



TOWN OF RYE SEWER COMMISSION

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SEWER COMMISSION MEETING MINUTES

Tuesday, February 14, 2017, 8:00 A.M.

Rye Beach Village District Building

830 Central Road, Rye Beach, NH

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

Guest: Robert Gray and Jake Sullivan, Gray Construction

1. Call to Order and Pledge of Allegiance

The Rye Sewer Commission Meeting was called to order at 8:06 a.m.

2. Roll Call

3. Announcements

There were no announcements.

4. O&M Report, December 13, 2016

The flow summary for Church Road Station in December was 3,246,200 gallons and the rainfall amount was 4.22 inches. The flow summary for Church Road Station in January was 4,212,700 gallons and the rainfall amount was 3.96 inches. The pump data graphs for Church Road Pump Station, Jenness Beach Pump Station and Abeniqui Pump Station for December and January were reviewed.

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 December 13, 2016.

Motion was made by Peter Kasnet to accept the Sewer Commission Meeting Minutes of December 13, 2016 as presented. Seconded by David Adams. 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 December, 2016 the current year's expenditures were \$222,1131.10 and 15.06% of the budget remained. The Treasurer's Report dated December 16, 2016 had the sewer fund balance at \$449,867.79 and on December 22, 2016 the money market account had a balance of \$428,565.89. The January financial reports had not been received. However, the Treasurer's Report dated January 17, 2017 had the sewer fund balance at \$514,178.92.

Correspondence from Priscilla Jenness requesting the Sewer Commission Annual Report for the Year Ending December 31, 2016

Included in the meeting packet was a memorandum from Priscilla Jenness requesting the Sewer Commission Annual Report for the Year Ending December 31, 2016.

2016 Sewer Commission Annual Report

Included in the meeting packet was a copy of the 2016 Sewer Commission Annual Report.

Warrant for the Collection of Sewer Operations & Maintenance Cost dated December 15, 2016

Included in the meeting packet was Warrant for the Collection of Sewer Operations & Maintenance Cost dated December 15, 2016. The amount to be collected was \$147,858.50.

Warrant for the Collection of Sewer Operations & Maintenance Cost from Adams Mobile Home Park dated January 17, 2017

Included in the meeting packet was the Warrant for the Collection of Sewer Operations & Maintenance Cost from Adams Mobile Home Park dated January 17, 2017. The amount to be collected was \$17,705.34.

List of Sewer Charges and Fees Effective January 1-March 31, 2017

The Sewer Charges and Fees Effective January 1-March 31, 2017 are:

1. Hook-up Fee:
 - A. Front Footage Charge \$242.35/per foot
 - B. 50 Foot Front (minimum charge) \$12,117.50
 - 100 Foot Front \$24,235.00
 - 170 Foot Front (maximum charge) \$41,199.50
2. O.M.R. (Operating & Maintenance) Charge
Per Cubic Feet of H2O Consumption .055

7. Old Business

13 Foss Circle

The Sewer Commissioners reviewed a revised Utility Plan for 13 Foss Circle dated 1/31/17. It was noted that the line location had changed, there was an additional manhole and that the “UPON COMPLETION OF CONSTRUCTION AND INSPECTION AND APPROVAL BY THE RYE SEWER COMMISSION OR ITS AGENT, THE SEWER LINE BETWEEN SMH 1 AND SMH 3 SHALL BE DEEDED TO THE TOWN OF RYE SEWER COMMISSION.”

It was discussed that there is a length of pipe prior to SMH 1 that needs to be accounted for and that it starts at existing SMH #130 (614). The notes will need to be changed to account for that section. Cheryl Tulley has questioned if it should end at the property line instead of the manhole. Lee Arthur forwarded the question to Micheal Donovan and he indicated no but had other questions. The end location was discussed as the edge of Foss Circle Roadway as depicted on Plan C4 because the portion of line beyond that point is under the drive and proposed landscaping.

Lee Arthur indicated that easements were received from Cheryl Tulley’s attorney in the event that it was not accepted as public, the project could move forward.

Motion was by Peter Kasnet to accept the plans with the note changed to: “UPON COMPLETION OF CONSTRUCTION AND INSPECTION AND APPROVAL BY THE RYE SEWER COMMISSION OR ITS AGENT, THE SEWER LINE BETWEEN EXISTING SMH #130 (614) AND THE EDGE OF FOSS CIRCLE ROADWAY AS DEPICTED ON PLAN C4 DATED 1/31/17 SHALL BE DEEDED TO THE TOWN OF RYE SEWER COMMISSION.” Seconded by David Adams. Motion carried.

The permit for 13 Foss Circle was issued. Peter Kasnet provided Jake Sullivan with a copy of the Basic Requirements for Sewer Installations. It was noted that the Sewer line must be tested by the contractor and the Sewer Commission must be notified 24 hours in advance for an appointment for inspection. Engineering As Built Plans signed off by the designing engineer are required. The Sewer Commission will also have the line inspected by their engineer.

8. New Business

Correspondence from Jan Chittick of 15 Tower Avenue requesting an abatement

Included in the meeting packet was a receipt from Art's Plumbing indicating that they replaced a toilet at 15 Tower Avenue because it was running. The sewer bill was also included and indicated 4800 cf of usage.

Motion was made by Peter Kasnet that the request from Jan Chittick of 15 Tower Avenue is denied because the water from the running toilet did enter the sewer system and the Sewer Commission was charged for the treatment. Seconded by David Adams. Motion carried.

Map 5.2, Lot 156 on Richards Road

Wilbur Ralph has inquired as to the eligibility of Map 5.2, Lot 156 Richards Road connecting to the sewer system. It was suggested that he attend a Sewer Commission Meeting. He indicated that he was unable to attend the January meeting and requested to be informed of any Sewer Department policy changes that may impact how an application for his property may be processed when one is submitted.

The next meeting of the Sewer Commission will be held on Tuesday, March 14, 2017 at 8:00 a.m., Rye Beach Village District Building, 830 Central Road, Rye Beach, NH.

9. Adjournment

Motion was made by David Adams to adjourn at 8:40 a.m. Seconded by Peter Kasnet. Motion carried.

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