

**Bodwell Waste Services Corporation  
Petition for Approval to Terminate Service  
DW 22-012**

Date Request Received: 8/4/22  
DOE Londonderry 1-1

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Bodwell's petition at 4 states that the Town provides public sewer service within portions of its corporate boundary. Please provide the present number of full-time and part-time employees dedicated by the Town towards providing public sewer service.

**Response:**

The Town Londonderry owns and operates a wastewater collection and transport system, which consists of approximately 32.3 miles of Town owned gravity sewers, 6 pump stations, and approximately 3.8 miles of force mains. The system also includes approximately 7.0 miles of private sewer. The wastewater generated in Londonderry is treated at Wastewater Treatment Facilities (WWTF) located in the neighboring communities of Manchester and Derry.

The Town of Londonderry (the "Town" or "Londonderry") has 3 full-time employees dedicated, at least in part, to providing public sewer service with 2 currently filled positions. The Town also relies on members of its Highway Department, on occasion, for assistance with certain tasks in the field.

Further answering, the Town of Londonderry uses a combination of Town staff, outside contractors, and consultants to maintain and operate the Town's Wastewater Collection System. The outside contractors used by the Town in connection with operating its Wastewater Collection System system are attached to these responses as Exhibit 1-1. The outside contractors are supervised by the Town's Director of Engineering and Environment Services, its Environmental Engineer, and its Assistant Director of Engineering and Environment Services.

Further answering, the duties and responsibilities of the Town's Director of Engineering and Environment Services, its Environmental Engineer, and its Assistant Director of Engineering and Environment Services are attached to these responses as Exhibit 1-2.

Date Request Received: 8/4/22  
DOE Londonderry 1-2

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Please describe the general qualifications of the Town's current sewer service employees in terms of the various positions and responsibilities employed, general years of experience by position or responsibility, licenses and certifications, etc.

**Response:**

**Robert Kerry, Town's Environmental Engineer.** Mr. Kerry is responsible for the day-to-day operations of the Town's Wastewater Collection System. Mr. Kerry's specific responsibilities are described in Exhibit 1-2.

Mr. Kerry has been in this current position for over 11 years and has over 43 years of experience in wastewater collection and transmission system investigation, flow monitoring, condition evaluation, maintenance, repair, replacement, and management, having previously worked on numerous collection systems up and down the United States East Coast, and throughout the country. He is a New England Water Environment Association (NEWEA) Grade 4 Collection System Operator. He is a member and past chairman of the NEWEA collection system certification committee. Mr. Kerry is also certified by the National Association of Sewer Service Companies (NASSCO), through their PACP, MACP, and LACP certification programs as a pipeline, manhole, and lateral inspector.

**John Trottier, Director of Engineering and Environmental Services.** Mr. Trottier provides oversight and assistance to Mr. Kerry. Mr. Trottier's specific responsibilities are described in Exhibit 1-2.

Mr. Trottier has been employed by the Town for 21 years and has been practicing engineering for the past 36 years, 25 of which he has been registered as a Professional Engineer in the State of New Hampshire. His experience ranges from a wide variety of engineering studies, evaluations, design, and construction projects that include wastewater systems. He has significant field expertise in the development and implementation of wastewater systems construction oversight including shop drawing review, construction administration and observation, of wastewater systems. Mr. Trottier's management responsibilities include attending and/or conducting pre-bid conferences, procurement of subcontractors, equipment and supplies, estimating engineering costs, preparation of requests for qualifications, request for proposals, proposal preparation, public presentations, supervising in-house technical and support staff, subcontractors invoicing, and regulatory and client contact. He is currently responsible for planning, directing, and conducting and administering all functions of the engineering division and construction services for the Town of Londonderry.

**Assistance Director of Engineering – Position Vacant**

Additional oversight and assistance is provided by the Town’s Assistant Director of Engineering and Environmental Services. This position is currently open and the Town is actively seeking to fill it.

Date Request Received: 8/4/22  
DOE Londonderry 1-3

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Please indicate the total number of customers currently receiving sewer service from the Town. Please confirm whether or not the Town provides sewer service to any customers who reside outside of the Town’s corporate boundary. If yes, please provide a breakdown of customers served by municipality.

**Response:**

The Town providers no sewer services to customers residing outside of its corporate boundary.

As of May 31, 2022, the Town provides sewer services to a total of 1,729 with an estimated 2,903 customers served. The breakdown of customers serviced, as of May 31, 2022, is as follows:

Account Type	Accounts	Customers Served
Industrial	75	75
Commercial	429	429
Residential	1225	2399
<b>Total</b>	<b>1729</b>	<b>2903</b>

The 2,399 residential “customers served” refers to the 2,399 different residential units that are served by the 1,225 residential accounts.

Date Request Received: 8/4/22  
DOE Londonderry 1-4

Date of Response: 8/15/22  
(amended 8/16/22)  
Witness: Robert Kerry

**Request:**

Please provide the Town's current operating and capital budget dedicated to the provision of municipal sewer service. Please indicate the total amount of the Town's current plant assets dedicated to providing municipal sewer service.

