



TOWN OF RYE SEWER COMMISSION

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**TOWN OF RYE SEWER COMMISSION MEETING AGENDA
RYE BEACH VILLAGE DISTRICT BUILDING, 830 CENTRAL ROAD, RYE BEACH, NH
TUESDAY, JUNE 9, 2020, 8:00 A.M.
MEETING VIA ZOOM**

In attendance: David Kohlhase, Chairman; David Adams, Commissioner and Lee Arthur, Administrator.

Guest: Drew Pierce, Seacoast Modular Homes

I. Call to Order and Pledge of Allegiance

The Rye Sewer Commission Meeting was called to order at 8:15 a.m.

II. Compliant Statement by David Kohlhase

A Checklist to Ensure Meetings are Compliant with the Right-to-Know Law During the State of Emergency

As Chair of the Sewer Commission, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

- a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing Zoom for this electronic meeting. All members of the Recreation Commission have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 646-558-8656, with meeting ID# 896-0893-4109 and password 110569, or by participating via Zoom with meeting ID# 896-0893-4109 and password 110569.

- b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom. Instructions have also been provided on the Town of Rye website at www.town.rye.nh.us

- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem, please call (603) 964-5523 or email kdrago@town.rye.nh.us

- d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know Law.

III. Roll Call

David Kohlhasse, Lee Arthur in the room; David Adams, no one else in the room, and Lee Arthur, David Kohlhasse in the room.

IV. Announcements

There were no announcements.

Motion was made by David Kohlhasse to take under Old Business, 2257 Ocean Boulevard, Map 5.3, Lot 7 out of order. Seconded by David Adams. All in favor roll call vote: David Kohlhasse, yes; and David Adams, yes. Motion carried.

V. Old Business

2257 Ocean Boulevard, Map 5.3, Lot 7

Included in the meeting packet was the Board of Adjustment Notice of Decision, the current property sewer tie, and updated sewer plans. Lee Arthur indicated that she inspected the sewer capping and a modular home will be constructed onsite. The builder attended the March 10, 2020 Sewer Commission Meeting and was provided a list of items that needed to be addressed including the sewer plans. Peter Kasnet has reviewed the plans and wanted to know the location of the cleanout; pointed out not to use a vertical 90 underground, use two 45 fittings; if pipe is less than 4 feet deep it must be insulated with at least 2 inch Styrofoam; and what does the 72" refer to on the plan.

The clean out location was discussed, and Drew Pierce indicated that it would be outside directly where the line exits the house within the first foot. He also mentioned that they would be using two 45 degree fittings and not a 90 degree. It was noted that the information/detail would need to be added to the sewer plan. The depth of the line is three feet and was not originally covered with Styrofoam. It was pointed out that Styrofoam is needed. The 72" on the plan referred to the invert for the site work contractor so he knows how far down the wall to place the pipe from top of foundation.

David Kohlhasse indicated that there is sewer at the property, and it is a reconnection. It was noted that a building permit has not been issued. Lee Arthur asked that the Sewer Department be notified in advance in order to schedule the inspection. Drew Pierce noted that the sewer reconnection would possibly take place at the end of June.

Motion was made by David Kohlase that the sewer reconnection at 2257 Ocean Boulevard be approved based on the condition that the sewer plans are updated (to show the location of the clean-out and two 45 degree fittings in place of a 90 degree fitting) and that all outstanding paperwork including the building permit is received. Seconded by David Adams. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried

VI. O&M Report, June 9, 2020

Consideration of the O&M Report

The flow summary for Church Road Station in March, 3,074,400 gallons and the rainfall amount was 2.82 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abenaqui Pump Station for March were reviewed. On March 10, 2020 one of the pumps was down temporary. The flow summary for Church Road Station for March in 2019 was 3,217,800.

The flow summary for Church Road Station in April, 4,543,100 gallons and the rainfall amount was 4.43 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abenaqui Pump Station for April were reviewed. The flow summary for Church Road Station for April in 2019 was 3,135,000.

The flow summary for Church Road Station in May, 3,080,000 gallons and the rainfall amount was 1.62 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abenaqui Pump Station for May were reviewed. The flow summary for Church Road Station for May in 2019 was 3,254,800.

