



TOWN OF RYE SEWER COMMISSION

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SEWER COMMISSION MEETING MINUTES

Tuesday, November 14, 2023, 8:00 a.m.

Rye Beach Village District Building

830 Central Road, Rye Beach, NH

In attendance: 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 8:00 a.m.

II. Announcements

There were no announcements.

III. Public Comment

There were no comments.

IV. Consideration of the O&M Report, November 14, 2023

The flow summary for Church Road Pump Station in October was 2,881,700 gallons, the flow for the same period in 2022 was 2,616,100 gallons. The rainfall for October was 3.06 inches. There were no irregularities in the pump runtimes at Church Road, Jenness Beach and Abeniqui Pump Station.

The Sewer Commissioners reviewed photographs taken on October 20, 2023 of the pressure test and inspection of the reconnect of the sewer service at 22 Richard Road to the new construction. They also reviewed photographs taken on November 10, 2023 of the new connection at 6 Richard Road. It was noted that the connection was also witnessed by Underwood Engineering and field reports will follow. The sewer service to 89 Cable Road was capped and inspected on November 13, 2023 in order to prepare for demolition. The leaves at Church Road Station were cleared and the trees and plantings surrounding the Abeniqui Pump Station was trimmed back to accommodate exterior work including the replacement of the roof. Electrical outlets at Church Road Pump Station that were not working have been fixed.

A draft engineering services request to further evaluate a new generator for Church Road Pump Station was reviewed. It was discussed asking what it would cost to cover work not included in the scope, such as final design services, CAD drawings, and mechanical louver sizing and/or ventilation calculations. It was determined that a generator company would also be consulted, and no action was taken on the engineering service request at this time.

The building permits for new roofs at all three pump stations were issued on October 31, 2023 and photographs were reviewed of the work completed to date.

*Motion was made by Susan Labrie to approve the O&M Report of November 14, 2023.
Seconded by John McCune. Motion carried.*

V. Approval of Minutes

Sewer Commission Meeting Minutes of October 10, 2023

The Sewer Commissioners reviewed the meeting minutes of October 10, 2023. It was indicated that on the second page, second sentence of the second paragraph August needs to be replaced with September.

Motion was made by Susan Labrie to approve the Sewer Commission Meeting Minutes of October 10, 2023 as amended (second page, second sentence of the second paragraph replace August with September). Seconded by John McCune. Motion carried.

VI. Signing of Bills and Correspondence

a) Sewer Department Financial Reports

At the end of October 2023, \$246,344.28 plus \$47,159.74 of prior years' expenditures had been expended, \$179,303.72, 42% of the budget remains. It was discussed investigating cd laddering to maximize interest on accounts.

b) Signing of Bills

The Warrant for the Collection of Sewer Operation and Maintenance Cost for Adams Mobile Home Park, Secondary Meter Abatements, and the Accounts Payable Register and Accounts Payable Payment Manifest was signed.

c) Warrant for the Collection of Sewer Operation and Maintenance Cost Adams Mobile Home Park

The Warrant for the Collection of Sewer Operation and Maintenance Cost Adams Mobile Home Park dated November 14, 2023 indicated that the amount to be collected was \$15,091.77.

d) Other

The Sewer Commission Update for the Board of Select Boards December Newsletter was reviewed.

VII. Old Business

a) 2024 Sewer Budget Update

It was discussed that the Sewer Budget was presented to the Select Board and \$18,500 was added to the proposed budget for grant matching, in the event the FEMA BRIC Grant for a Sewer Infrastructure Vulnerability Assessment is awarded. The proposed sewer budget for 2024 is \$528,484. The Budget Committee Workshop is Wednesday, November 15, 2023 and the Sewer Department is scheduled at 8:30 a.m. The updated budget narrative was reviewed.

Motion was made by Susan Labrie to approve the 2024 Sewer Department Budget in the amount of \$528,484. Seconded by John McCune. Motion carried.

VIII. New Business

a) Other

There was no new business.

IX. Adjournment

The next meeting of the Sewer Commission was tentatively scheduled for January 9, 2024 at 8:00 a.m., unless one is needed prior.

Motion was made by Susan Labrie to adjourn the Sewer Commission Meeting at 8:44 a.m. Seconded by John McCune. Motion carried.

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