

**RYE WATER DISTRICT  
MEETING  
Meeting held via ZOOM  
September 2, 2020 – 9:00 a.m.**

**Attendance:**

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

**Others Present:**

Arik Jones, Superintendent  
Dyana Ledger, Business Manager  
Chris Berg, Wright-Pierce  
Greg Smith, Wright-Pierce

**I. Call to Order**

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

Statement by Tom Clifford:

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](http://www.zoom.com) ID #840-5061-2901 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](http://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 – August 5, 2020**

**Motion by Ralph Hickson to approve the August 5, 2020 meeting minutes. Seconded by Tom Clifford.**

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

**Motion passed.**

## **III. Discussion with Greg Smith and Chris Berg from Wright-Pierce**

**Greg Smith, Wright-Pierce**, gave an update to the commissioners regarding the work being done on the replacement well for Cedar Run. He noted there were no water quality issues and all data came back from the State non-detect. The well was pump tested at 150 gallons per minute. The well would be able to be operated over 200 gallons per minute for shorter period of time. He asked the thoughts of the commission about the timing of the second round of pump tests for T3 into a backup well for Bailey Brook. It would help to make the much more robust, in terms of operational capabilities.

Commissioner Ditto noted that the commission is onboard with moving forward, as soon as the tests can be scheduled.

Mr. Smith commented that once Cedar Run is permitted and that water is running into the system, the tests can move forward, as Bailey Brook will need to be shut down during that time. It is anticipated that the permitting from the State should be completed within the next few weeks. After the permitting is received, the infrastructure work for the new well will be completed.

**Chris Berg, Wright-Pierce**, spoke to the timing for the infrastructure work.

There was some discussion on budgeting for the infrastructure work, which will need to be considered for the 2021 budget. There was also some discussion about the decommissioning process for the current Cedar Run well, which may be over a period of two years after the new well is put into place.

Mr. Berg gave an update on the Garland Well project. He noted that an advertisement requesting bids will be posted in the Seacoast Herald within the next week. The bid opening is set for October 6<sup>th</sup>. The Drinking Water Trust Fund requires a pre-bid meeting, which will be held via Zoom. Contractors who are interested in receiving more information may contact Wright-Pierce directly. Mr. Berg also gave a quick update on the Wallis Road project.

Commissioner Ditto reviewed the projects that have been submitted for the Capital Improvements Plan;

- 2021 – Breakfast Hill water tanks & hydrants
- 2022 – Sagamore Road pump station rehabilitation
- 2023 – Parsons Road distribution system

#### **IV. Superintendent's Monthly Report, Pumping Chart, and Data Report, and Bacteria Tests for August**

Superintendent Arik Jones reviewed his monthly report, pumping chart and data reports for the month of August.

- The pumping totals have increased from July. The totals are also up from last year at this time. Tank levels have been maintained by periodically using Cedar as backup.
- A shipping container has been delivered to Garland Road. The guys in the field have been moving things out of the pumphouse and moving them into the container in preparation for the Garland rehab.
- Tank mixer installation at Breakfast Hill will begin within the next two weeks. Electrical work will commence later in the month.
- The tri-annual lead and copper samples have been drawn and sent to the lab. The results have not yet been received.
- Bacterial samples for the month of August have come back clean.
- PFAS sample results have not yet been received.
- The estimate on the pump replacement for the booster station should be received within the week.
- The guys in the field have also been working on updating curb stops, valve and tie cards in order to get that information into the GIS.
- The PH probe has been replaced.
- The prep work for the generator install is set to begin later in the month. The generator installation will probably take place in October/November.
- There was a small leak off Willow Ave; however, it was an easy fix.
- Portsmouth has put out a voluntary water restriction asking people to reduce their usage. There is nothing mandatory at this time.

There was discussion on how to alert the residents who are on Portsmouth water about the voluntary water restriction. It was also agreed a message should be put on the message boards for the rest of the town also.

**Motion by Ralph Hickson to accept the Superintendent's Report for August. Seconded by Tom Clifford.**

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

**Motion passed.**

#### **V. Cash Flow Reports & Budget Review**

The Commissioners reviewed the updated cash flow and expenditures reports. There were no concerns noted.

**Motion by Art Ditto to accept the cash flow reports. Seconded by Tom Clifford.**

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

**Motion passed.**

#### **VI. Old Business**

##### **a. CIP Status**

Commissioner Ditto noted that the information requested from the Capital Improvements Plan Committee has been submitted.

**b. Wage Classification Schedule**

Business Manager, Dyana Ledger, reviewed the proposed wage classification schedule with the Commissioners. The schedule was based off the current wage classification schedule for the Town of Rye employees. The Commissioners were submitted copies of the schedule and will take the proposal under advisement.

**VII. New Business**

The Commissioners agreed that it is time to start preparing the 2021 Budget. It was decided to look at preliminary numbers for the budget at the next work session. There was some discussion about holding the next work session meeting in person, if possible.

**VIII. Correspondence**

*\*No correspondence was noted.*

**IX. Town Planning and Zoning Minutes**

*\*No areas of concern for the Water District were noted in the Town planning or zoning minutes.*

**Adjournment**

**Motion by Art Ditto to adjourn at 10:36 a.m. Seconded by Ralph Hickson.**

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

**Motion passed.**

Respectfully Submitted,  
Dyana Ledger