



Rye Water District
Commission Minutes
June 5, 2026 – 8:30 a.m.
Business Meeting

Call to Order

Meeting was called to order at 8:33 a.m. by Chair Marion.

Attendees: Scott Marion – Chair, Tom Mack – Vice Chair, Danna Truslow – Commissioner, Keriann Roman – District Attorney; Brian Goetz – Administrator, Arik Jones – Superintendent; Dyana Ledger – Business Manager

Meeting Minute Approval – May 20, 2026 & May 27, 2026

Commissioner Truslow moved to approve the minutes of May 20, 2026. Seconded by Vice-Chair Mack. Vote, all in favor.

Commissioner Truslow moved to approve the minutes of May 27, 2026. Seconded by Vice-Chair Mack. Vote, all in favor.

Non-Public Session per RSA 91-A:3 (I) Legal

At 8:35 a.m., Vice-Chair Mack motioned to go into Non-Public Session per RSA 91-A:3 (I) Legal. Seconded by Commissioner Truslow.

Roll Call: Tom Mack – Aye; Danna Truslow – Aye; Scott Marion – Aye

The Commission came out of non-public session at 10:07 a.m.

Business Manager’s Update

a. Financial

Business Manager Dyana Ledger submitted year-to-date expenditure reports to the Commissioners for their review prior to the meeting. There were no issues or concerns noted by the Commissioners.

b. Billing System Transition

Administrator Brian Goetz gave an update on the transition to the new utility billing software. The District transitioned to new software at the beginning of this year, which was used for the first quarter billing. The District staff continues to work on refining the information within the system in order to be ready for the second billing round. Reading for the second quarter billing

will be done within the next three weeks and bills will be processed just after July 1st. Administrator Goetz confirmed that he is still working with gWorks to negotiate a lower online payment fee for the customers. He is also working on a new bill design which would give customers more details about water usage and fees. Another area he is addressing is the implementation of a work order system that can be used within the billing software system. The staff will continue to work on the upgrades to the overall utility software.

c. Reserve Fund Votes

- 1) Revised vote to utilize funds from the Equipment & Buildings Capital Reserve Fund to purchase the following:
 - \$31,473.90 to RGB, Inc. for chassis, body, lights and accessories for new truck. Revised to provide an additional \$2,500 to cover these costs.

Chair Marion moved to rescind the Commission's previous vote taken at the May 20, 2026, meeting for \$31,473.90 to RGB, Inc. for accessories and truck buildout. Seconded by Vice-Chair Mack. All in favor.

Chair Marion moved to expend \$33,979.18 from the Equipment and Buildings Capital Reserve Fund to cover the costs of the truck buildout for the new truck. Seconded by Vice-Chair Mack. All in favor.

Superintendent's Update

a. System Operations

Water usage has increased due to the start of the irrigation season. Within the next two weeks, the operators will start monitoring in the field for compliance with the odd/even irrigation restriction. Water usage is up from 9 million gallons to 11 million gallons for the month of May. It's anticipated that the system will see heavy use towards the end of June.

b. Projects

American Leak Detection has completed leak detection work for the system through a DES grant. Two leaks were discovered: one at a hydrant and another near the location of 1459 Ocean Boulevard. Superintendent Jones also discovered another leak at the corner of Eagle Rock and Fairhill.

Water Operator/Sampling Agent O'Neil has been conducting iron and manganese testing for the Bailey pilot test. Superintendent Jones confirmed that his monthly report will be available and sent to the Commissioners in a few days.

The tree at the edge of the parking area at the District office has been removed. The intent is to put up a sign for the office in that area, which could also be part messenger board.

Administrator's Update

a. Precipitation and Groundwater Levels – Seacoast Drinking Water Commission Meeting

Administrator Goetz gave an update on precipitation and groundwater levels. The seacoast continues to be in drought conditions.

b. Central Treatment Project

Underwood Engineering is nearing completion on the design plans for the operations building. It's anticipated that the plan set will be ready by July. Administrator Goetz will then work with Attorney Roman on the bid documents with approval from DES. The goal is to go out for bids the end of August/September for construction starting in the fall. Work also continues on the design for the full treatment system.

c. Garland Backup Well

The drill work will begin for the Garland backup well in June or July.

d. Cedar Run Well

The District will perform more water quality analysis for this well when Blueleaf arrives to do the iron/manganese biological treatment piloting.

e. West Road Well Permitting

The consultant continues to work on the permit submittal draft. The key point at the moment is to update the timeline for field work and consultant involvement once the permit is submitted, as it will likely include a public process requiring responses to questions in a timely manner. Administrator Goetz also added that after discussing the status of the project with NHDES staff, it is recommended that we pump the current well for a few more days to get a better understanding of quality and quantity prior to finalizing the permit submittal. This is similar to a recent permit that Aquarion Water did for a new bedrock well in Hampton.

Other Business

- Audio Recording Policy for Water District Commission Meetings

Scott Marion moved to adopt the Audio Recording Policy for Water District Commission Meetings as presented. Seconded by Danna Truslow. All in favor.

Adjournment

Danna Truslow moved to adjourn at 10:40 a.m. Seconded by Tom Mack. All in favor.

Upcoming Meetings:

- June 19th – 8:30 a.m.
- July 1st – 8:30 a.m.