

**RYE WATER DISTRICT
MEETING
April 8, 2020 – 9:00 a.m.
Via ZOOM Video Conferencing**

In Attendance:

Art Ditto, Commission Chair
Ralph Hickson, Commissioner
Tom Clifford, Commissioner

Others Present:

Dyana Ledger, Business Manager
Selectman Phil Winslow
Chris Berg, Wright Pierce

I. Call to Order

Chair Ditto called the meeting to order via Zoom video conferencing at

Statement by Art Ditto:

As chair of the Rye Water District Commission, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are providing public access to the meeting by telephone, with additional access possibilities by video and other electronic means. We are utilizing Zoom for this electronic meeting. All members of the board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting by clicking on the following website address: www.zoom.com
ID #814-905-865. Password: 679162

Public notice has been provided to the public for the necessary information for accessing the meeting, including how to access the meeting using Zoom telephonically. Instructions have also been provided on the website of the commission at: ryewaterdistrict.com go to the Meetings/Agenda page and click on the agenda for this meeting.

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Roll call attendance of commissioners:

1. Tom Clifford
2. Ralph Hickson
3. Art Ditto

II. Discussion with Chris Berg, Wright Pierce re: projects and updates

Chris Berg, Wright Pierce Engineering, gave an update to the commissioners with regards to projects his firm handles for the Water District. He has spoken with the NH Drinking Water Trust Fund about the status of the capital projects for Wallis Road and the Garland Well upgrade, as the District's annual meeting has been postponed. The Commission will need to submit a letter to the Trust Fund stating the intent to move forward with those projects pending warrant article approval. The plan for the Garland upgrade is moving along and there should not be too much of a delay in schedule.

Mr. Berg spoke to the Commissioners about moving the survey portion of the Wallis Road project forward to help keep the project on schedule. Once the survey is completed, Wright Pierce can continue to work on the design. At this time, the design is about eighty-five percent complete.

Chair Ditto noted that the Commissioners will have to review the budget, as it is currently in a "limbo" stage.

Mr. Berg agreed to email the estimate for the survey to the Commissioners. With regards to the Cedar Run Well project, the drilling contractors are scheduled to do their work on April 20th. He noted that it is important to keep this project moving forward and would be a higher priority than the Wallis Road project. The asset management project is nearing completion. Final deliverables will be ready for May 31st, which is inline with the State's deadline. The overall well investigation work is on hold at this point and the focus is on the replacement of the Cedar Well. He noted that he spoke with Carl McMorrان from Aquarion Water in regards to an interconnection project between North Hampton, Hampton, Rye and Portsmouth. along the Route 1 corridor. Mr. McMorrان seems to be supportive of the idea. He suggested having a meeting with the group later in the summer to discuss. He will send the Commission an outline of the projects that are currently being worked on and will continue to move forward on the Environmental Review packages and the Cedar Well drilling, unless he hears back from the Commission differently.

III. Superintendent's Monthly Report, Pumping Chart, and Data Report, and Bacteria Tests for March

The Commissioners reviewed the Superintendent's monthly report, pumping chart, and data for the month of March.

Commissioner Hickson questioned the PH for the Garland treatment, which was below 7 and is usually above. This is a question for the Superintendent.

There were no other questions or comments.

Motion by Ralph Hickson to accept the Superintendent's report. Seconded by Tom Clifford.

Roll Call: Ralph Hickson – Yes; Tom Clifford – Yes; Art Ditto – Yes

Motion passed.

IV. Discussion & Update on Emergency Management Meetings re: COVID-19

Minutes of the most recent Emergency Management Meeting were provided in the Commissioner's packets to keep them updated on the operations of Town Departments.

V. Cash Flow Reports & Budget Review year-to-date versus 2019

Selectman Winslow spoke to the Commission regarding the financial stress test that is being completed for the Town. The test is going to take into account that there may be a decrease in revenues received, due to property taxes not being paid on time and vehicle registrations not coming in. The tests will reflect 10% and 20% decreases in cash flow and how that will affect the Town. He suggested the Water District run similar tests.

Business Manager Dyana Ledger presented the year-to-date cash flow reports for the commissioners to review. It was agreed that possible financial impacts should be reviewed due to the current conditions with COVID-19. A stress test will be completed for the commissioner's work session on April 15th showing anticipated revenues and possible impacts to cash flow.

The Commissioners agreed it is important to keep moving forward with the Cedar Run well project, as replacement of that well is a priority.

Motion by Ralph Hickson to accept the cash flow reports. Seconded by Tom Clifford.

Roll Call: Ralph Hickson – Yes; Tom Clifford – Yes; Art Ditto – Yes

Motion passed.

VI. Old Business

a. Annual Meeting Update

At this time, the annual meeting is on hold and will have to be rescheduled by the District's Moderator in the near future. A date for the meeting will be addressed again at the end of April.

The Commissioners agreed to have a target date of June 20th, subject to the Governor's orders which are in effect to May 3rd.

VII. New Business

- The PFAS sampling results table for February and March were submitted by Chair Ditto. The table will be posted on the District's website.
- The first water billing for 2020 has been prepared and will be going out within the week.

VIII. Correspondence

a. Families First Coronavirus Response Act - PRIMEX

Information on the Families First Coronavirus Response Act was provided in the Commissioner's packets. The Act will be in place starting April 1st and will run through to December 31st and sets requirements for employees for covering sick leave and extended family leave due to COVID. Information on Employee Rights' has been posted

IX. Town Planning and Zoning Minutes

- A proposed development for the site located beside Evolve on Route 1 is on the table at the Planning Board. No formal application has been listed on any upcoming Planning Board agendas. The Commissioners agreed they should keep an eye on how this project evolves in order to determine how the Water District should move forward on the proposal.

X. Other Business

a. Annual Report

The Commissioners reviewed the annual report draft and made some slight changes. It was agreed the report was ready for the annual meeting books.

XI. Approval of March 4, 2020 Meeting Minutes

Motion by Tom Clifford to accept the minutes of March 4, 2020. Seconded by Ralph Hickson.

Roll Call: Tom Clifford – Yes; Ralph Hickson – Yes; Art Ditto – Yes

Motion passed.

Adjournment

Motion by Ralph Hickson to adjourn at 10:01 a.m. Seconded by Tom Clifford.

Roll Call: Tom Clifford – Yes; Ralph Hickson – Yes; Art Ditto – Yes

Motion passed.

Respectfully Submitted, Dyana Ledger