



FINANCE, ORGANIZATION AND PERSONNEL COMMITTEE  
Council Chambers B, Keene City Hall  
February 10, 2022  
5:30 PM

**A. AGENDA ITEMS**

1. National Pollution Discharge Elimination System - Technical Assistance - Change Order 3 - WWTP Operations Manager
2. REPORT OUT: Councilors Remy, Bosley and Giacomo - Continued Remote Participation
3. REPORT OUT: Councilor Filiault - Rooms and Meals Tax Decrease
4. Proposed Capital Improvement Plan (CIP) for FY 2023-2029

**B. MORE TIME ITEMS**

1. Councilor Filiault - Charter Amendment Related to Municipal Primary

**NON PUBLIC SESSION**

**ADJOURNMENT**



# CITY OF KEENE NEW HAMPSHIRE

ITEM #A.1.

**Meeting Date:** February 10, 2022

**To:** Finance, Organization and Personnel Committee

**From:** Aaron Costa, Operations Manager  
Kurt Blomquist, ACM/Public Works Director

**Through:** Elizabeth Dragon, City Manager

**Subject:** **National Pollution Discharge Elimination System - Technical Assistance - Change Order 3 - WWTP Operations Manager**

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**Recommendation:**

Move that the Finance, Organization, and Personnel Committee recommend the City Manager be authorized to do all things necessary to execute Change Order 3 with Weston & Sampson Engineers to perform technical services for the City's National Pollution Discharge Elimination System (NPDES) permit renewal process for an amount not to exceed \$30,000 for contract 04-13-18.

**Attachments:**

None

**Background:**

The City's Wastewater Treatment Plant is permitted by the Environmental Protection Agency (EPA) to discharge treated wastewater into the Ashuelot River. The City through the CIP process funded a project for legal and technical assistance. The City executed a contract with Weston and Sampson Engineers in 2016 for \$95,000 for technical assistance with the permitting process.

On May 20, 2020, the City received its draft NPDES permit and determined that there was a need to appeal and negotiate with EPA on the various requirements. In August 2020 & April 2021, the City executed Change Order 1 & 2 with Weston & Sampson for an additional \$50,000. Those funds have been spent.

The City's new discharge permit became effective on February 1, 2022. However, there are ongoing negotiations with the EPA for three remaining permit parameters and additional funds are required to complete the process. Weston and Sampson have provided a scope of work for Change Order 3 for an amount not to exceed \$30,000. The additional work includes the following.

- Continue meetings with Public Works Staff, City Manager and outside legal council
- Continue discussions regarding the appeal process
- Strategize and prepare proposed permit language

- Meet with NHDES to discuss site-specific studies for aluminum and copper
- Utilize their engineering expertise for specific technical issues as appropriate

The cost of the change order exceeds the City Manager's 10% authority and therefore, staff recommends the City Manager be authorized to do all things necessary to sign change order 3 with Weston & Sampson Engineers for an amount not to exceed \$30,000. Funds for this work are available in the Wastewater Treatment Plant NPDES Permitting Assistance Project (08012).

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**FOP Review February 10, 2022**

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