

**TOWN OF RYE – SELECT BOARD  
WORK SESSION  
Tuesday, February 8, 2022 – 9:00 a.m.  
Rye Town Hall**

**Present:** *Chair Bill Epperson, Vice-Chair Phil Winslow and Selectman Tom King*

**Others Present:** *Town Administrator Rebecca Bergeron, PWD Jason Rucker*

**9:00a.m.**

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Epperson called the meeting to order at 9:07 a.m. and led the pledge of allegiance.

**II. WORK SESSION**

**A. Deliberative Session Follow up**

Chair Epperson stated that he thought everything went well.

**B. ARPA Funds – Culverts**

**Salt Shed**

**Public Works Director Jason Rucker** presented the Board with the proposal from the sole source vendor, Iron Horse, for the salt shed facility. This proposal represents the public works crew doing some of the preparation for the building. Iron Horse will provide the concrete block foundation, the galvanized steel trusses, and the fabric to cover the trusses. The fabric has a 20-year warrantee. Public works will do the final site preparations, and the sub-grade work, which involves digging the trench for the electrical. They will be hiring a licensed electrician to do the actual electrical work. The proposal from Iron Horse is \$195,000. They do not have a quote from an electrician yet. However, Director Rucker is confident that the electrical will be straight forward, consisting of a conduit and maybe putting in a couple of subpanels, lights, and receptacles. They will then have to pave the interior concrete foundation and pave a ramp in the front for staging and loading. The budget for the project is \$325,000. The goal is to have it completed and operational by the next winter season. The existing building will be used as equipment storage.

The Board asked PWD Rucker to speak with Iron Horse about providing repair kits for the fabric. The Board also asked that PWD Rucker get an estimate of the costs to replace the fabric on the structure, in the case of a catastrophic event.

**Motion by Phil Winslow to approve the contract with Iron Horse, contingent upon repair kits being included, and to authorize Chair Bill Epperson to sign the agreement. Seconded by Tom King. All in Favor.**

The Board asked PWD Rucker for a monthly update on the project.

### **Culverts**

Director Rucker presented the Board with spreadsheets that outlined the culvert infrastructure of the Town. It includes:

- Physical condition of the culvert
- Capacity related to the water moving through the culvert
- Potential hazards of “topping over”

The Board asked PWD Rucker to update the list and to make sure that replacement requirements are consistent with the State.

Director Rucker reported that one culvert on Perkins Road is in the initial design phase with Wright-Pierce. It was initially going to be a concrete box culvert with no bottom and environmentally friendly. Now it doesn't seem that it is going to be a feasible option for that area, due to sewer and water piping restraints. Wright-Pierce is looking at putting in HTEP (plastic) pipe. The three types of pipes are: HTEP – polyethylene = most durable & easier to work with; corrugated metal (which is what is there now), it rusts and can be crushed over time, and reinforced concrete. Reinforced concrete boxed culverts are general used for environmental reasons.

When replacing a culvert, the old comes out and is replaced in-kind or upsized when possible. When looking at the spreadsheet of Rye's culverts; it seems that most of the culverts will require upsizing.

PWD Rucker explained that the conditions are changing due to climate changes and severity of the storms. He added that most towns are finding that their drainage systems do not have enough capacity to handle the severity of the storms coming through. In the summer a storm can last an hour and dump 4 inches of rain. The durations are short, the volume is high, and the system's capacity is overwhelmed. That is when there is flooding. The town is allowed to replace in-kind or upsize one pipe size without a bunch of permitting from the State. However, if there is an area where there is constant flooding, he would reach out to the engineers to design a solution. It is not the same as just replacing a rotten pipe in-kind.

PWD Rucker will be updating the culvert infrastructure spreadsheets. The goal is to have it done by this fall.

Selectman Winslow pointed out that with the funding becoming available, it would be good to have a couple of these projects shovel ready.

PWD Rucker responded that he could prioritize the list.

The Board discussed the possibility of prioritizing the list and taking the top ten to fifteen culvert projects for consideration in an application to the Coastal Resilience Grant Fund. Janet Stevens is Rye's representative on the Executive Council. She can help with the application process.

