

**RYE WATER DISTRICT
MEETING
Tuesday, January 28, 2025 – 8:30 a.m.
Water District Office – 60 Sagamore Road**

Commissioners Present:

Scott Marion, Chair
Rosalie Lopresto, Vice-Chair
Tom Mack (via Zoom)

Others Present on behalf of the District:

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

I. Call to Order

Chair Marion called the meeting to order at 8:32 a.m.

II. Business

a. RFP Responses and Review Update

Administrator Goetz reported that two proposals in response to the RFP for the design phase of the central treatment facility have been received: Wright-Pierce and Underwood Engineering. The review team has received the proposals to review. Interviews with the firms will be held on February 11th.

b. West Road Update

Administrator Goetz gave a brief summary of the proposal of \$400,000 from Wright-Pierce for the work relating to the permitting of the West Road well. The scope of work includes the field work, preparation of submittals to DES, monitoring of nearby wells, and the whole pump test process. It's anticipated that this will likely be at least a two year process. After the March vote, the District can finalize the contract with Wright-Pierce and discuss how the work is going to proceed. Before submittals go into DES, the District will meet with them to present the plans and get the State's feedback. Once the permitting process starts, there are definitive timeframes for the State to respond and the rules are specific with regard to the procedures the District has to follow.

The Commission reviewed the warrant article to fund the West Road well project, which will be presented to come from the unassigned fund balance and have no tax implication.

III. Other Business

a. February Meeting Schedule

It was noted by Chair Marion that Attorney Roman confirmed that the Commissioners could come together for a work session if two members of the commission are only available virtually. The Commission would not be able to hold a formal meeting, with voting taking place, as a quorum of two commissioners in person would be needed.

It was agreed to schedule work sessions for the month of February, as Commissioners Mack and Marion will not be available to attend in person.

Meeting Schedule for February:

- Wednesday, February 12th, 8:30 a.m.
- Wednesday, February 19th, 8:30 a.m. (tentatively)

b. On-Call Operator Duties and Policy

The Commissioners reviewed and discussed the proposed On-Call Operator Duties and Policy drafted by Administrator Goetz.

Motion by Rosalie Lopresto to approve the On-Call Operator Duties and Policy. Seconded by Tom Mack.

Roll Call: Tom Mack – Aye; Rosalie Lopresto – Aye; Scott Marion – Aye

Vote: 3-0

Motion passed.

The Commissioners reviewed and discussed the proposed on-call pay presented by Administrator Goetz. The recommendation from Administrator Goetz is to increase the operator's on-call pay to thirty dollars per weekday and fifty dollars for each weekend day and holidays. If the operator is called in to work after hours to respond to a call, those hours would be covered under overtime pay. After a lengthy discussion, it was the consensus of the Commission to go with recommendation for on-call pay.

Motion by Tom Mack to approve the on-call stipend at thirty dollars (\$30.00) per weekday and fifty dollars (\$50.00) for weekend days and Rye Water District holidays. Seconded by Rosalie Lopresto.

Roll Call: Tom Mack – Aye; Rosalie Lopresto – Aye; Scott Marion – Aye

Vote: 3-0

Motion passed.

IV. Budget Review and Warrant Articles

Article #03 To see if the District will vote to raise and appropriate the sum of one million one hundred fifty thousand dollars (\$1,150,000) gross budget, for the purpose of conducting an inventory, investigation, design, and/or replacement, of the District's water service lines as required by the U.S. Environmental Protection Agency (EPA) to ensure compliance with EPA's new Lead and Copper Rule Revision (LCRR) (the "Project"); and to authorize the District Commissioners to issue up to \$1,150,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and further to authorize the District Commissioners to issue, negotiate, sell and deliver such bonds or notes, and to determine the dates, maturities, interest rates, and other details of such bonds or notes; and to further authorize the Commissioners to apply for, accept, and expend federal, state, or private grants or loans, or other aid that may become available to reduce the amount of bonds or notes issued or to pay debt service on the bonds or notes, and to participate in the Drinking Water State Revolving Fund ("DWSRF") loan program; and to authorize the District Commissioners to take any other action or to pass any other vote relative thereto. It is anticipated that the District will receive up to 71% in principal forgiveness from the State Revolving Fund loan program. (3/5 Majority Ballot Vote Required).