**Response:**

The Town of Londonderry maintains a sewer fund. Town of Londonderry Chapter IX – Sewer User Charge Ordinance, Adopted May 21, 2007, Article II – Fund Management, Section 2 states that the fund will be “managed as an enterprise fund where excess funds may be retained from year to year.” This fund is an enterprise fund that can be used only for sewer-related expenditures. The sewer fund is overseen by the Town's Finance Director.

Total annual budget for FY-23 is \$2,849,912, which comes from the sewer fund. Of this, \$474,847 is budgeted for the Town's share of capital expenditures for WWTF capacity and system upgrades per Derry and Manchester Intermunicipal agreements. No additional capital expenditures are anticipated for FY-23, but funding is available from the sewer fund balance if necessary.

Date Request Received: 8/4/22  
DOE Londonderry 1-5

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Please indicate and describe any State of NH or Federal notices of violation or other enforcement actions imposed on the Town relative to its provision of sewer service within the last five years.

**Response:**

None to report.

Date Request Received: 8/4/22  
DOE Londonderry 1-6

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Please provide the current amount(s) (if any) billed to Bodwell's Londonderry customers for any sewer related services provided to them by the Town. Will this amount(s) change as a result of the Town's acquisition of the Londonderry portion of the Bodwell system? Please explain.

**Response:**

The Town currently sends Bodwell Waste one bill for the total quarterly wastewater flow usage for the entire Mill Pond Development located in Londonderry. The bill is based on a fee of \$2.52 per 100 cubic feet. The Town receives payment from Bodwell Waste for this quarterly bill. The wastewater flow usage is determined by flow metering devices maintained by Bodwell Waste located at two locations that discharge directly to the City of Manchester's wastewater collection system. During periodic visits, the Town staff records the wastewater flow usage from the flow totalizers at these two locations.

On information and belief, the Town's understands that Bodwell Waste's representative divides the total wastewater flow usage fee from Londonderry, adds their management fee, and bills each individual home within the Mill Pond Development located in Londonderry. The Town does not see the Bodwell Waste bill that is sent to the Londonderry customers located in this development. Once the ownership transfer occurs, as with any new Londonderry residential sewer customer, the Town will create an individual residential sewer account for each home in the Mill Pond Development located in Londonderry. These customers will receive a quarterly sewer bill based on a current flat rate of \$96.00 per quarter, which is the flat rate for all other residential customers in the Town's wastewater collection system. If the ownership transfer occurs mid quarter, the initial Londonderry sewer bill will be based on a proration of the \$96.00 quarterly fee using the number of days from the ownership transfer date to the ending date of the sewer billing quarter.

Date Request Received: 8/4/22  
DOE Londonderry 1-7

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Please describe the current billing procedures for Bodwell's Londonderry customers. Please indicate and describe changes, if any, in these billing procedures that will occur subsequent to the Town's acquisition of the Londonderry portion of the Bodwell system? If the Town is unsure of Bodwell's current billing procedure of Londonderry customers, please describe the billing process and procedures the Town anticipates initiating to the former Bodwell customers in Londonderry. How does that differ, if at all, with its billing process and procedures of its current customers?

**Response:**

The Town incorporates its response to DOE Data Request 1-6 as its response to this Data Request.



Date Request Received: 8/4/22  
DOE Londonderry 1-8

Date of Response: 8/15/22  
Witness: Robert Kerry

**Request:**

Please confirm that the Town will not be expanding its franchise area to provide direct sewer service to any of Bodwell's current customers who reside outside of the Town's corporate boundary. Please also confirm that the Town has no intention to service any other customers outside of the Town's corporate boundary that it does not already have authority to service, if applicable. Please explain.

**Response:**

The Town will not be expanding its franchise area to provide direct sewer service to any of Bodwell's current customers who reside outside of the Town's corporate boundary. The Town has no intention to service any other customers outside of the Town's corporate boundary at this time.

**EXHIBIT 1-1 to Town's Responses to DOE's Data Request**

**Outside Contractor Used in Londonderry Sewer Operations**

The following is a list of contractors and consultants that the Town's Environmental Engineer uses and coordinates with to assist in maintaining the collection system and pump stations, and includes a description of the work done by each.

<b>Contractor</b>	<b>Services Provided to Town</b>
Scherbon Consolidated	Under contract for routine pump station maintenance, planned repairs, and emergency repairs at the Town's six wastewater pumping stations.
Boettcher Electric	Under contract for maintenance and upkeep of call out (paging) alarm systems for the Town's pump stations.
Teton Environmental	<p>Assists the Town with the Industrial Pretreatment Program;</p> <ul style="list-style-type: none"> <li>○ Reviews monitoring reports submitted by industries;</li> <li>○ Assists with annual facility inspections and follow up;</li> <li>○ Assists with annual Industrial Pretreatment report;</li> <li>○ Develops new or modified industrial wastewater discharge permits for review by the town prior to issuance;</li> <li>○ Maintains pretreatment database and tracking spreadsheets for industrial monitoring.</li> </ul> <p>Provided engineering services and assistance in the review and update of a new Inter Municipal Agreement for wastewater treatment services with the Town of Derry.</p>
Stewart's Septic	Assist Scherbon Consolidated with pumping and maintenance cleaning of the wet wells at the Charleston Ave., Plaza 28, Mammoth Rd., Tokanel Rd., Action Blvd., and Webb Dr. Pump Stations.
Action King Sewer Service	Assist Scherbon Consolidated with pumping and maintenance cleaning of the wet wells at the Charleston Avenue, Plaza 28, Mammoth Rd., Tokanel Rd., Action Blvd., and Webb Dr. Pump Stations.

