



## TOWN OF RYE SEWER COMMISSION

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### SEWER COMMISSION MEETING MINUTES

Tuesday, February 13, 2018, 8:00 A.M.

Rye Beach Village District Building

830 Central Road, Rye Beach, NH

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

#### 1. Call to Order and Pledge of Allegiance

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

#### 2. Roll Call

#### 3. Announcements

There were no announcements.

#### 4. O&M Report, February 13, 2018

The flow summary for Church Road Station in January was 3,339,800 gallons and the rainfall amount was 2.89 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abenaqui Pump Station for January were reviewed and it was noted that the pumps are running well.

Lee Arthur indicated that the Town of Hampton is presenting a warrant to their residents in the amount of \$11,780,000 for the purpose of constructing the necessary upgrades and improvements to the Waste Water Treatment Plant. The length of the bond and the impact on Rye is to be determined.

*Motion was made by Peter Kasnet to accept the Operations and Maintenance Report as presented. Seconded by David Adams. Motion carried.*

#### 5. Approval of Minutes

The Sewer Commissioners reviewed the meeting minutes of October 10, 2017 and January 9, 2018.

*Motion was made by David Adams to accept the Sewer Commission Meeting Minutes of October 10, 2017 as presented. Seconded by David Kohlhase. Motion carried.*

*Motion was made by Peter Kasnet to accept the Sewer Commission Meeting Minutes of January 9, 2018 as presented. Seconded by David Kohlhase. Motion carried.*

#### 6. Signing of Bills and Correspondence

##### Sewer Department Financial Reports

Included in the meeting packet were Financial and Treasurer Reports. At the end of January, 2018 the current year's expenditures were \$25,442.34 of which \$14,804.93 was Hampton Treatment cost and \$752.65 Hampton Transport cost from 4<sup>th</sup> quarter 2017. Lee Arthur explained that the funds were encumbered and after the Town of Rye vote in March the current year's budget would be present in the financial reports. If the proposed budget passes the Hampton Treatment and Hampton Transport cost would be placed under the encumbrance line.

The Treasurer's Report dated February 5, 2018 had the sewer fund balance at \$558,807.31.

### **Bills**

The Sewer Commissioners signed bills. Lee Arthur indicated that the 1<sup>st</sup> quarter billing for usage October 1-December 31, 2017 will be completed shortly and then the secondary meter abatements will follow. She noted that many secondary meter customers have not submitted a read or have submitted a read for the wrong meter and that she will be forwarding them a letter.

### **Sewer Commission Annual Report for 2017**

The Sewer Commission Annual Report for 2017 was included in the meeting packet.

### **Warrant for the Collection of Sewer Operations and Maintenance Cost from Adams Mobile Home Park dated January 22, 2018.**

The Warrant for the Collection of Sewer Operations and maintenance Cost from Adams Mobile Home Park dated January 22, 2018 was included in the meeting packet. It was noted that the charges assessed for 1<sup>st</sup> quarter 2018 were \$9,054.83 and after adjusting the difference between the estimated amount billed to Adams Mobile Home Parks, Inc. and the actual amount billed by the City of Portsmouth for 4<sup>th</sup> quarter 2017, the amount to be collected was \$9,552.49.

### **Sewer Charges and Fees Effective January 1 - March 31, 2018**

The Sewer Charges and Fees Effective January 1 - March 31, 2018 are as follows:

1. Hook-up Fee:
  - A. Front Footage Charge \$248.40/per foot
  - B. 50 Foot Front (minimum charge) \$12,420.00
  - 100 Foot Front \$24,840.00
  - 170 Foot Front (maximum charge) \$42,228.00
2. O.M.R. (Operating & Maintenance) Charge  
Per Cubic Feet of H2O Consumption .055

### **7. Old Business**

There was no old business.

### **8. New Business**

There was no new business.

The next meeting of the Sewer Commission will be held on Tuesday, March 13, 2018 at 8:00 a.m., Rye Beach Village District Building, 830 Central Road, Rye Beach, NH.

### **Adjournment**

*Motion was made by David Adams to adjourn the meeting at 8:25 a.m. Seconded by Peter Kasnet. Motion carried.*

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