**Motion by Rosalie Lopresto to recommend Article #03. Seconded by Tom Mack.
Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye
Vote: 3-0**

Article #04 To see if the District will vote to raise and appropriate the sum of two million ninety three thousand two hundred ten dollars (\$2,093,210) for general District operations and to defray Water District charges for the ensuing year. This article does not include appropriations contained in any other article addressed. (Majority vote required).

**Motion by Rosalie Lopresto to recommend Article #04. Seconded by Tom Mack.
Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye
Vote: 3-0**

Article #05 To see if the District will vote to raise and appropriate the sum of one hundred sixty two thousand six hundred nine dollars (\$162,609) for the 2025-2026 payment of the Water Tank Maintenance Contract with USG Water Solutions for the purposes of necessary renovations, inspections, cleanings, repairs, and on-going maintenance of the 663,000 gallon water storage tank located at Washington Road. This is an annual contract subject to automatic annual renewal through May 30, 2031. For years 6/1/2026 through 5/30/2031, the District can cancel any automatic renewal without payment or penalty. The estimated costs each year are as follows:

6/1/26 – 5/30/27	\$162,609.00
6/1/27 – 5/30/28	\$162,609.00
6/1/28 – 5/30/29	\$162,609.00
6/1/29 – 5/30/30	\$162,609.00
6/1/30 – 5/30/31	\$ 27,422.00

(Majority vote required).

Motion by Tom Mack to recommend Article #05. Seconded by Rosalie Lopresto.

Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye

Vote: 3-0

Article #06 To see if the District will vote to raise and appropriate the sum of three hundred fifty thousand dollars (\$350,000) for the purpose of testing and permitting the West Road well site. This amount to come from the unassigned fund balance. This article has no tax impact. (Majority vote required).

Motion by Rosalie Lopresto to recommend Article #06. Seconded by Tom Mack.

Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye

Vote: 3-0

Article #07 To see if the District will vote to raise and appropriate the sum of thirty thousand dollars (\$30,000) to be added to the District's Storage Tank Maintenance Expendable Trust Fund established at the 2017 District Annual Meeting for the purpose of maintaining the water storage tanks. This amount to come from the unassigned fund balance. This article has no tax impact. (Majority vote required.)

**Motion by Rosalie Lopresto to recommend Article #07. Seconded by Tom Mack.
Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye
Vote: 3-0**

Article #08 To see if the District will vote to raise and appropriate the sum of thirty thousand dollars (\$30,000) to be added to the Distribution System Replacement Capital Reserve Fund established at the 1995 District Annual Meeting for the purpose of modifying, replacing or enlarging the distribution system. This amount to come from the unassigned fund balance. This article has no tax impact. (Majority vote required).

**Motion by Scott Marion to recommend Article #08. Seconded by Tom Mack.
Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye
Vote: 3-0**

Article #09 To see if the District will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Equipment and Buildings Capital Reserve Fund established at the 2004 District Annual Meeting. This amount to come from the unassigned fund balance. This article has no tax impact. (Majority vote required).

**Motion by Scott Marion to recommend Article #09. Seconded by Tom Mack.
Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye
Vote: 3-0**

Article #10 To see if the District will vote to remove the one hundred thousand dollar (\$100,000) balance restriction from the Contingency Expendable Trust Fund previously established for the purpose of unanticipated expenditures during the fiscal year, (maintaining the Board of Commissioners as the agents to expend from said fund). (Majority vote required).

**Motion by Scott Marion to recommend Article #10. Seconded by Tom Mack.
Roll Call: Rosalie Lopresto – Aye; Tom Mack – Aye; Scott Marion – Aye
Vote: 3-0**

Motion by Rosalie Lopresto to adjourn at 10:26 a.m. Seconded by Tom Mack. All in favor.

Respectfully submitted, Dyana F Ledger