



TOWN OF RYE SEWER COMMISSION

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SEWER COMMISSION MEETING MINUTES

Tuesday, June 21, 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: Chuck White, Gray Construction

I. Call to Order and Pledge of Allegiance

The Rye Sewer Commission Meeting was called to order at 8:05 a.m.

II. Announcements

There were no announcements.

III. Public Comment

There were no comments.

Motion was made by Susan Labrie to take out of order under Old Business b) 22 Jenness Avenue, Parcel ID 084-054. Seconded by John McCune. Motion carried.

22 Jenness Avenue, Parcel ID 084-054

The sewer service was capped and inspected on April 28, 2022 and Sewer Permit Application received on May 6, 2022 for 22 Jenness Avenue. The existing building was demoed, and a new home is to be built by Gray Construction LLC. At the last meeting of the Sewer Commission on May 10, 2022 the unstamped Proposed Conditions Plan and Stormwater Management Plan was reviewed. There were questions regarding why the proposed path and configuration was chosen, where the clean out is located as well as what fittings are being utilized. The plans submitted were not approved. The Sewer Permit Application was resubmitted on May 31, 2022 with a new plan (utility) providing the sewer detail. Chuck White was present and submitted another updated plan that indicated that there would be an interior cleanout, but the location was to be determined. The plan was reviewed by the Sewer Commission and approved.

Motion was made by John McCune to approve the sewer plans and reconnection of 22 Jenness Avenue, Parcel ID 084-054 as submitted. Seconded by Susan Labrie. Motion carried.

IV. Consideration of the O&M Report, June 21, 2022

The flow summary for Church Road Pump Station in May was 2,471,000 gallons, the flow for the same period in 2021 was 2,829,900 gallons. The rainfall for May was 2.11 inches. There were no irregularities noted at Abenaqui, Jenness Beach and Church Road Pump Stations.

Lee Arthur indicated that she is registered for the Environmental Finance Center Network (EFCN) NH Training Session - Intermediate Asset Management: Beyond the Basics in Concord on June 23, 2022 and is meeting with Eliza Stycznski of NHDES to discuss asset management opportunities. Flushing was carried out on Thursday, June 9, 2022 and the wet wells were cleaned on Thursday, June 16, 2022.

E-mail correspondence was received by Greg Bauer dated June 20, 2022, asking for permission to store a small lull inside the fence for the Church Road Pump Station or in the vicinity until next spring when a new structure will be built on 45 Church Road. It was discussed that permission could not be granted and Lee Arthur was directed to notify Greg Bauer. Lee Arthur indicated that the plans for 155 Cable Road have been approved previously and the connection fee is \$41,125.50 based on 150 feet of frontage. The connection fee has been communicated to the property owner.

Motion was made by Susan Labrie to approve the O&M Report of June 21, 2022. Seconded by John McCune. Motion carried.

V. Approval of Minutes

a) Sewer Commission Meeting Minutes of May 10, 2022

The sewer commissioners reviewed the meeting minutes of May 10, 2022.

Motion was made by Susan Labrie to approve the Sewer Commission Meeting Minutes of May 10, 2022. Seconded by John McCune. Motion carried.

VI. Signing of Bills and Correspondence

a) Sewer Department Financial Report

At the end of May 2022, \$125,904.40 of the sewer budget had been expended which includes \$28,993.94 of prior year encumbrances. The report indicated that 65.05% of the budget remains, however that accounts for encumbrances. Therefore, actually 73% of the budget remains.

b) Signing of Bills

Bills were signed.

c) Sewer Charges and Fees Effective July 1-September 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 John McCune to approve List of Sewer Charges and Fees Effective July 1 –September 30, 2022. Seconded by Susan Labrie. Motion carried.

- d) **Flood Smart Seacoast Non-Financial Technical Assistance – Notice of Selection**
The Sewer Commission applied for a Flood Smart Seacoast Non-Financial Technical Assistance Grant, for assistance in accessing FEMA Hazard Mitigation Funding and has been selected. The technical assistance support is for a maximum 18-month period from June 2022 to December 2023. Possible projects are: The completion of a risk assessment of the sewer infrastructure to identify mitigation measures to increase system resilience; replace and install outdated generators at two pump stations and install external plugs at three pump stations to accommodate a mobile generator; and manhole improvements to prevent floodwater from entering sewer system.

- e) **62 Cable Road, Parcel ID 081-072 Request to Waive External Meter Reader Requirement**
Patrick Malanaphy of 62 Cable Road is having a secondary meter installed and requested that the external meter reader requirement be waived.

Motion was made by Susan Labrie to waive the external meter reader requirement for 62 Cable Road. Seconded by John McCune. Motion carried.

- f) **8 McLaughlin Drive, Parcel ID 052-021 Request to Waive External Meter Reader Requirement**
Tony Hochschwender of 8 McLaughlin Drive is having a secondary meter installed and requested that the external meter reader requirement be waived.

