



TOWN OF RYE SEWER COMMISSION

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SEWER COMMISSION MEETING MINUTES

Tuesday, April 12, 2022, 8:00 a.m.

Rye Beach Village District Building

830 Central Road, Rye Beach, NH

In attendance: David Kohlhase, Chairman; Susan Labrie, Commissioner; John McCune, Commissioner; and Lee Arthur, Sewer Director.

Guest: Brian Schutt, NHDOT District Six Engineer

I. Call to Order and Pledge of Allegiance

The Rye Sewer Commission Meeting was called to order at 8:13 a.m.

II. Announcements

There were no announcements.

III. Public Comment

There were no comments.

Motion was made by Susan Labrie to take New Business out of order. Seconded by John McCune. Motion carried.

IV. New Business

a) NHDOT Drainage Project

Brian Schutt, NHDOT District Six Engineer was present and provided an overview of a drainage project that is taking place around 2125 Ocean Boulevard and Cable Road. He indicated that stone and sand will be stored in a 40' by 100' area in the right-way behind the Jenness Beach Pump Station. Jersey barriers will be used to contain the material and temporary access would be from the side of the road. Flaggers will be present to control traffic. The project is anticipated to take two months although he is hopefully that it will be less. The area would be restored to prior condition upon completion of work.

On April 1, 2022, NHDOT excavated around the manhole south of 2125 Ocean Boulevard to determine depth of pipe. Brian Schutt indicated that the sewer line maybe at the same grade as where they need to put the drainage. The plan is to expose the private sewer line to determine the location. He indicated that there were 2-3 different excavation permits on file with the NHDOT. He needs to ensure that the drainage pipe can clear the sewer line, or it will need to be moved.

b) NHDOT Route 1A Resurfacing (September 2022)

Lee Arthur attended the State of NH Pre-Construction Meeting for District 6 Resurfacing on April 5, 2022. The State plans on resurfacing 5.2 miles of 1A from Cusack Road in Hampton northerly to a P/J ~ 0.2 miles north of Harbor Road in Rye. The Town of Rye Sewer Department has 9 structures est. that would be affected and is responsible for raising the manholes.

Continental Paving Inc. was awarded the contract by the state and the plan is to have them raise the structures.

c) Pump Stations Energy Evaluation

The Pump Stations Energy Evaluation has been completed and discussion was tabled until the next regular meeting of the Sewer Commission.

d) New Utility Billing Software

The Tax Office has a new integrated fund accounting software and the Sewer Department has adopted the utility billing module. Significant amount of time has been spent on the set-up. The Sewer Commissioners compared an old and new bill. The new bill has more information including device, monthly reads and a scannable bar code. It is anticipated that the new software will aid in the efficiency of the billing process and collection of funds.

V. Consideration of the O&M Report, April 12, 2022

The flow summary for Church Road Pump Station in March was 3,401,200 gallons, the flow for the same period last year was 2,965,100 gallons. The rainfall for March was 2.37 inches. There were no irregularities noted at the pump stations.

On March 28, 2022 the exterior grease tank was cleaned, and the new interior grease trap was inspected at Abenauqui Country Club and on March 19, 2022 the sewer was capped and inspected at 45 Church Road.

The Hazard Mitigation Plan for the Town has been recently updated and is currently under review. Sewer has been added to the plan and the following are identified mitigation actions: Sewer infrastructure risk assessment to increase system resilience; Generator replacement at Abenauqui and Church Road Pump Stations; Installation of external plugs to support mobile generators for the three sewer pump stations; and continue manhole improvements to prevent floodwater from entering the sewer system.

It was noted that the 2022 Water Infrastructure Workshop is underway and from April 11-15, 2022.

Motion was made by Susan Labrie to approve the O&M Report of April 12, 2022. Seconded by John McCune. Motion carried.

VI. Approval of Minutes

a) Sewer Commission Meeting Minutes of March 8, 2022

The sewer commissioners reviewed the meeting minutes of March 8, 2022.

Motion was made by Susan Labrie to approve the Sewer Commission Meeting Minutes of March 8, 2022. Seconded by John McCune. Motion carried.

VII. Signing of Bills and Correspondence

a) Sewer Department Financial Report

At the end of March 2022, \$75,083.03 of the sewer budget had been expended and 79.16% of the budget remains.

b) Signing of Bills

The Accounts Payable Check Register and Accounts Payable Payment Manifest amount of \$34,438.94 was signed.

c) Warrant for the Collection of Sewer Operation & Maintenance Cost & Capital Cost April 4, 2022

The warrant (billing) for the Collection of Sewer Operation & Maintenance Cost & Capital Cost April 4, 2022 was for \$43,020.00.

d) Sewer Charges and Fees Effective April 1-June 30, 2022

1. Hook-up Fee:

- | | |
|-----------------------------------|-------------------|
| A. Front Footage Charge | \$274.17/per foot |
| B. 50 Foot front (minimum charge) | \$13,708.50 |
| 100 Foot Front | \$27,417.00 |
| 170 Foot Front (maximum charge) | \$46,608.90 |

2. O.M.R. (Operating & Maintenance) Charge

Per Cubic feet of H2O Consumption .09

Motion was made by Susan Labrie to approve List of Sewer Charges and Fees Effective April 1 – June 30, 2022. Seconded by John McCune. Motion carried.

VIII. Old Business

a) Sewer Expansions

The Sewer Commission met on March 30, 2022 with the Select Board regarding sewer expansions and another work session is scheduled for May 3, 2022 at 9:00 a.m.

IX. Adjournment

The next regular monthly meeting of the Sewer Commission was tentatively scheduled for May 10 12, 2022 at 8:00 a.m.

Motion was made by Susan Labrie to adjourn the Sewer Commission Meeting at 9:10 a.m. Seconded by David Kohlhasse. Motion carried.

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