

**LACONIA CITY COUNCIL – PUBLIC WORKS SUBCOMMITTEE AGENDA  
MARCH 13, 2023**

**STAFF REPORT  
AGENDA ITEM 7A.  
PROPOSED CHANGES TO THE CITY’S CODE OF ORDINANCES,  
CHAPTER 189, SEWERS**

**Discussion:** In 2022 Public Works proposed a change to the City’s Sewer Ordinance so that the Ordinance and the system itself would meet the City’s Environmental Protection Agency (EPA) Permit and align with the Winnepesaukee River Basin Program (WRBP) sewer use rules and NH Department of Environmental Services’ suggested model sewer ordinance. The sewer collection system in the City, both public and private, must meet the permit’s requirements, WRBP rules and NH DES requirements.

On March 28, 2022, the City Council held a public hearing on the proposed changes to the City’s Sewer Ordinance. The public hearing was continued to date to be determined by the Council.

Part of the Council’s guidance after the public hearing was for Public Works to develop a proposal for the Sanitary Sewer Fund to pay for and coordinate the cleaning and inspection of the private sewers. The owners of private sewer systems would be responsible for meeting the remaining EPA requirements.

The City Council, as part of the sewer rate increase approved on February 13, 2023, funded the cleaning and inspection program for private sewers beginning in FY2025. The inspection program, however, is only one of the tasks that must be performed by collection system owners. The following are the EPA permit requirements for public and private sewer system owners:

- Adequate maintenance staff to carry out operations and maintenance
- Preventative maintenance program to prevent overflows and bypasses. Shall include an inspection program designed to identify all potential and actual unauthorized discharges and pump stations shall have an alternate power source in the event of a power failure.
- Shall control inflow and infiltration
- Collection system mapping
- Operation and maintenance plan
- Reporting sewer spills/overflows
- Annual reporting

The proposed changes to the ordinance will establish the following responsibilities.

<b>Permit Required Tasks</b>	<b>Association</b>	<b>City</b>	<b>Comments</b>
Day to day management of the system to include any pump stations that are part of the system	X		Property manager, Association or Contractors
Procedures for residents to report sewage issues to manager	X		Property Manager Or Association

Permit Required Tasks	Association	City	Comments
Inspection program for pipes		X	City programs begin FY 2025
Inspection program for manholes		X	City programs begin FY 2025
Maintenance/repair/improvement program for pipes	X		Property Manager Or Association
Maintenance/repair/improvement for manholes	X		Property Manager Or Association
Maintenance/repair/improvement program for pump stations	X		Property Manager Or Association
Reporting procedures for sewage spills	X		Property Manager Or Association
Correcting faults found during inspections	X		Property Manager Or Association
Updating the maps for systems	X		Property Manager Or Association
Annual report	X		Property Manager Or Association
Update City on Association POC	X		Property Manager and Association

In addition to incorporating the requirements of the WRBP's sewer rules (Env- Wq 1200), the changes add definitions, update design standards and the City's sewer connection permit requirements. The updates also include:

- Clarification on the 15% sewer surcharge for connections outside City limits to conform with existing intermunicipal agreements.
- A provision requiring the developer of a proposed sewer extension to analyze the capability of the existing system to accept a development's proposed flows.

Due to the extent of the changes, Public Works is proposing to change the Ordinance in its entirety.

**Fiscal Impact:** The owners of private sewers will have to develop funding sources to meet EPA requirements.

**Staff Recommendation:** Staff recommends the City Council schedule the continuation of the public hearing for June 12, 2023.

**This report submitted by:** Wesley B. Anderson, Director of Public Works

**Proposed motion:**

*"I move that the Public Works Committee ask the City Council to schedule a continuation of the public hearing on the proposed Sewer Ordinance for June 12, 2023."*