

## **RYE WATER DISTRICT**

May 4, 2022 – 9:00 a.m.

Water District Office – 60 Sagamore Rd.

### **Commissioners Present:**

**Arthur Ditto, Chair**

**Ralph Hickson**

**Scott Marion, via Zoom**

### **Others Present:**

**Arik Jones, Superintendent**

**Dyana Ledger, Business Manager**

**Selectman Phil Winslow**

**Tom Mack, Resident**

### **I. Call to Order**

Chair Ditto called the meeting to order at 9:05 a.m.

### **II. Approval of Minutes**

- April 6, 2022

**Motion by Ralph Hickson to approve the meeting minutes of April 6, 2022 as presented. Seconded by Scott Marion. Vote: 2-0-1 Abstained: Scott Marion**

- March 2, 2022 Public Hearing Minutes

**Motion by Ralph Hickson to approve the public hearing minutes of March 2, 2022 as presented. Seconded by Scott Marion. Vote: 2-0-1 Abstained: Scott Marion**

- March 26, 2022 Annual Meeting Minutes

**Motion by Scott Marion to table the meeting minutes of March 26, 2022 to the next meeting. Seconded by Ralph Hickson. All in favor.**

- April 18, 2022 Public Hearing Minutes

**Motion by Scott Marion to approve the public hearing minutes of April 18, 2022 as presented. Seconded by Ralph Hickson. All in favor.**

- April 27, 2022 Special Meeting Minutes

**Motion by Scott Marion to approve the special meeting minutes of April 27, 2022 as presented. Seconded by Ralph Hickson. All in favor.**

### **III. Superintendent's Monthly Report, Pumping Chart, and Data Report, and Bacteria Tests for April**

Superintendent Arik Jones presented his monthly report and pumping charts for the month of April.

- The water usage is about the same. With two wells being down, flushing was not able to start. The water operators have been working on just cleaning out the hydrants. There's a significant difference in unaccounted water totals from previous years. This year the total was 268,000 gallons to waste. The total is usually more like 1.5 million gallons. In reality, the numbers in usage were higher than they were last year.
- Severino is currently working on the driveway and site work at Garland. That project is coming to a completion. The fence work will be completed shortly after the paving is completed.
- Eversource has disconnected the temporary service to the Conex. The Conex has been moved to its permanent location. Permanent electrical and ethernet is being set up for operations. Eversource will be removing the old service pole and that will complete their work at the Garland site.
- Dan Saulnier from Wright-Pierce has been contacted to look at the parameters that might be causing the recent variable flow device (VFD) failures at the pump house. The parameters that were set for the controller might need to be reset to resolve the issue.
- Jacob Madore has completed the necessary paperwork and background check for the water operator position. He will be starting with RWD on May 16<sup>th</sup>.
- The distribution system and hydrants were laid out at Airfield Drive. However, the project has recently been put on hold due to funding issues.
- The Consumer Confidence Report (CCR) has been completed. Those are in the process of being mailed.
- Superintendent Jones is meeting with Rainscape Irrigation and Lawn Care to discuss the District's ideas for an interim water policy for irrigation.
- The Town Newsletter deadline is May 20<sup>th</sup>.

**Motion by Ralph Hickson to accept the Superintendent's report for the month of April. Seconded by Scott Marion. All in favor.**

### **IV. Chris Berg, Wright-Pierce**

**Chris Berg, Wright-Pierce**, gave an update to the Commissioners in regards to ongoing projects. The Wallis Road main replacement project is moving forward, as it was approved by

district vote at the special meeting on April 27<sup>th</sup>. The revised loan agreement is ready for signatures from the Commission.

The Commissioners discussed changing the terms of the loan from a ten-year to a twenty-year loan.

