

RYE WATER DISTRICT MONTHLY MEETING AGENDA
April 3, 2019 – 9:00 a.m.
Water District Office – 60 Sagamore Rd.

Attendance:

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

Others Present:

Arik Jones, Superintendent
Dyana Ledger, Business Manager

I. Call to Order

Chair Ditto called the meeting to order at 9:00 a.m.

II. Election of Officers

- **Chair**

Motion by Ralph Hickson to nominate Art Ditto as chair. Seconded by Tom Clifford. All in favor.

- **Vice-Chair**

Motion by Tom Clifford to nominate Ralph Hickson as vice-chair. Seconded by Art Ditto. All in favor.

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

The commissioners reviewed the Superintendents reports and data for the month of March. Superintendent Arik Jones noted that the bacteria samples for April have been drawn. The results should be available within a week. The Cedar well is still offline; however, it is still being flushed periodically with bacteria samples being taken. Spring flushing will begin throughout the district with the next week and will continue to mid-May. First quarter readings have been taken and the handhelds have been downloaded into the software. The bills will be processed within the next two weeks. Almost every house in the district has an MXU. There are about 70 meter pits that need to be radioed, which will be done after the flushing.

The commissioners made a request to have the Portsmouth water usage graphed monthly, as is being done with Rye's water.

Superintendent Jones will be placing the order for the new utility truck within the week. The truck was approved at the annual meeting in March. The Ford Escape, currently owned by the district, will be used as a trade-in towards the truck. The generator will be ordered within the month, as it may take some time for delivery. Severino would like to start the Garland project before Route 1A. There are permit costs required for the Route 1A project, which will need to be paid upfront. Severino will be moving forward on the permitting, as it will take a couple of months to receive. They will also be checking with the State on timeframe restrictions for work over the summer season. It is anticipated that the project will start sometime late August or September.

Motion by Ralph Hickson to accept the superintendent's report for the month of March. Seconded by Art Ditto. All in favor.

IV. Review minutes:

- **March 6, 2019**

Motion by Ralph Hickson to approve the minutes of March 6, 2019 as amended. Seconded by Art Ditto. All in favor.

V. Correspondence:

- An abutter's notice was received from the Planning Board regarding the Falzone project proposed at the corner of Washington Road and Route 1 (Breakfast Hill). The application is scheduled to be presented before the Planning Board on April 9th. Superintendent Jones has already spoken to the Planning Administrator about water district concerns and requirements for the project.

VI. Treasurer's Report for the months of January & February

The commissioners reviewed the Treasurer's reports for the month of January and February. There was a discussion on the auditor's feedback on monthly reconciliations from the Treasurer. The Business Manager will be meeting with the Treasurer to discuss a process for future balancing of accounts.

Motion by Ralph Hickson to accept the Treasurer's reports for the months of January and February pending a discussion with the Treasurer on the methodology of reconciling the bank accounts. Seconded by Tom Clifford. All in favor.

VII. Cash Flow Report for March & 1st Quarter

The commissioners reviewed the cash flow reports for the month of March and expenses for the first quarter based on the 2019 approved budget.

Motion by Ralph Hickson to accept the cash flow and first quarter reports. Seconded Tom Clifford. All in favor.

VIII. Town Planning and Zoning Minutes

- There were no projects of concern for the water district in the planning or zoning minutes.

IX. Old Business:

X. Other Business

- The 2019 Drinking Water Protection Conference is scheduled to be held on Thursday, May 16th. The commissioners and superintendent will be attending. Topics at the conference will include; State-wide private well sampling initiative; long-term water source planning; and updates to drinking water source protection.

XI. New Business

- The commissioners will be giving a water presentation to the 3rd grade students at the elementary school on Thursday, May 2nd. This will be the second annual presentation given at the school. Last year's presentation was well received and enjoyed by the students so the district has been invited to return. There will be approximately 60 students attending.

- **Annual Meeting Review**

There was discussion about a question that came up at the annual meeting in regards to taking funds for a project out of the budget versus presenting it to the district as a warrant article. Maintaining the system on a regular basis helps to keep the tax rate steady and avoid large increases all at once. The commissioners agreed that this is the best approach in managing the district.

Chair Ditto spoke to the commissioners about having a business model, for the current board, on how they run the water district. The water district has a budget with a portion coming from user fees, which basically covers the cost for providing water to customers. The other portion comes from taxes, which covers fire protection and capital improvements. If the district can do the Wallis Road project, by taking the funds out of budget and maintaining a similar tax rate, that is what the commissioners will do. If the residents of the district do not like that management style, they can change the commissioners. Chair Ditto noted that in his mind there is nothing wrong with paying out-of-pocket. This is just a management style. His philosophy on management is more conservative than mortgaging the Rye Water District to the "hilt". He also noted that what the Rye Water District bonds impacts the town's total bonding capacity. It is also important for the residents to keep in mind that if something happens in one part of the district, it effects the way the whole system is run. It is not isolated to just that one area so it is important to keep the system maintained.

There was some discussion on ways to promote the annual meeting to encourage and increase attendance at the meetings.

- **GASB Statement #75**

Dyana Ledger spoke to the commissioners in regards to the NH State Retirement GASB #75 compliance. The district will need to have a valuation completed in order to determine the district's liability for medical retirement benefits. Jefferson Solutions performs this service and has done so for the town. A proposal for scope of work was received from Jefferson Solutions in the amount of \$2,950. The funds can be taken out of the legal budget line item, as it was not budgeted for 2019 but is required to be done.

Motion by Ralph Hickson to enter into a contract with Jefferson Solutions in the amount of \$2,950 for the GASB 75 actuarial valuation two year report. Seconded by Tom Clifford. All in favor.

Adjournment

Motion by Ralph Hickson to adjourn at 9:48 a.m. Seconded by Tom Clifford. All in favor.

Respectfully Submitted,
Dyana F. Ledger