



# EXETER PUBLIC WORKS DEPARTMENT

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April 10, 2015

United States Environmental Protection Agency  
Region I – New England  
5 Post Office Square – Suite 100  
Boston, MA 02109-3912  
Attn: Joy Hilton, Water Technical Unit (Mail Code: OES04-3)

Re: **NPDES Permit No. NH0100871**  
**Administrative Order on Consent Docket No. 13-010**  
**Quarterly Progress Report, 4th Quarter, 2014, Seventh Report**

Dear Ms. Joy Hilton:

This report is being made in accordance with the Administrative Order on Consent, Section IV.C., for the first quarter period of January 1, 2015 to March 31, 2015.

Per Section IV.C.1.a., activities undertaken during this reporting period directed with achieving compliance with this Order include:

- On March 23<sup>rd</sup> the Board of Selectmen voted to approve the draft *Engineering Design Phase Contract for Professional Services for Treatment Works* at \$3,211,300. The contract is under legal review prior to signatures. A dual-track approach of both an on-site new treatment facility and regional treatment will be pursued.
- On March 10<sup>th</sup> a conference call with EPA, NHDES, Wright-Pierce Engineering and Town staff to discuss the submitted 2014 Annual Nitrogen Report.
- Final draft of Wright-Pierce's *Wastewater Facilities Plan* was approved upon Town review.
- On January 14<sup>th</sup> a special joint meeting of the Town Board of Selectmen and Water & Sewer Advisory Committee was held. Underwood Engineers did a power point presentation of their "Regional Waste Water Disposal Options". This meeting was televised on the Town channel and open to the public.
- The Town continues to participate in WISE (Water Integration Squamscott (River) Exeter), principal members are Rob Roseen and Renee Bourdeau, both of Geosyntec.

- Wright-Pierce Engineering activities completed for the Town's Wastewater Facilities Plan in the past quarter:
- All dates are 2015, unless otherwise noted.
- Prepared for and attended meetings with Town staff to collect information related to the TN annual report (January 8 and 15)
- Attended joint Water & Sewer Advisory Committee and Board of Selectmen meeting to listen to the Underwood Engineers presentation regarding the Pease WWTF regional option (January 14).
- Prepared draft TN annual report (January 23), including coordination with Geosyntec for information from the WISE project.
- Finalized to address Town comments and submitted TN Annual Report to EPA and DES (January 30).
- Attended City of Portsmouth presentation regarding Pease WWTF regional approach (via internet video, January 20). Coordinated with Town staff regarding applicability to Exeter.
- Developed a task list for design phase activities which can implemented in a dual-track approach (January 26).
- Coordinated with Town staff regarding press articles published regarding Exeter as well as Pease WWTF alternatives.
- On-going coordination with WWTF influent sampling program.
- Coordinated with Town staff.
- Prepared for and attended the first PTAPP meeting hosted by NHDES (Feb 3).
- Received and reviewed written comments provided by the Water and Sewer Advisory Committee (Feb 6).
- Coordinated with DPW regarding regional cost evaluations.
- Prepared for and attended coordination meeting with DPW and Geosyntec to discuss cost implications related to non-point source nitrogen management (Feb 11).
- Prepared memorandum regarding potential future effluent limits at the Exeter WWTF and the Pease WWTF (Feb 11).
- Developed wastewater flow estimates for the potential Epping Road TIF District (Feb 18).
- Prepared for and attended WISE meeting for presentation of findings (Feb 19).
- Prepared for and attended meeting hosted by Exeter regarding the potential Pease regional WWTF option (Feb 24).
- Developed a task list for updating the Wastewater Facilities plan.
- On-going coordination with WWTF influent sampling program.
- Coordinated with NHDES regarding PTAPP.
- Prepared for and attended Town/EPA conference call regarding TN Annual Report (Mar 10).
- Prepared and submitted final Wastewater Facilities Plan (Mar 23).
- Prepared for and attended the second PTAPP meeting hosted by NHDES, including presenting Exeter's approach to TN tracking (Mar 24).
- Coordinated with DPW regarding final adjustments to the final plan, to be addressed as soon as possible for distribution to the Town, EPA and NHDES.

- Updated the Town TN tracking form and created a ‘definitions’ package to go with it. Completed the form using a project which is currently undergoing Planning Board review. Coordinated with DPW staff.
- On-going coordination with WWTF influent sampling program.
- Coordinated with Town staff.

Per Section IV.C.1.b., no plans, reports or other deliverables required by this order were completed or are submitted during this reporting period, with the exception of DMRs.

Per Section IV.C.1.c., expected activities to be taken during the next quarter to achieve compliance with the Order include:

- Signing of the *Engineering Design Phase Contract for Professional Services for Treatment Works* upon completion of the Town’s legal review.
- During the second quarter of 2015 the final draft of the *Wastewater Facilities Plan* by Underwood Engineers will be mailed to NHDES and EPA.
- Weekly 24-hour composite total nitrogen final effluent sampling will resume. The Town continues to report (on the DMR), monthly average, daily max loadings and daily max concentrations for total nitrogen.

Please call if you have any questions or need any additional information.

Sincerely,

Town of Exeter, New Hampshire



Michael Jeffers  
Water & Sewer Managing Engineer

- cc. Tracy Wood, P.E., NHDES Wastewater Engineering Bureau  
Russell Dean, Town Manager  
Jennifer Perry, DPW Director  
Paul Vlasich, P.E., Town Engineer  
Michael Jeffers, Water & Sewer Managing Engineer  
Scott Butler, Senior Operator