____
		No/100ml		No/100ml			
	_____	No/100ml					
44. Total Coliform Bacteria	_____	_____	_____	_____	_____	_____	_____
		No/100ml		No/100ml			
	_____	No/100ml					
45. Chromium (Total)	_____	_____	_____	_____	_____	_____	_____
46. Iron	_____	_____	_____	_____	_____	_____	_____
47. Copper	_____	_____	_____	_____	_____	_____	_____
48. Zinc	_____	_____	_____	_____	_____	_____	_____
49. Phenol	_____	_____	_____	_____	_____	_____	_____
50. Cyanide	_____	_____	_____	_____	_____	_____	_____
51. Mercury	_____	_____	_____	_____	_____	_____	_____
52. Chlorides	_____	_____	_____	_____	_____	_____	_____
53. Nickel	_____	_____	_____	_____	_____	_____	_____
54. Cadmium	_____	_____	_____	_____	_____	_____	_____
55. Sulfides	_____	_____	_____	_____	_____	_____	_____
56. Sulfates	_____	_____	_____	_____	_____	_____	_____
57. Arsenic	_____	_____	_____	_____	_____	_____	_____
58. Lead	_____	_____	_____	_____	_____	_____	_____
59. Other Costituents and characteristics of your wastewater discharge (see list priority pollutants on Page C-7 to C-10)							

PART III

PRODUCTION MATERIALS

60. List the names (trade names, generic terms, or preferably the chemical name of composition) of all raw materials used in your process and/or production operations. Include all chemical cleaning, or treatment compounds and solutions. Use additional sheets as necessary.

<u>Name</u>	<u>Annual Consumption (pounds, gallons, etc.)</u>	<u>Estimated quantities entering municipal sewer</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PRIORITY POLLUTANTS

1. Acenaphthene
2. Acrolein
3. Acrylonitrile
4. Benzene
5. Benzidine
6. Carbon tetrachloride (tetrachloromethane)

Chlorinated Benzenes

7. Chlorobenzene
8. 1,2,3-trichloroethane
9. hexachlorobenzene

Chlorinated Ethanes

10. 1,2-dichloroethane
11. 1,1,1--trichloroethane
12. 1,1-dichloroethane
13. 1,1,2-trichloroethane
14. 1,1,2,2,-tetrachloroethane
15. chloroethane

Chloroalkyl Ethers

- 16. bis (2-chloroethyl) ether
- 17. 2-chloroethyl vinyl ether

Chlorinated Napthalene

- 18. 2-chloronapthalene

Chlorinated Phenols

- 19. 2,4,6-trichlorophenol
- 20. 4-chloro-3-methylphenol
- 21. chloroform (trichloromethane)
- 22. 2-chlorophenol

Diachlorobenzines

- 23. 1,2-dichlorobenzene
- 24. 1,3-dichlorobenzene
- 25. 1,4-dichlorobenzene

Dichlorobenzidine

- 26. 3,3-dichlorobenzidine

Dichloroethylenes

- 27. 1,1-dichloroethylene
- 28. 1,2-trans-dichloroethylene
- 29. 2,4-dichlorophenol

Dichloropropane and Dichloropropene

- 30. 1,2-dichloropropane
- 31. 1,3-dichloropropene (cis and trans isomers)
- 32. 2,4-dimethylphenol

Dinitroluene

- 33. 2,4-dinitroluene
- 34. 2,6-dinitroluene
- 35. 1,2-diphenylhydrazine
- 36. ethylbenzene
- 37. fluoranthene

Haloethers

- 38. 4-chlorophenyl phenyl ether
- 39. 4-bromophenyl phenyl ether

40. bis (2-chloroisopropyl) ether

41. bis (2-chlorethoxy) methane

Halometnanes

42. methylene chloride (dichloromethane)

43. methyl chloride (chloromethane)

44. methyl bromide (bromomethane)

45. bromoform (tribromomethane)

46. dichlorobromomethane

47. chlorodibromomethane

48. hexachlorobutadiene

49. hexachlorocyclopentadiene

50. isophorone

51. naphthalene

52. nitrobenzene

Nitrophenols

53. 2-nitrophenol

54. 4-nitrophenol

55. 2,4-dinitrophenol

56. 4,6-dinitro-2-methylphenol

Nitrosamines

57. N-nitrosodimethylamine

58. N-nitrosodiphenylamine

59. N-nitrosodi-n-propylamine

60. pentachlorophenol

61. phenol

Phthalate Esters

62. bis-(2-ethylhexyl) phthalate

63. butyl benzyl phthalate

64. di-n-butyl phthalate

65. di-n-octyl phthalate

66. diethyl phthalate

67. dimethyl phthalate

Polynuclear Aromatic Hydrocarbons

68. benzo(a)anthracene (1,2-benzathracene)

69. benzo(a)pyrene (3,4-benzopyrene)

70. 3,4-benzofluoranthene

71. benzo(k)fluorathene (11,12-benzofluorathene)

72. chrysene

73. acenaphthylene
74. anthracene
75. benzo(ghi)perylene (1,12-benzoperylene)
76. fluorene
77. phenathrene
78. dibenzo(ah)anthracene (1,2,5,6-dibenzathracene)
79. ideno (1,2,3-od) pyrene (2,3-o-phenylenepyrene)
80. pyrene
81. tetrachloroethylene
82. toluene
83. trichloroethylene
84. vinyl chloride (chloroethylene)

Pesticides and Metabolites

85. aldrin
86. dieldrin
87. chlordand (technical mixture and metabolites)

DDT and Metabolites

88. 4,4'-DDT
89. 4,4'-DDE (p.p--DDE)
90. 4,4'-DDD (p.p--TDE)

Endosulfan and Metabolites

91. a-endosulfan-Alpha
92. b-endosulfan-Beta
93. endosulfan sulfate

Endrin and Metabolites

94. endrin
95. endrin aldehyde

Heptachlor and Metabolites

96. heptachlor
97. heptachlor epoxide

Hexachlorocyclohexane

98. a-BHC-Alpha
99. b-BHC-Beta
- 100.g-BHC 9 (lindane) Gama
- 101.d-BHC-Delta

Polychlorinated Biphenyls (PCB=s)

- 102. PCB-1242 (Arochlor 1242)
- 103. PCB-1254 (Arochlor 1254)
- 104. PCB-1221 (Arochlor 1221)
- 105. PCB-1232 (Arochlor 1232)
- 106. PCB-1248 (Arochlor 1248)
- 107. PCB-1260 (Arochlor 1260)
- 108. PCB-1016 (Arochlor 1016)
- 109. toxaphene

Metals, Asbestos and Cyanide

- 110. antimony and compounds
- 111. arsenic and compounds
- 112. asbestos
- 113. beryllium and compounds
- 114. cadmium and compounds
- 115. chromium and compounds
- 116. copper and compounds
- 117. cyanides
- 118. lead and compounds
- 119. mercury and compounds
- 120. nickel and compounds
- 121. selenium and compounds
- 122. silver and compounds
- 123. thallium and compounds
- 124. zinc and compounds
- 125. 2,3,7,8-tetrachlorodibenzo-p-dioxin (TCDD)

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