

**RYE WATER DISTRICT
MEETING AGENDA
Monday, November 4, 2024 – 4:00 p.m.
Water District Office – 60 Sagamore Rd.**

Commissioners Present:

**Scott Marion, Chair
Rosalie Lopresto, Vice-Chair
Tom Mack**

Others Present:

**Brian Goetz, District Administrator
Arik Jones, Superintendent
Dyana Ledger, Business Manager**

I. Call to Order

Chair Marion called the meeting to order at 4:08 p.m.

II. Approval of Minutes

- September 18th

**Motion by Rosalie Lopresto to approve the minutes of September 18, 2024 as presented.
Seconded by Tom Mack. All in favor.**

- October 1st (joint meeting w/CC)

**Motion by Rosalie Lopresto to approve the minutes of October 1, 2024 as presented.
Seconded by Tom Mack. All in favor.**

- October 2nd

**Motion by Tom Mack to approve the minutes of October 2, 2024 as amended. Seconded by
Rosalie Lopresto. All in favor.**

- October 16th
Tabled

III. Brown Property Update and Next Steps

District Administrator Brian Goetz gave an update on the test well drilling being done at the Brown Farm Lane property, which will continue for another day. After the drilling is complete, pumping equipment will be set up to record pumping data for the site. At the end of the pumping hours, samples will be taken to test the water quality in that location.

IV. Superintendent's Report and Usage Data for the Month of October

Superintendent Arik Jones reviewed his report and usage data for the month of October.

- Pumping totals are similar to this time last year in the main part of the system. The high zone pumping totals are higher than the past four years. The booster station is higher than the past four years, as well. The new developments in that area are contributing to these totals.
- Flushing will be completed later this week on the Portsmouth side, which will finish the season.
- The water operators will be working on winterizing hydrants after flushing.
- Backflow testing has started for the month of November.
- The electrical upgrades have started for the VFD unit, and the work will continue through the week. During this time, the system will be running just off Garland well, which will reflect in next month's pumping totals.

V. Administrator's Report

District Administrator Goetz gave an update on work over the past month.

- Reviewed past Water District reports pertaining to the history of the District, along with engineering reports regarding past and future Water District projects.
- Attended the Water Resource Symposium which addressed water efficiency and response to climate change.
- Staff meetings will be scheduled on weeks when the commission doesn't meet to go over policies and procedures.
- Letters are ready to be sent to the 211 unknown service lines that were not able to be identified during the recent lead service line inventory project. The letters need to be sent out before November 15th. Those customers will be able to have a free test of their water to sample for lead. Bottles may be picked up at the District office or at Absolute Resource. Costs for testing is being covered by the State. More information is available on the Water District's website.
- Wright-Pierce has submitted a task order for \$8,000 for engineering pertaining to the environmental review for the service line inventory and determining material at each site.

Motion by Rosalie Lopresto to authorize District Administrator Brian Goetz to sign the general services agreement with Wright-Pierce for environmental review in the amount of \$8,000. Seconded by Tom Mack. All in favor.

- Administrator Goetz is working on the RFP for the Central Treatment Plant design. Past documents, such as the past preliminary design, pilot reports, and water quality information, will be part of the RFP to help provide a history of water quality and supply. The intent is to have the RFP posted within the next two weeks with proposals due in January. The intent is to hold interviews with the engineering firms in February with contract negotiations in March. Preliminary design will start in April and continue through December 2025. It's anticipated that the final design and permitting will take about twelve months, which will happen in 2026. The goal is to be ready for construction to begin in June 2027 with about a year and a half build time. A pre-bid meeting for the engineers interested in the RFP will be held on December 10th at the Garland site.

VI. Business:

a. Monthly Financial Review

Business Manager Dyana Ledger sent the updated financials to the Commissioners before the meeting to review. There were no concerns or issues noted at the meeting. The Commission will be reviewing the first draft of the 2025 proposed budget at their next meeting on November 21st.

VII. Other Business

a. Newsletter Deadline – November 15th

Chair Marion will work on a draft for the Town's newsletter and send out for edits and comments.

b. Commissioners' Email

It was agreed that the general commissioners' email will be directed to Administrator Goetz who will address each email and bring necessary correspondence to the Commissioners.

Adjournment

Motion by Rosalie Lopresto to adjourn at 6:15 p.m. Seconded by Tom Mack. All in favor.

Respectfully submitted,
Dyana F Ledger