



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, October 9, 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. **Peter Kasnet left the meeting at 8:21 a.m. and David Adams joined the meeting at 8:24 a.m.*

Guest: Steven Hogan, John Famolare, Nick Lupoli, and Bob Gray

1. Call to Order

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

2. Roll Call

Motion was made by David Kohlhase to take item a) Jenness Beach Bath House, 2280 Ocean Boulevard, Map 5, Lot 52 and b) 9 Cable Road, Map 8.4, Lots 76-1, 76-2 under New Business out of order. Seconded by Peter Kasnet. Motion carried.

New Business

a) Jenness Beach Bath House, 2280 Ocean Boulevard, Map 5, Lot 52

The engineering plans and a photograph of the capping of the sewer service for the Jenness Beach Bath House were reviewed. Peter Kasnet indicated that he had two concerns: 1. The manner in which the pipe was capped with a temporary test ball from the manhole; 2. The proximity of the sewer line and manhole in the road to the new building foundation. He questioned whether there was any easement for the pipe in the road and explained that it would be prudent to make sure that the footing is at the approximate invert level as the sewer pipe in the event that the sewer service needed to be excavated the foundation would not be undermined. The solution is to lower the footing. He mentioned that he thought the North Hampton Bath House plan denoted an easement on the plan. Steven Hogan indicated that he would contact the State to see if there is an easement. It was discussed that shrubs are planned for the exterior of the structure closest to the road not hardscape.

It was noted that the test ball needs to be taken out and a permanent cap put on the pipe. The reconnection will need to be inspected. Nick Lupoli asked what the preferred method of reconnection is and Peter Kasnet replied per plan. John Famolare asked if the existing pipe can be cut and coupled. Peter Kasnet indicated as long as it is compatible with the pipe manufactures standards.

Engineering As Built Plans need to be submitted to the Sewer Commission after construction is complete for review and approval. The sewer permit will be issued after the capping has been inspected, installer license approved and the easement question satisfied.

b) 9 Cable Road, Map 8.4, Lots 76-1, 76-2

Included in the meeting packet was the existing conditions site plan, grade and drainage plan, proposed site plan details, local tributary plan, elevation certificate, building photographs, and tax map for a new home. Bob Gray noted that there are two separate lots and that they have not been merged yet. It was discussed that there are two manholes in the road at the front of the property and that the means of connecting has not been established at this point, Ambit Engineering is in the process of developing a sewer plan.

The following lists of basic sewer conditions to connect were reviewed:

- Hook-up Fee must be paid in full.
- Obtain a Sewer Permit
- Submit the final Engineering Plans to the Sewer Commission for review and approval.
- Engineering As Built Plans signed off by the designing engineer. That includes horizontal and vertical control of elements constructed. Submitted to the Sewer Commission after construction is complete for review and approval. NHDES Application for Sewer Connection Permit if required.
- Shore Land Protection Permit to be obtained from the State of NH if required.
- Wetlands Permit to be obtained from the State of NHDES if required.
- Town of Rye Floodplain Development and Building Ordinance Permit if required.
- Contractor to provide Certificate of Insurance before construction starts. Amount and scope of coverage to be approved by Sewer Commission's legal counsel. Rye Sewer Commission and Town of Rye to be named as an insured.
- Easement obtained by any other property owners effected.
- The Town of Rye Sewer Use Ordinance must be followed.
- 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 document.
- Rye Sewer Commission Installer License.
- Excavations permit if needed.
- Construction may not start until all conditions are satisfied.

Motion was made by Peter Kasnet to allow 9 Cable connect to the sewer service as long as all conditions are met. Seconded by David Kohlhase. Motion carried.

It was noted that the hook-up fee needed to be paid before a permit would be issued and based on the frontage noted on the tax map (99.9 feet) it would be \$24,815.16.

Peter Kasnet left the meeting at 8:21 a.m.

Lee Arthur said that she would forward the draft minutes to Bob Gray when completed.

David Adams joined the meeting at 8:24 a.m.

3. Announcements

There were no announcements.

4. O&M Report, October 9, 2018

The flow summary for Church Road Station in September was 3,217,700 gallons and the rainfall amount was 4.5 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abeniqui Pump Station for September were reviewed and it was noted there were no irregularities.

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

5. Approval of Minutes

Motion was made by David Adams to table the approval of the September 11, 2018 minutes until the next meeting. Seconded by David Kohlase. Motion carried.

6. Signing of Bills and Correspondence

a) Sewer Department Financial Reports

Included in the meeting packet were the Financial and Treasurer Reports. At the end of September, 2018 the current year's expenditures were \$132,379.76 and 52.74% of the budget remained. The Treasurer's Report dated October 2, 2018 had a sewer operating fund balance of \$591,139.07. The sewerage account fund balance on August 31, 2018 was \$472,621.53.

b) Bills

The Sewer Commissioners signed bills.

c) Application for Sewer Installer's License – Nathan Lupoli, Lupoli Excavators LLC

Included in the meeting packet was the application for sewer installer's license from Nathan Lupoli. The application was reviewed.

Motion was made by David Kohlase to approve the Sewer Installer's License for Nathan Lupoli, Lupoli Excavators LLC. Seconded by David Adams. Motion carried.

7. Old Business

a) Route 1 Sewer Update

It was noted that the owner of Lago's Ice Cream had inquired about Route 1 sewer. However, there have been no other inquiries and no response from Harbor Street Limited Partnership, Joseph Falzone in regards to a letter sent in August requesting information.

b) Secondary Meters Update

Lee Arthur noted that the request to have home owners read their secondary meters will be mailed out the first of November.

8. New Business

a) Jenness Beach Bath House, 2280 Ocean Boulevard, Map 5, Lot 52

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

b) 9 Cable Road, Map 8.4, Lots 76-1, 76-2

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

c) 2019 Budget

Included in the meeting packet was the proposed 2019 Sewer Department Budget. It was noted that the sewer budget for 2019 has increased by \$30,336. This accounts for a \$2,594 decrease and \$32,930 increase compared to last year's budget. The wages, fica/medi, bank fees, electric, and heating fuel lines were decreased and the telephone and Hampton capital improvement lines were increased. Hampton has identified significant upgrades that are needed at their Waste Water Treatment Plant and have acquired a 20 year bond for \$11.191 Million of which Rye's share is \$447,640 with \$33,232.80 payable in the first year (2019). This accounts for 99.3% of the 2019 Sewer Department Budget increase. The proposed budget is \$288,591.

Motion was made by David Kohlhasse to approve the proposed budget of \$288,591. Seconded by David Adams. Motion carried.

9. Adjournment

Motion was made by David Adams to adjourn the meeting at 8:41 a.m. Seconded by David Kohlhasse. Motion carried.

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