Motion was made by Susan Labrie to waive the external meter reader requirement for 8 McLaughlin Drive. Seconded by John McCune. Motion carried.

- g) **91 South Road, Parcel ID 002-038 Secondary Meter Application and Inspection**
The Sewer Commission reviewed the secondary meter installation and inspection photographs for 91 South Road.

VII. Old Business

- a) **9 Surf Lane, Parcel ID 084-0721**
The Sewer Commission reviewed the sewer reconnection pressure test and inspection photographs for 9 Surf Lane.

b) 22 Jenness Avenue, Parcel ID 084-054

Was taken out of order and was addressed at the beginning of the meeting.

c) Wright-Pierce Pump Station Assessments

The Rye Sewer Commission reviewed the Wright-Pierce Pump Station Assessment Report and discussed that the first line of business is to develop a request for qualifications and proposals to design build (repair/replace) Abenaqui Pump Station. It was discussed that different approaches could be taken. The goal is to have the RFQ/P completed prior to the July 12, 2022, Sewer Commission Meeting. Then shortly after schedule a mandatory site walk at Abenaqui Pump Station for those who plan on making a submission, Mike Dube, Hampton's WWTP Operations Manager needs to be present. It was discussed that the pricing in the report was unrealistic and not confirmed and once Abenaqui Pump Station is addressed the other improvements could be evaluated.

d) Clean Water State Revolving Fund Application(s)

The Sewer Commission reviewed three CWSRF Pre-Applications (1. Wastewater Vertical and Horizontal Asset Management, 2. Abenaqui Pump Station Replacement, 3. I/I Assessment and Reduction Plan).

e) Route 1 Sewer

The City of Portsmouth Engineer, Terry Desmarais and Peter Rice, Director of Public Works will make a presentation to the Select Board and Sewer Commission regarding Route 1 Sewer on Thursday, June 30, 2022, 9:45 a.m. at Rye Town Hall (Court Room). This is in response to a letter indicating Rye's interest in revisiting the Intermunicipal Agreement to facilitate the extension of the Portsmouth sewer system along Lafayette Road and request to understand next steps. The Sewer Commission was asked if they had any other questions for Portsmouth outside the context of the letter. No additional questions were noted. It was discussed that it is important to understand what Portsmouth needs to secure an intermunicipal agreement.

f) NHDOT Drainage Project

Lee Arthur indicated that she reached out to Brian Schutt, NHDOT District Six Engineer for an update on the drainage project that was to take place around 2125 Ocean Boulevard and Cable Road. He indicated at the Sewer Commission Meeting on April 12, 2022, that stone and sand will be stored in a 40' by 100' area in the right-way behind the Jenness Beach Pump Station. The project was anticipated to take two months, however, to date no activity has been noted. The Town of Rye DPW Director was informed that the State was not moving forward with the project.

g) NHDOT Route 1A Resurfacing (September 2022)

Lee Arthur indicated that on June 14, 2022 she met with Scott Thibeault, Continental Paving Project Manager to review the structures (+/-10) that need to be raised as part

of the Route 1A Resurfacing. Once the cost is determined the Sewer Commission will be notified.

h) Adams Mobile Home Park

E-mail correspondence was received from James Connick of Adams Mobile Home Park on June 16, 2022 indicating that he is still waiting for a response from his engineer and the holding tanks were pumped out on May 5, 2022.

VIII. New Business

a) 25 Sagamore Road, Parcel ID 024-021

The Sewer Commission reviewed the Sewer Permit Application and Plans for 25 Sagamore Road to connect to the City of Portsmouth Sewer System. Susan Labrie recused herself from the discussion. It was discussed that the property is connecting to the City of Portsmouth Sewer System and needs to meet their requirements.

Motion was made by John McCune to approve the sewer connection plans of 25 Sagamore Road, Parcel ID 024-021. Seconded by David Kohlase. Motion carried. Susan Labrie abstained.

b) CIP Projects for 2023-2028

It was discussed that the CIP Submission for 2023-2028 is due July 15, 2022. The 2023 – 2028 CIP Project Request that lays out the capital expenditures to Hampton's WWTP (bond schedule of the Rye's 4% required contribution) was reviewed. It is submitted each year and updated accordingly. Two other projects were submitted last year, one for a generator at Church Road Pump Station (\$40,000) and another for the replacement of two pumps at Jenness Beach Pump Station (\$18,000). These projects were paused in anticipation of the results of a pump stations assessment. It was discussed adding two additional projects the Abenaqui Pump Station upgrades and a I/I Assessment and Reduction Plan.

c) Other

David Kohlase suggested the need for a part-time Clerk of the Works. It was decided that it would be further explored. He also noted that John McCune could assist in analyzing the departments finances and expressed interest in reaching out to the Civic League to keep them informed of matters that pertain to sewer.

IX. Adjournment

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

Motion was made by Susan Labrie to adjourn the Sewer Commission Meeting at 9:47 a.m. Seconded by John McCune. Motion carried.

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