



## **TOWN OF RYE SEWER COMMISSION**

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

**Physical: 830 Central Road, Rye Beach, NH 03870**

**(603) 964-6815, Fax (603) 964-1516**

### **SEWER COMMISSION MEETING MINUTES**

**Tuesday, July 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.

**I. Call to Order and Pledge of Allegiance**

The Rye Sewer Commission Meeting was called to order at 8:10 a.m.

**II. Announcements**

There were no announcements.

**III. Public Comment**

There were no comments.

**IV. Consideration of the O&M Report, July 12, 2022**

The flow summary for Church Road Pump Station in May was 2,455,400 gallons, the flow for the same period in 2021 was 2,630,800 gallons. The rainfall for June was 1.91 inches. There were no irregularities noted at Abenaqui, Jenness Beach and Church Road Pump Stations.

The backflow preventors at Church Road and Jenness Beach Station were tested and passed. Lee Arthur attended the Environmental Finance Center Network (EFCN) NH Training Session - Intermediate Asset Management: Beyond the Basics in Concord on June 23, 2022 and met with Eliza Stycznski of NHDES to discuss what work the Sewer Department has completed to date in regards to asset management and what else could be accomplished.

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

**V. Approval of Minutes**

**a) Sewer Commission Meeting Minutes of June 21, 2022**

The Sewer Commissioners reviewed the meeting minutes of June 21, 2022.

*Motion was made by John McCune to approve the Sewer Commission Meeting Minutes of June 21, 2022. Seconded by Susan Labrie. Motion carried.*

**VI. Signing of Bills and Correspondence**

**a) Sewer Department Financial Report**

At the end of June 2022, \$147,672.87 of the sewer budget had been expended which includes \$32,563.06 of prior year encumbrances. The actual amount spent minus the encumbrances is \$115,079.81. The report indicated that 59.01% of the budget remains, however that accounts for encumbrances. Therefore, 68% of the budget remains.

**b) Signing of Bills**

The Sewer Commissioners signed the Accounts Payable Check Register and Accounts Payable Payment Manifest in the amount of \$8,675.15.

**c) Application for Sewer Installers License Peter Nicol, Peter D. Nicol Excavating Inc.**

A Sewer Installers License Application and fee was received from Peter Nicol of Peter D. Nicol Excavating Incorporated. He holds a current septic installer permit with the NHDES and has been installing sewer systems for 35 years. His application was vetted and approved. He connected 155 Cable Road, Parcel ID 081-013 to the Town of Rye Sewer System.

**d) 8 McLaughlin Drive, Parcel ID 052-021 Secondary Meter Application and Inspection**

The Sewer Commission reviewed the Secondary Meter Application and the installation and inspection photographs for 8 McLaughlin Drive.

**VII. Old Business**

**a) 155 Cable Road, Parcel ID 081-013, Inspection**

The Sewer Commission reviewed the inspection photographs (sewer connection and pressure test) for 155 Cable Road, Parcel ID 081-013. The hook-up fee was \$41,125.50 and has been paid.

**b) CIP Projects for 2023-2028**

The Sewer Commission reviewed the CIP Submission for 2023-2028 due July 15, 2022. Which included: The capital expenditures to Hampton's WWTP (bond schedule of the Rye's 4% required contribution); Status update on the Church Road Pump Station Generator Replacement and the Jenness Beach Pump Station Pumps Replacement. There was a new CIP Project Request for the Abeniqui Pump Station Upgrades. It was noted that these projects are anticipated to be covered by grants and user fees.

*Motion was made by Susan Labrie to approve the CIP Submission for 2023-2028. Seconded by John McCune. Motion carried.*

**c) Route 1 Sewer**

The Sewer Commission Work Session with the Rye Select Board on June 30, 2022 was discussed. The City of Portsmouth indicated that a necessary step in the general process for a sewer extension was a further capacity evaluation. That would identify the feasibility and any improvements required. However, the Town voted in favor of an expansion of the City of Portsmouth's sewer system ending at Route 1/Washington Road intersection at no cost to the Town.

The developer interested in constructing two 40-unit multifamily housing developments on Route 1 in Rye, was present at the work session. His representative recently requested the prior intermunicipal agreement that was not approved between Portsmouth and Rye and the intermunicipal agreement between Portsmouth and Greenland. Both agreements were provided as well as the Rye Line Pumping Station Capacity Evaluation conducted by CMA Engineers revised January 30, 2020.

It was discussed that the Sewer Commission is the authorized authority to negotiate an intermunicipal agreement with the City of Portsmouth, but it must be at no cost to the Town.

**VIII. New Business**

**a) Request for Qualifications and Proposals Design/Build Abenaki Pump Station**

A draft Request for Qualifications and Proposals Design/Build Abenaki Pump Station and Legal Notice was reviewed. It was discussed that it is not 100% completed and was provided as an update. It was discussed that the documents need more work and that a contract also needs to be developed. The RFQ/P would indicate that the project should not exceed \$100,0000. Once complete the Legal Notice will be published in the newspaper, posted on the Town of Rye Website and distributed.

**b) Wastewater State Aid Grant Program Pre-Application**

The Sewer Commission reviewed a pre-application for State Water Pollution Control Grant. It was discussed that the program covers indebtedness and was submitted in case the Abenaki Pump Station Replacement Project cost more than anticipated and would require a loan.

**IX. Adjournment**

The next regular monthly meeting of the Sewer Commission was tentatively scheduled for August 9, 2022 at 8:00 a.m.

***Motion was made by Susan Labrie to adjourn the Sewer Commission Meeting at 9:07 a.m. Seconded by John McCune. Motion carried.***

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