

**RYE WATER DISTRICT
MEETING
Wednesday, November 1, 2023 – 9:00 a.m.
Water District Office – 60 Sagamore Rd.**

Commissioners Present:

**Ralph Hickson, Chair
Scott Marion
Rosalie Lopresto**

Others Present:

**Arik Jones, Superintendent
Dyana Ledger, Business Manager
Chris Berg, Wright-Pierce**

I. Call to Order

Chair Hickson called the meeting to order at 9:03 a.m.

II. Presentation by Waterworth

Lachlan Hunter, and Grange Gordon, from NH Waterworth, met with the Commission to give a presentation on their software and services to provide continuous utility rate management to assist with future budgeting and financial planning.

III. Approval of Minutes

- October 4th

Motion by Scott Marion to approve the minutes of October 4, 2023. Seconded by Rosalie Lopresto. All in favor.

IV. Superintendent's Monthly Report, Pumping Chart, and Data Report, and Bacteria Tests for October

Superintendent Arik Jones presented his monthly report, along with pumping charts and data reports for the month of October.

- Fall flushing for the District has been completed for Rye served customers. The Portsmouth side of the system will be flushed within the next few days. Water Operator Jacob Madore was lead on the flushing and did an excellent job. Very few dirty water complaints were received from residents during this cycle of flushing.

- Over the next few weeks, the water operators will continue with seasonal disconnects, winterizing hydrants, and hydrant inspections.
- The POE building is complete and all systems are functional. There is just a bit of paving left to complete. After the hydrant inspections, some time will be spent with the operators on finetuning the chlorination for both the analyzation and dosing.
- Several leaks out in the system have been repaired. One of concern is at 973 Ocean Blvd. The Conservation Commission is involved and the District is waiting on their recommendation for the replacement of that line because it goes through a vacant lot with wetlands adjacent.
- All meter calibrations have been completed and have met AWWA requirements.
- The sanitary survey was completed on October 24th with Jenn Mates from NH DES. Any items that were outstanding from the last survey have been addressed. The only item to be addressed is changing the drain screens for the Washington Road tanks.
- Backflow testing will be started over the next month, along with the lead and copper samples from the system.
- The District has completed its investigative monitoring and have had no hits of coliform or E. coli over the past year, so that criteria has been met.
- A cyber audit was completed with the Cyber Infrastructure Security Agency through U.S. Homeland Security. The District is waiting for the report.

Motion by Scott Marion to approve the superintendent's report for October. Seconded by Rosalie Lopresto. All in favor.

V. Chris Berg, Wright – Pierce – Project Updates

Chris Berg, Wright-Pierce Engineering, gave an update to the Commissioners in regards to ongoing district projects. The funding application for the additional funds for the water treatment facility has made it through the first pass. The subcommittee reviewed the project and recommended moving it to the full committee, which has a review and approval process as part of their December meeting. There's a good chance that the application will be approved.

Mr. Berg continued that a response has been received from Southeast Land Trust (SELT) in regard to the water source investigation project at the Brown Farm Lane. More information was needed in terms of environmental controls. Wright-Pierce is working on getting that information (erosion control detail) back to SELT.

The Wallis Road watermain project has been completed. The final paperwork will be drafted and the project can be closed out with the State. Mr. Berg noted that Novus has completed additional soil characterization at the Washington Road tank site for the pending tank painting project. Wright-Pierce is waiting for the results on that soil testing, in order to prepare an action plan. The asset management project continues to move forward. The water rate spreadsheet was forwarded in October to the Commission. The lead service line inventory is also moving along.

VI. Cash Flow Reports for October

The Commissioners reviewed the cash flow and expenditure reports for the month of October. There was detailed review on expenditures remaining for 2023 under the water services line items. They also reviewed the treasurer's reports for August and September.

Motion by Ralph Hickson to accept the cash flow reports for October. Seconded by Rosalie Lopresto. All in favor.

Motion by Scott Marion to accept the Treasurer's report for the month of August. Seconded by Rosalie Lopresto. All in favor.

Motion by Scott Marion to accept the Treasurer's report for the month of September. Seconded by Rosalie Lopresto. All in favor.

VII. Correspondence

a. CIP Questions from Nicole L'Ecuyer, CIP Committee

Business Manager Dyana Ledger noted that an email was received from Nicole L'Ecuyer in regards to information for the Capital Improvements Plan from the Water District for the water treatment facility. Ms. L'Ecuyer was questioning the sources of funding. The exact sources of funding are not known at this time; however, there will be multiple sources of funding and all options are being researched. Business Manager Ledger will reach back out to Ms. L'Ecuyer with that information.

VIII. Old Business

b. Aquarion Letter to Rye Select Board

The Commissioners reviewed and discussed the letter from Aquarion Water to the Rye Select Board. It was noted that some of the numbers, such as the median home cost, are different than what the Commissioners believe the numbers should be, as based on information received from the Rye Assessing Department. For example, Aquarion used a median of 1.73 million, which should be closer to \$800,000. Also, Aquarion charges each district (Rye Beach and Jenness Districts) a fee for hydrants, which was not calculated in the costs. There was discussion about whether or not the Commissioners want to reach out to the Select Board to address the letter. After discussion, it was agreed to not respond at this time; however, the Commissioners will keep the information in case it's needed in the future.

c. Attorney Eric Maher Letter rec'd on behalf of Select Board

The Commissioners received a letter from the Attorney Eric Maher on behalf of the Rye Select Board regarding the town's position on funding support for the water treatment facility. It was agreed that a response to Attorney Maher should come from the Rye Water District's attorney.

IX. New Business

d. Woodsum Drummond – Attorney Roman engagement letter

Motion by Scott Marion to execute the contract for Attorney Keriann Roman’s services to start as soon as possible. Seconded by Rosalie Lopresto. All in favor.

X. Town Planning and Zoning Minutes

No concerns or issues were noted in the Planning Board or ZBA minutes.

XI. Other Business

e. Alcohol – Drug Free Workplace Policy

The Commissioners agreed to ask Attorney Josh Scott to draft an Alcohol – Drug Free Workplace Policy. Attorney Scott will be sending an engagement letter for the work to be completed, which will be signed by Chair Hickson.

Adjournment

Motion by Ralph Hickson to adjourn at 11:12 a.m. Seconded by Rosalie Lopresto. All in favor.

Respectfully Submitted,
Dyana F. Ledger