Administrator Bergeron explained that Ms. Stevens has already advised her and PWD Rucker about how to submit the application. As soon as the top culverts are identified, she and PWD Rucker will update the application and submit it. Once it is submitted, Administrator Bergeron will notify Ms. Stevens that it has been submitted and Ms. Stevens will track the progress.

There was discussion regarding having the engineering ready for the application. There is no money allocated in the Public Works Budget for design work. The timing of getting the engineering done for the application will not work.

Administrator Bergeron explained that usually on this type of project, the design work is done in one year and the construction is done the following year. Going forward, the capital outlay budget will have a line item for engineering.

After further discussion, it was decided that Perkins Road is far enough along to use for the application.

Further review of the culvert spreadsheet showed that some of the projects that were originally scheduled for 2018-2019 are not yet done. This was because of a number of factors, the largest being Covid.

There was discussion regarding the deferred maintenance on buildings, vehicles and road paving and repairs, during the same time frame for a lot of the same reasons.

PWD Rucker stated that he is seeing a need to increase the Heavy Equipment Capital Reserve Fund, in order to maintain the schedule of vehicle replacement. He stated that they will fall short of the replacement schedule in two years without increasing it. He added that if the Board is serious about taking an aggressive approach to getting the department up to date on other deferred maintenance, a lot of the line items will have to be increased. He explained that the focus this spring is to get the Salt Shed project moving, along with the annual maintenance items, such as, road striping, catch basin cleaning, etc.

Chair Epperson pointed out that it is easier to keep up, than to catch up.

Selectman King asked if the Coastal Resilience Grant Program will pay for engineering design.

Administrator Bergeron stated that is something she will have to look into.

PWD Rucker stated that he and Planning Administrator Kim Reed have a meeting with DES at the end of the week about the funds available to Rye and he will have more information at that time.

Administrator Bergeron explained that the Town had originally applied to the ARPA Funds for culvert replacement, but she was thinking that they might want to shift that to the Coastal Resilience Program. The total amount from ARPA was \$572,000. The Town has received \$266,000 of that money. Nothing has been disbursed yet and the funds are sitting in the general operating fund. They have committed \$300,000 for the painting of the water tank, \$166,000 to sewer for the pump station upgrade and \$150,000 for culverts. There is \$2,000 that has not been committed. She reminded the Board that they had talked about deferring the culverts and instead committed to digitalization, which is an approved use under IP Broadband and Communication. The digitalization will cost around \$84,000. The records that are being digitalized will not necessarily be destroyed and they are not even close to an online permitting solution for the Building Inspector's office. The town will not have online permits in the near future. What they will have will be a digitalization and document management solution.

There was a lengthy discussion regarding the digitalization and automating processes and the ultimate goals of the project.

### **OTHER BUSINESS**

- None

### **10:00 a.m.**

### **III. NON-PUBLIC SESSION (1) per RSA 91-A:3, II (a) Personnel (2) per RSA 91-A:3, II (l) Legal Advice**

**At 10:26 a.m., Bill Epperson made a motion to go into Non-Public Session per RSA 91-A:3 II (a) Personnel. Seconded by Phil Winslow. Roll Call: Winslow – Yes, Epperson – Yes, King - Yes.**

**At 10:30 a.m., Bill Epperson made a motion to come out of Non-Public Session. Seconded by Phil Winslow. Roll Call: Winslow – Yes, Epperson – Yes, King - Yes.**

**At 10:30 a.m., Bill Epperson made a motion to go into Non-Public Session per RSA 91-A:3 II (l) Legal Advice. Seconded by Phil Winslow. Roll Call: Winslow – Yes, Epperson – Yes, King - Yes.**

**At 11:04 a.m., Bill Epperson made a motion to come out of Non-Public Session. Seconded by Phil Winslow. Roll Call: Winslow – Yes, Epperson – Yes, King - Yes.**

### **ADJOURNMENT**

**Motion by Phil Winslow to adjourn at 11:05 a.m. Seconded by Bill Epperson. All in Favor.**

Respectfully Submitted,  
Dyana F. Ledger