



## **TOWN OF RYE SEWER COMMISSION**

**Mailing: 10 Central Road, Rye, NH 03870**

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### **SEWER COMMISSION MEETING MINUTES**

**Tuesday, March 12, 2019, 8:00 A.M.**

**Rye Beach Village District Building**

**830 Central Road, Rye Beach, NH**

**In attendance:** David Kohlhase, Chairman; Peter Kasnet, Commissioner; and Lee Arthur, Administrator.

**Guest:** Don Glover and Chris Albert, Jones and Beach Engineers, Inc.

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

The Rye Sewer Commission Meeting was called to order at 8:09 a.m.

#### **II. Roll Call**

#### **III. Announcements**

There were no announcements.

#### **IV. O&M Report, February 12, 2019 and March 12, 2019**

##### **Consideration of the O&M Report**

The flow summary for Church Road Station in January was 3,119,100 gallons and the rainfall amount was 2.96 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abenaqui Pump Station for January were reviewed.

The flow summary for Church Road Station in February was 3,169,200 gallons and the rainfall amount was 2.72 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abenaqui Pump Station for February were reviewed.

A submersible transducer was purchased and is being installed at Jenness Beach Station. Lee Arthur is currently working on the EPA Report.

**V. Approval of Minutes**

**Consideration of Previous Meeting Minutes of December 11, 2018 and December 14, 2018; and January 8, 2019.**

The sewer commissioners reviewed the meeting minutes of December 11, 2018 and December 14, 2018.

*Motion was made by Peter Kasnet approve the Sewer Commission Meeting Minutes of December 11, 2018. Seconded by David Kohlase. Motion carried.*

*Motion was made by Peter Kasnet approve the Sewer Commission Meeting Minutes of December 14, 2018. Seconded by David Kohlase. Motion carried.*

It was noted that Peter Kasnet was not present at the Sewer Commission Meeting of January 8, 2019.

*Motion was made by Peter Kasnet to table the approval of the Sewer Commission Meeting Minutes of January 8, 2019 until the next Sewer Commission Meeting. Seconded by David Kohlase. Motion carried.*

**VI. Signing of Bills and Correspondence**

**a) Sewer Department Financial Reports**

Included in the meeting packet were the Financial and Treasurer Reports. At the end of December, 2018, \$223,558.07, 20.18% of the budget remained, however, funds were encumbered. At the end of February the current year's expenditures were \$29,529.31. The Treasurer's Report dated February 4, 2019 had a sewer operating fund balance of \$656,253.35 and sewer fund balance at January 31, 2019 as \$474,760.89. The Treasurers report dated March 4, 2019 had a sewer fund balance of \$592,067.46.

It was discussed that a manhole that is part of the force main on Route 1A in North Hampton needs to be sealed. Peter Kasnet pointed out that the manholes in East Atlantic Avenue are frequently under water and should also be examined.

**b) Other**

The Warrant for the Collection of Sewer Operations and Maintenance Cost from Adams Mobile Home Park for 1<sup>st</sup> quarter 2019 of \$10,868.52 was included in the meeting packet and an advertisement from the Regional Economic Development Center regarding their Priority Project List.

**VII. Old Business**

**a) Route 1 Sewer Warrant Article**

It was noted that the Town residents would be voting on the warrant article to expand the City of Portsmouth sewer system into Rye today.

## **VIII. New Business**

### **a) 8 Maple Avenue, Map 5.2, Lot 41**

Included in the meeting packet was e-mail correspondence from Chris Albert of Jones & Beach Engineers, Inc. representing Don Glover owner of 8 Maple Avenue and a Wetland Impact Plan.

It was pointed out that there was an existing foundation on the property that was installed in 2009 and that the sewer line was not into the foundation. Chris Albert presented the Utility and Stormwater Plan, C1 and Detail Sheet, D1 for the property. It was explained that there is evidence of an existing stub that is down 3.3 feet. It was mentioned that Mark from Sandbox Excavating is the site contractor and he will verify that elevation before laying pipe or coring the foundation. There is approximately 100 linear feet of sewer with a clean-out. There is a section of the sewer pipe where the top and the side would be insulated. Peter Kasnet asked that once the invert is verified and pitch determined the Sewer Department would be notified immediately and the plans updated with the notes. It was noted that at this time a building permit had not been acquired.

It was discussed that the property has 100 feet of frontage and that the current hook-up fee is \$254.61 per foot until March 31, 2019. Therefore, the hook-up fee if paid prior to March 31, 2019 would be \$25,461.00.

The following lists of basic sewer conditions to connect were reviewed:

- Hook-up Fee must be paid in full.
- Obtain a Sewer Permit
- Proof of a buildable lot (variances etc.)
- Submit the final Engineering Plans to the Sewer Commission for review and approval.
- Engineering As Built Plans signed off by the designing engineer. That includes horizontal and vertical control of elements constructed. Submitted to the Sewer Commission after construction is complete for review and approval.
- NHDES Application for Sewer Connection Permit if required.
- Shore Land Protection Permit to be obtained from the State of NH if required.
- Wetlands Permit to be obtained from the State of NHDES if required.
- Town of Rye Floodplain Development and Building Ordinance Permit if required.
- Contractor to provide Certificate of Insurance before construction starts. Amount and scope of coverage to be approved by Sewer Commission's legal counsel. Rye Sewer Commission and Town of Rye to be named as an insured.
- Easement obtained by any other property owners effected.
- The Town of Rye Sewer Use Ordinance must be followed.
- The Basic Requirements for Sewer Installations must be followed.
- The contractor and or design engineer is responsible for all testing as indicated in the Basic Requirements for Sewer Installations document.
- Rye Sewer Commission Installer License (\$100.00).

- Excavations permit if needed.
- Construction may not start until all conditions are satisfied.

*Motion was made by Peter Kasnet to allow 8 Maple Avenue, Map 5.2, Lot 41 to connect to the sewer service as long as all conditions are met and it is approved building lot. Seconded by David Kohlase. Motion carried.*

## **IX. Adjournment**

The next meeting of the Sewer Commission is scheduled for April 9, 2019.

*Motion was made by Peter Kasnet to adjourn the meeting at 8:37 a.m. Seconded by David Kohlase. Motion carried.*

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