

**RYE WATER DISTRICT
MEETING
May 6, 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
Arik Jones, Superintendent
Selectman Phil Winslow
Greg Smith, Wright Pierce
Chris Berg, Wright Pierce

I. Call to Order

Chair Ditto called the meeting to order via Zoom video conferencing at 9:00 a.m.

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 #869-1036-8914. Password: 03870

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. Approval of Meeting Minutes – April 8, 2020

Motion by Ralph Hickson to approve the minutes of April 8, 2020 as presented. Seconded by Tom Clifford.

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

III. Discussion with Wright-Pierce re: Cedar Run well investigation

Greg Smith, Wright-Pierce, reviewed the results of the drilling that was completed for the Cedar Run well replacement. He presented a map on the screen showing the drilling areas and explained the results for each site. Wright-Pierce is preparing a report for the Commissioner's detailing this information which will be presented to the commission after the preliminary report is approved by the State.

Chris Berg, Wright-Pierce, was also available to answer questions from the Commissioners.

IV. Superintendent's Monthly Report, Pumping Chart, and Data Report, and Bacteria Tests for April

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

Superintendent Jones reported:

- Pumping is up by 1.8 million, which is most likely due to the Stay at Home Order issued by the Governor in response to COVID-19.
- Flushing throughout the system has been completed. The City of Portsmouth were not able to perform their flushing, so the areas of Elizabeth, Heather, Frontier and Wentworth are on hold at this time.
- PFAS samples were received from Seacoast Analytical.

Motion by Tom Clifford to accept the Superintendent's report for the month of April. Seconded by Ralph Hickson.

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

Motion passed.

V. Cash Flow Reports & Budget Review

Business Manager Dyana Ledger presented the cash flow reports, along with the past two years year-to-date revenues, for the Commissioners review. The first billing for 2020 was sent at the beginning of April with a due date of May 15th. At this time, there is a 59% return on the first quarter billing; however, payments are being received daily. An updated return rate for the first billing will be available at the Commissioner's work session on the 20th.

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. Treasurer's Reports

Motion by Ralph Hickson to accept the Treasurer's Reports for the months of January and February. Seconded by Tom Clifford.

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

Motion passed.

VII. Old Business

a. COVID-19 Update

There was some discussion about how to handle the reopening of the Water District office. It was agreed that limited contact will continue throughout the month of May and the office will remain closed. Residents are able to drop off payments through the mail slot at the office. They may also call the district to make any payments by phone. Rye Water District staff will practice safe distancing with each other, as well as customers. Masks and other appropriate PPE will be worn with hand sanitizer and equipment sterilization being done frequently.

b. Annual Meeting Update

Business Manager Dyana Ledger reported that the public hearings for the NH Drinking Water Trust Fund loans, which are being presented as warrant articles at the annual meeting, may be done electronically via Zoom. It was agreed to try to hold a public hearing for the two warrant articles via Zoom on June 3rd at 6:30 p.m. It was also agreed that the annual meeting date is still on hold; however, the intent would be to hold the meeting on June 20th depending upon the Governor's Orders moving forward.

Public notices for the public hearings will be posted in the Portsmouth Herald and will list information for accessing the meeting. Notices will all be posted at the Town Hall, post office and Transfer Station. Information will also be posted on the district's new signs that are posted in several locations in town.

VIII. New Business

a. Town Newsletter

An article from the Water District for the June Newsletter is due to the Town by May 18th. Chair Ditto will draft something to send to the Selectmen's Secretary.

b. CCR

The Consumer Confidence Reports have been completed and will be going out to customers within the next couple of weeks. The report will direct people to the Water District's website to watch for a posting on the annual meeting date.

IX. Correspondence

**None*

X. Town Planning and Zoning Minutes

**No areas of concern for the Water District were noted in the Town Planning or Zoning Minutes.*

XI. Other Business

**None*

Adjournment

Motion by Ralph Hickson to adjourn at 10:27 a.m. Seconded by Tom Clifford.

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

Motion passed.

Respectfully Submitted,
Dyana Ledger