Service Pumping and Drain	Assist Scherbon Consolidated with pumping and maintenance cleaning of the wet wells at the Charleston Avenue, Plaza 28, Mammoth Rd., Tokanel Rd., Action Blvd., and Webb Dr. Pump Stations.
Angerami Property Maintenance	Provides snow plowing and sanding services to assure ready access at the Town owned pump station sites during the winter months.  Provides mowing and weed management services at the Town owned pump station sites.
A/D Instruments	Calibrate flow meters at all pump stations on an annual basis.  Maintains the Town's Mission cellular pump station SCADA monitoring systems
Katahdin Analytical	Semi-annual and/or annual sampling at 8 specific manhole locations and visual manhole inspection in conjunction with the Industrial Pretreatment Program.
Wright-Pierce	Assisted Town with the Collection System O&M Plan;  Assisted with review of proposed subdivisions evaluating their impact on the existing wastewater collection system;  Provided engineering services and assistance in developing an update to the Town's Wastewater Facilities Plan.  Provided engineering services and assistance in the review and update of a new Inter Municipal Agreement for wastewater treatment services with the Town of Derry.
Stantec Engineering	Assist the Town with plan review and permitting for new construction related to sewer installation;  Assist the Town with inspection of sewer installation and approvals for building occupancy permits.
Bellemore Septic, Sewer, and Drain	Assist the Town with on-call emergency and scheduled sewer pumping and pipeline cleaning services.
Eastern Pipe Services	Assist the Town with on-call emergency and scheduled sewer pumping, pipeline cleaning, closed circuit television pipeline

	inspection, manhole inspection, pipeline and manhole repair services.
Vortex Companies	Assist the Town with scheduled pipeline cleaning, closed circuit television pipeline inspection, manhole inspection, pipeline and manhole repair services.

**EXHIBIT 1-2**

**Description of Day-to-Day Responsibilities of Londonderry Town Staff  
Working on Wastewater Collection / Sewer Services**

<b>Robert Kerry, Environmental Engineer</b>
<ul style="list-style-type: none"><li>• Pumping station visits as necessary, but at least weekly to observe operating conditions, monitor flows, and note preventative maintenance requirements;</li><li>• Review Pump Station monitored flows to identify trends indicating Infiltration /Inflow, changes in industrial flow patterns, and other flow anomalies;</li><li>• Manage contractors for pump station routine or emergency maintenance;</li><li>• On-call 24 hours a day, 7 days a week for pump stations and sewer piping emergencies;</li><li>• Contract with and oversee contractors for sewer inspection, cleaning, and Closed Circuit Television (CCTV) inspection program;</li><li>• Coordinate with Town’s Geographic Information System (GIS) department to update sewer mapping and inventory databases with information obtained during sewer maintenance activities;</li><li>• Update sewer manhole locations using sub meter quality Global Positioning System (GPS) position data acquisition;</li><li>• Coordination of sewer related repair work with private contractors;</li><li>• Prioritize and plan continuing sewer system condition evaluation and repair activities;</li><li>• Manage and enforce the industrial wastewater pretreatment program for permitting and compliance;</li><li>• Annual facility inspections for a total of 8 Industrial Pretreatment Program Class 1 (Significant Industrial User) facilities;</li><li>• Periodic facility inspections for a total of 5 Industrial Pretreatment Program Class 2 facilities and 16 Industrial Pretreatment Program Class 3 facilities;</li><li>• Inspections as required for a total of 89 Industrial Pretreatment Program Class 4 facilities;</li><li>• Annual grease trap inspection at food service establishments discharging to the Town’s sewer system.</li><li>• Implement and maintain Sewer Ordinance, Sewer Use &amp; Permitting regulations, Sewer User Charge Ordinance, Intermunicipal Sewer Agreements with Derry and Manchester, and the Town’s Wastewater Facilities Plan;</li><li>• Review sewer development proposals for new or modified construction;</li><li>• Quarterly sewer billing;</li><li>• Read and record water meter readings at select locations for breakdown of quarterly sewer billing;</li><li>• Maintain sewer billing data base, add and modify customers as needed.</li></ul>
<b>Assistant Director of Engineering and Environment Services – Position Currently Open</b>
<ul style="list-style-type: none"><li>• Plan review for new construction related to sewer installation;</li><li>• Inspection of sewer installation and approvals for building occupancy permits;</li></ul>

- Coordination of sewer related repair work with private contractors.

**Director of Engineering and Environmental Services, John Trottier, P.E.**

- Plan review for new construction related to sewer installation;
- Inspection of sewer installation and approvals for building occupancy permits;
- Coordination of sewer related repair work with private contractors.