

**RYE WATER DISTRICT MONTHLY MEETING MINUTES
WEDNESDAY, May 3, 2017 – 9:00 a.m.**

Attendance:

Ralph Hickson, Commission Chair
Art Ditto, Commission Vice-Chair
Tom Clifford, Commissioner

Others Present:

Dyana Ledger, Business Manager
Ken Aspen, Superintendent
Phil Winslow, Resident

I. Call to Order

Chairman Hickson called the meeting to order at 9:00 a.m.

II. Superintendent's Monthly Report, Pumping Chart, Data Chart and Bacteria Tests for the month of April.

The Commissioners reviewed the monthly report for the month of April. There was discussion on the flushing that has recently taken place. There was also discussion in regards to the water line on Harbor Road. Harbor Road is on the list of streets for the town to be repaved in 2017. Superintendent Aspen noted that the Water District will need to make a decision on how what they are going to do with the line soon. There have been two water breaks recently within 100ft of each other. He would like to discuss this at the next work session. Commissioner Ditto requested that Ken speak with Dennis McCarthy, Public Works Director, about when the paving would take place.

**Art Ditto made a motion to accept the superintendent's report for the month of April.
Seconded by Tom Clifford. All in favor.**

III. Review minutes from the April monthly meeting.

- April 5, 2017

**Art Ditto made a motion to approve the meeting minutes of April 5, 2017 as presented.
Seconded by Tom Clifford.**

IV. Correspondence:

- A package was received in regards to a Chapter 11 Bankruptcy filed by Sanctuary Care, LLC. Sanctuary Care, LLC is currently a customer of the Water District. The package will be forwarded to Attorney Scott for his direction.

V. Treasurer's Report for the month of March.

Motion by Tom Clifford to accept the Treasurer's Report for the month of March. Seconded by Art Ditto. All in favor.

VI. Cash Flows:

The Commissioners reviewed the cash flow reports, showing expenses and revenue, for the month of April. The reports reflect revenue that has been generated from the recent April billing.

VII. Planning Board and Zoning Board:

- The Airfield Development will be going to the Planning Board in June. The Housing Partnership requested a continuance from the May meeting because of changes that may be made to the plans.
Superintendent Aspen noted that Ambit Engineering will be presenting their plans to the Water District on May 17th.
- Chairman Hickson noted that a work session was held on April 26th for the South Road Development project. There was discussion at the work session in regards to a proposed driveway in the wetlands for one of the lots. There was also discussion on the removal of ledge. The plan is to run the water lines in the same trench as the utilities.
Superintendent Aspen explained that the water lines require a 10ft separation.
The proposal will be going before the ZBA for variances in regards to wetland crossings.

VIII. Old Business:

- Business Manager Dyana Ledger has been working with the auditors providing the requested information. The auditors have not given any updates at this time.
This is the last year of the three year contract that was signed with Melanson Heath. A decision will need to be made on an audit firm for the next budget season.

IX. New Business:

- Paperwork has been completed for the NH DES Asset Management Grant for the Geographical Information System (GIS). Documents must be signed by the Commissioners and sent to the State.

Motion by Art Ditto to authorize Ralph Hickson, as Water District Commission Chair, to sign and accept the N.H. Department of Environmental Service (DES) Asset Management Grant on behalf of the Rye Water District. Seconded by Tom Clifford. Vote: 3-0

- The Consumer Confidence Report is due and needs to be completed by the end of week. There was review of the draft report. Superintendent Aspen will forward the completed report to Gemini for printing and distribution.

X. Public Comment

- **Patricia Larson, Rosewood Realty Trust**, spoke to the Commissioners regarding her concerns in the water rate increase for her property located at 150 Lafayette Road.

Adjournment

Motion by Tom Clifford to adjourn at 10:58 a.m. Seconded by Art Ditto. All in favor.

Respectfully Submitted,
Dyana F. Ledger