Mr. Berg agreed to follow up with DES in regards to revising the loan term. He noted that the loan still has to be approved by Executive Council, who will be meeting on June 1<sup>st</sup>. All paperwork will need to be submitted before that meeting date to be considered. Mr. Berg submitted an amendment for additional engineering services for the Garland pump house project, which covers the time extension for that project and design work for the new driveway.

Mr. Berg also submitted the paperwork to the Commissioners for the Drinking Water Infrastructure Grant through NH DES. The \$100,000 no match grant will be used by the District for asset management work. A vote by the Commission is needed to enter into the grant agreement with NH DES to fund a water system improvement project. A vote is also needed to authorize a representative of the Water District to sign any necessary documents related to the grant agreement.

**Motion by Scott Marion to authorize Arthur Ditto to execute any documents which may be necessary to effectuate the grant agreement with NH DES. Seconded by Ralph Hickson. All in favor.**

#### **V. Cash Flow Reports – April**

The Commissioners reviewed the cash flow reports for the month of April. There were no issues or concerns.

**Motion by Ralph Hickson to accept the cash flow reports for the month of April. Seconded by Scott Marion. All in favor.**

#### **VI. Treasurer's Report**

*Not available at time of meeting.*

#### **VII. Correspondence**

*None*

#### **VIII. Old Business**

##### **a. Interim Lawn Watering/Irrigation Policy**

**The Commissioners reviewed the draft Interim Lawn Watering/Irrigation Policy.** This interim Lawn Watering/Irrigation Policy is being implemented, prior to the 2022 heavy watering season, by RWD for use in managing lawn watering and irrigation practices while a formal comprehensive Lawn Watering/Irrigation Policy is developed and adopted by the RWD. The procedure being considered is beginning June 1<sup>st</sup>, 2022 a voluntary every-other-day watering

and/or irrigation requirement will be put into effect. To start this watering cycle, residents and businesses with odd number street addresses would begin their voluntary, every other day, watering cycle. On June 2<sup>nd</sup>, residents and businesses with even number street addresses will begin their voluntary, every other day, watering cycle.

There was some discussion about daily watering times that should be recommended in the policy. The Commissioners are in agreement with the concept; however, some work is still needed on the procedure. Superintendent Jones will work on getting some feedback on the policy from some local irrigation companies.

## **IX. New Business**

### **a. Conex Discussion**

Superintendent Jones noted that he reached out to the company that holds the rental for the Conex being used at the Garland pump house as an office for the water operators in the field. The structure can be purchased for \$16,000. Working conditions inside the pump house are such that the operators will not be able to have an office in that building. The N.H. Labor Board would also restrict the operators' time spent in the building. He feels the Conex is the simplest solution, whether RWD moves forward to purchase the structure or continue to lease.

The Commissioners agreed that for the remainder of this year, they will continue the rental on the Conex, as there may be another solution in the future with the possibility of a treatment plant.

### **b. Senior Operator Position**

Business Manager Dyana Ledger noted that there was some consideration being given to implementing a senior operator position. The idea is to move Greg Vaillancourt from a Scale 3 Water Operator to Scale 4 and to give him the title of Senior Water Operator. Mr. Vaillancourt has been with RWD for two and a half years. At this time, the RWD will not be filling the vacant assistant superintendent position, but will fill the void with the new senior operator position. Mr. Vaillancourt would be responsible for training and overseeing new hires coming in to the District, under the direction of the Superintendent. It is intended for this new position to take effect on May 16<sup>th</sup>, which is the same date the new hire will be starting. There are no issues with the 2022 budget for employee wages with this change in personnel.

**Motion by Scott Marion to approve the implementation of the Senior Water Operator Position, effective May 16, 2022. Seconded by Ralph Hickson. All in favor.**

## **X. Town Planning and Zoning Minutes**

*No issues or concerns were noted in the Town Planning and/or Zoning minutes.*

## **XI. Other Business**

*None*

**Motion by Scott Marion to adjourn at 10:28 a.m. Seconded by Ralph Hickson. All in favor.**