



## **TOWN OF RYE SEWER COMMISSION**

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

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

### **SEWER COMMISSION MEETING MINUTES**

**Tuesday, October 10, 2023, 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:** Bruce Scamman, James Verra & Associates, Inc. & Emanuel Engineering, Inc. and Joe Tucker, Tucker Associates LLC.

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

The Rye Sewer Commission Meeting was called to order at 8:04 a.m.

#### **II. Announcements**

There were no announcements.

#### **III. Public Comment**

There were no comments.

#### **IV. New Business**

##### **a) 50 South Road, Parcel Id 002-049**

The Sewer Commissioners reviewed the sewer plans prepared by Bruce Scamman, James Verra & Associates, Inc. & Emanuel Engineering, Inc. for an additional structure (event barn) proposed at 50 South Road. The builder is Joe Tucker, Tucker Associates LLC. It is proposed that the new structure connect to the existing sewer service at the front of the property, prior to the main house.

It was discussed that a Sewer Permit is required. The Town of Rye Sewer Use Ordinance and 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 and the installer must be licensed with the Rye Sewer Commission. It was noted that engineering as built plans signed off by the designing engineer, that includes horizontal and vertical control of elements constructed are to be submitted to the Sewer Commission after construction is complete for review and approval.

***Motion was made by John McCune to approve the sewer plans dated October 9, 2023 from Emanuel Engineering and sewer connection for 50 South Road, Parcel Id 002-049. Seconded by Susan Labrie. Motion carried.***

**b) 2024 Sewer Budget**

Memorandum dated September 28, 2023 from Becky Bergeron, Finance Director provided guidelines for budget preparation and the budget schedule. It was noted that October 16, 2023 is the deadline to submit the 2024 Sewer Budget. It was discussed that the amount budgeted for Hampton Treatment needs to be increased based on 2023 actuals; additional funds need to be set aside for legal cost as the Intermunicipal Agreement with Hampton needs to be renewed; and planned pump station upgrades require engineer review, therefore additional funds should be budgeted under that line item. The Board of Selectmen Budget Work Session is scheduled for Thursday, November 2, 2023 and the Budget Committee Work Session is scheduled for Wednesday, November 15, 2023.

**V. Consideration of the O&M Report, October 10, 2023**

The flow summary for Church Road Pump Station in September was 4,933,200 gallons, the flow for the same period in 2022 was 2,409,800 gallons. The rainfall for August was 4.95 inches. There were no irregularities in the pump runtimes at Church Road, Jenness Beach and Abeniqui Pump Station.

It was discussed that Underwood Engineers recommend the proposed new generator for the Church Road Pump Station be evaluated further. The scope of work would include reviewing the background information; size the generator; site visit; assess electrical and building impacts; sketches to demonstrate proposed conditions; summary memorandum and a meeting to discuss findings.

The original generator was sized for a single pump operating. Based on current flows both pumps have operated during high flow conditions. These high flow conditions are most likely to coincide with loss of power. Generator emission standards have changed significantly, which has led to larger motors. A larger generator will require more room and ventilation needs. Thus, there is a need to consider the impacts to the existing building and potential changes to the intake and exhaust louvers. In addition, the automatic transfer switch most likely will need to be changed. It was discussed to proceed and request a scope of service. The structural needs at each pump station were reviewed and discussed.

*Motion was made by Susan Labrie to approve the O&M Report of October 10, 2023.*

*Seconded by John McCune. Motion carried.*

**VI. Approval of Minutes**

**Sewer Commission Meeting Minutes of September 12, 2023**

The Sewer Commissioners reviewed the meeting minutes of September 12, 2023.

*Motion was made by David Kohlase to approve the Sewer Commission Meeting Minutes of September 12, 2023. Seconded by John McCune. Motion carried.*

**VII. Signing of Bills and Correspondence**

**a) Sewer Department Financial Reports**

At the end of September 2023, \$227,216.93 plus \$47,159.74 of prior years' expenditures had been expended, \$198,431.07, 46% of the budget remains.

**b) Signing of Bills**

The Warrant for the Collection of Sewer Operation & Maintenance Cost (sewer billing) in the amount of \$167,644 to be collected was signed.

**c) Benny Robbins. REX, Application for Sewer Installers Licenses**

A Sewer Installers License Application and fee was received from Benny Robbins of Robbins Excavation. He holds a current septic installer permit with the NHDES and has held a Town of Rye Sewer Installers License in the past. His application was vetted and approved. He will be connecting a new build to the existing sewer service at 89 Cable Road

**d) Richard C. Hartmann, Application for Sewer Installers License**

A Sewer Installers License Application and fee was received from Richard C. Hartmann of Hartmann Enterprises. He holds a current septic installer permit with the NHDES and has held a Town of Rye Sewer Installers License in the past. His application was vetted and approved. He will be connecting a back structure to the existing sewer service at 50 South Road.

**e) Other**

It was discussed that other Sewer Departments have a fixed charge in addition to a consumption charge and it would be explored in the future.

**VIII. Old Business**

There was no old business.

**IX. Adjournment**

The next meeting of the Sewer Commission was tentatively scheduled for November 14, 2023 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.*