

**RYE WATER DISTRICT
MEETING AGENDA
Wednesday, February 1, 2023 – 9:00 a.m.
Water District Office – 60 Sagamore Rd.**

Commissioners Present:

**Arthur Ditto, Chair
Ralph Hickson**

Others Present:

**Arik Jones, Superintendent
Dyana Ledger, Business Manager**

I. Call to Order

Chair Ditto called the meeting to order at 9:00 a.m.

II. Approval of Minutes

- January 4, 2023

Motion by Ralph Hickson to approve the minutes of January 4, 2023. Seconded by Art Ditto. All in favor.

III. Chris Berg, Wright-Pierce – Project Updates

Chris Berg, Wright-Pierce, met with the Commission to give a brief update on ongoing projects. There was discussion about the Level of Service Survey being sent out to the customers in the District. The survey is being done as part of the asset management project and is available online at this time. Printed postcards asking customers to respond to the survey will be sent by Wright-Pierce within the week. The date for responding to the survey is March 1st. The public forum is scheduled for March 9th at the Rye Junior High starting at 6:30 p.m. Mr. Berg also spoke briefly about the rate study being performed, which is also part of the asset management project.

IV. Superintendent’s Monthly Report, Pumping Chart, and Data Report, and Bacteria Tests for January

Superintendent Arik Jones reviewed his monthly report and pumping charts for the month of January.

- Pumping totals were up from this time last year by approximately 3,000,000 gallons.

- Best Management Practices (BMP) are being performed for potential contamination sources (PCS) that are within the Wellhead Protection Area.
- Work is continuing on the point of entry and chlorination building project with Wright-Pierce and DES.
- A main break was discovered on the 23rd at the intersection of Harbor Road and Ocean Boulevard, west side. BCK was onsite on January 24th for the repair of the main.
- Superintendent Jones visited Newmarket Water to observe their chlorination system, Acutab. It's recommended that the Rye Water District consider this same system.
- The office painting was completed over the past month with furnishing and files being put back into place.
- John Mallin from Wright-Pierce met with Superintendent Jones and Business Manager Ledger to review requested financial reports for the rate study being done for the asset management project. He also assessed previous asset management plan capital improvement projects and analyzed the present system for proposed capital improvement projects.
- Auditors were onsite to do a physical inventory inspection at the beginning of January. Greg Vaillancourt worked with the auditors and will be submitting required inventory reports to them. The auditors are scheduled to conduct the annual field auditing for financials starting on February 9th.

V. Cash Flow Reports for January

The Commissioner reviewed the financial reports for the month of January, along with the Treasurer's reports for the months of November and December. No issues or concerns were noted.

Motion by Ralph Hickson to accept the cash flow reports for January. Seconded by Art Ditto. All in favor.

Motion by Ralph Hickson to accept the Treasurer's reports for the months of November and December. Seconded by Art Ditto. All in favor.

VI. Correspondence

None

VII. Old Business

a. Irrigation Policy

The Commissioners reviewed the final version of the RWD Irrigation Policy. No further changes were made and it was agreed to accept.

Motion by Ralph Hickson to adopt the Rye Water District Irrigation Policy. Seconded by Art Ditto. Vote: 2-0

VIII. New Business

None

IX. Town Planning and Zoning Minutes

No areas of concern were noted

X. Other Business

a. Budget Committee Update

The Rye Water District's proposed budget for 2023 was presented to the Budget Committee on January 31st. There were no issues or concerns with the budget and the Committee voted in favor of recommending the budget. Warrant articles appropriating funds for the Storage Tank Maintenance Capital Reserve Fund, the Equipment and Buildings Capital Reserve Fund, and the System Replacement Capital Reserve Fund were also recommended by the Budget Committee. The Rye Water District's proposed budget and warrant articles will be presented and voted on by the District at the annual meeting on March 25th, 10:00 a.m., Rye Junior High.

Adjournment

Motion by Ralph Hickson to adjourn at 10:50 a.m. Seconded by Art Ditto. All in favor.

Respectfully Submitted,
Dyana F. Ledger