Lee Arthur reported that the sewer system was flushed in May and the wet wells have been cleaned. She indicated that Chris-Co. has been contacted regarding a schedule to repair the sewer line at Jenness Beach Station.

Motion was made by David Kohlase to accept the O&M Report as read. Seconded by David Adams. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried

VII. Approval of Minutes

Consideration of Previous Meeting Minutes of January 9, 2020, January 14, 2020, February 11, 2020 and March 10, 2020.

The sewer commissioners reviewed the meeting minutes of January 9, 2020, January 14, 2020, February 11, 2020 and March 10, 2020.

Motion was made by David Kohlase to approve the Sewer Commission Meeting Minutes of March 10, 2020. Seconded by David Adams. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried.

Motion was made by David Kohlase to approve the Sewer Commission Meeting Minutes of February 11, 2020. Seconded by David Adams. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried.

Motion was made by David Kohlase to approve the Sewer Commission Meeting Minutes of January 14, 2020. Seconded by David Adams. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried.

Motion was made by David Kohlase to approve the Sewer Commission Meeting Minutes of January 9, 2020. Seconded by David Adams. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried.

VIII. Signing of Bills and Correspondence

Sewer Department Financial Reports

It was noted that current year's expenditures to the end of April were \$55,606.34 with 82.77 percent left. The Sewer Operational Account balance on April 8, 2020 was \$719,202.11. The Sewer Fund had a balance of \$581,483.76 on March 31, 2020. The Sewer Operational Account balance on May 9, 2020 was \$736,305.95. The Sewer Fund had a balance of \$581,676.82 on April 30, 2020.

Lee Arthur indicated that after the second quarter usage is received, she will be able to determine if the pandemic has affected revenue.

Bills

A manifest and check register was signed.

List of Sewer Charges and Fees Effective July 1-September 30, 2020

Included in the meeting packet were the List of Sewer Charges and Fees Effective July 1- September 30, 2020:

1. Hook-up Fee:
 - A. Front Footage Charge \$260.97/per foot
 - B. 50 Foot Front (minimum charge) \$13,048.50
 - 100 Foot Front \$26,097.00
 - 170 Foot Front (maximum charge) \$44,364.90
2. O.M.R. (Operating & Maintenance) Charge
Per Cubic Feet of H2O Consumption .075

Motion was made by David Adams to approve the List of Sewer Charges and Fees Effective July 1 – September 30, 2020 as presented. Seconded by David Kohlase. All in favor roll call vote: David Kohlase, yes; and David Adams, yes. Motion carried.

2020 Pre-Application NH Clean Water State Revolving Fund Loan Program

Included in the meeting packet was 2020 Pre-Application NH Clean Water State Revolving Fund Loan Program. Lee Arthur it may be advantages in the future to solicit funds for asset management and energy audits. She was concerned about the status of the Route 1 Project and where it stood as they could be eligible for funds under this program. The Sewer Commissioners directed her to forward the information to Tim Phoenix and Bill Epperson.

Other

Included in the meeting packet was an e-mail from Jeff Fort of 2310 Ocean Boulevard requesting that the outside meter display requirement be waived. He pointed out that he is a year-round resident and the interior meter can be read by himself or town representative.

Motion was made by David Kohlhase to waive the outside secondary meter reader requirements for 2310 Ocean Boulevard. Seconded by David Adams. All in favor roll call vote: David Kohlhase, yes; and David Adams, yes. Motion carried.

IX. Old Business

9 Perkins Road, Map 5.2, Lot 123

The capping has been inspected and the updated sewer plans have been reviewed and approved by Peter Kasnet.

59 West Atlantic, Map 8.4, Lot 22

The capping has been inspected and the updated sewer plans have been reviewed and approved by Peter Kasnet. However, construction has not started.

X. New Business

146 Perkins Road, Map 5.2, Lot 186

The capping has been inspected and the sewer plans have been reviewed and approved by Peter Kasnet.

Other

The next regular meeting of the Sewer Commission was set for Tuesday, July 14, 2020 at 830 Central Road, Rye, NH at 8:00 a.m.

XI. Adjournment

Motion was made by David Kohlhase to adjourn the meeting at 8:55 a.m. Seconded by David Adams. All in favor roll call vote: David Kohlhase, yes; and David Adams, yes. Motion carried.

**These are draft minutes. Please refer to the minutes of the next meeting for approvals/corrections.*