



**RYE WATER DISTRICT
WORK SESSION
Monday, April 7, 2025 – 3:00 p.m.
Water District Office – 60 Sagamore Road**

Commission Present: *Scott Marion, Rosalie Lopresto, and Tom Mack (remotely)*

Others Present on behalf of the District: *District Administrator Brian Goetz, Business Manager Dyana Ledger, and Superintendent Arik Jones*

I. Call to Order

The meeting was called to order at 3:07 p.m.

Motion by Scott Marion to allow a remote voting by Member Tom Mack. Seconded by Rosalie Lopresto. Vote: 2-0-1 Abstained: Tom Mack

II. Commission Chair, Vice Chair

**Motion by Tom Mack to nominate Scott Marion as chair. Seconded by Rosalie Lopresto.
Roll Call: Tom Mack – Aye; Rosalie Lopresto – Aye; Scott Marion – Aye
Motion passed.**

**Motion by Scott Marion to nominate Rosalie Lopresto as vice chair. Seconded by Tom Mack.
Roll Call: Tom Mack – Aye; Scott Marion – Aye; Rosalie Lopresto – Aye
Motion passed.**

III. Approval of Minutes

- 1/15 – 1/28 – 1/30 – 2/12 – 3/12
Tabled

IV. Annual Meeting Review

- a. Voting results and follow-up

The Rye Water District Annual Meeting was held on Saturday, March 29th, at the Junior High School. All warrant articles presented were approved by the voters.

b. LSLI agreement with State (need to approve for acceptance)

Administrator Goetz presented the loan agreement for the Lead Service Line Inventory project, which was approved by the voters at the annual meeting.

Motion by Rosalie Lopresto to accept the LSLI Agreement and to authorize Chair Marion sign on behalf of the Rye Water District. Seconded by Tom Mack.

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

Motion passed.

Administrator Goetz also presented an agreement from Wright-Pierce to have them continue their work on the LSLI project for the next two years. He reviewed the work covered under the agreement.

Motion by Scott Marion to approve and authorize Administrator Brian Goetz to sign the contract with Wright-Pierce for engineering support related to the Lead Service Line Inventory Project for up to \$100,000. Seconded by Rosalie Lopresto.

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

Motion passed.

Administrator Goetz reviewed another agreement from Wright-Pierce for general engineering assistance with a maximum of \$15,000.

Motion by Rosalie Lopresto to authorize Administrator Brian Goetz to sign the General On-Call Engineering Services Agreement with Wright-Pierce for up to \$15,000.

Seconded by Tom Mack.

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

Motion passed.

V. Superintendent's Operations Report

Superintendent Jones gave an overview of water operations for the month of March.

- During the month, approximately 6.8 million gallons were pumped, which is slightly higher than this same timeframe last year.
- He spoke about the recent main break repair that took place on Robin Road.
- The water operators have been working on spring flushing over the past month. There are about two more weeks left of flushing for the season.

VI. Business Manager's Financial Report

Business Manager Ledger gave a financial update to the Commissioners and submitted reports showing the year-to-date expenditures for their review. All necessary paperwork following the annual meeting has been submitted to the Department of Revenue Administration (DRA). The

annual meeting minutes have been completed and are available for the LSLI funding application, which is a requirement for the SRF loan. The approved 2025 budget has been entered into the District's financial software and capital project funds that were approved by the voters have been created. All first quarter financials and federal/state liability reporting is completed. The first quarter billing has also been posted and bills have been sent to customers.

There was discussion about establishing a CD account with TD Bank as a district investment. It was agreed to open a one month CD and to move \$100,000 into the account.

Motion by Tom Mack to authorize Business Manager Dyana Ledger to establish a one-month CD with an initial deposit of \$100,000. Seconded by Rosalie Lopresto.

**Roll Call: Tom Mack – Aye; Rosalie Lopresto – Aye; Scott Marion – Aye
Motion passed.**

VII. Administrator's Report and Items

a. Weather trend (dry, but improving)

Administrator Goetz noted there was about two inches of rain in April with more coming in the forecast. The water level in the Garland Well is lower than it has been in past years, but not dramatically. The well is recovering, and the system should be in good shape if it continues to be wet in April. He reviewed the chart showing the precipitation and well levels over the last three years. He assured the Commission that he will continue to update customers through the website; for example, irrigation systems and how the system should be set up for the season to encourage water conservation.

b. Rate study (Recommend an upcoming work session with commissioners to discuss)

Administrator Goetz has been analyzing the District's rate structure and working with Raftelis to continue their work on the water rates. He is proposing a work session with Raftelis and the Commission for the near future. The work session will look at the previous work in the rate model and possible options for rates and billing structure in the future. At that work session, the Commission can also discuss the idea of offering water efficiency rebates.

c. Treatment Facility Design Contract (Underwood Engineers)

The Commission reviewed the final contract from Underwood Engineers for treatment facility design in the amount of \$228,000. The contract has been reviewed by Attorney Roman, and her changes were accepted by Underwood Engineers.

Motion by Rosalie Lopresto to authorize Administrator Brian Goetz to sign the general service agreement with Underwood Engineers for the preliminary design of the Central Treatment Facility. Seconded by Tom Mack.

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

d. Bailey and Cedar Run Well options

There was discussion about possible options for the Bailey and Cedar Run wells, which includes:

- i.** Well seal for existing Cedar Run (will likely reduce capacity but improve water quality)
- ii.** Waiver for sanitary protective radius for Test Well 2
- iii.** Potential for Test Well 3 as backup source
- iv.** Roll all this work into Central Treatment Project as source improvements (improve water quality to lesson need to treat)

e. West Road Well permitting contract (Wright-Pierce)

The Commission will be reviewing the contract for the West Road well permitting at the next meeting.

f. Meeting w/Beals Associates, developer, landowner and City of Portsmouth representatives regarding water service to new 15-lot subdivision in Greenland for single-family homes

Superintendent Jones and Administrator Goetz and representatives from Portsmouth met with Beals and Associates, who are working for the developer and landowner for the proposed subdivision in Greenland off Breakfast Hill Road. The subdivision is for 15-lots and they are seeking water from the Rye Water District, which will be wholesaled to the City of Portsmouth for service to those properties. More information will be coming about this project in the future.

g. NHDES Vulnerability Study

Weston and Sampson Engineers will be conducting a vulnerability study on the District. The study will tie in with some of the master planning that Rye did with regard to sea-level rise and climate change impacts. The vulnerability study will look at issues that make water systems vulnerable.

h. Nobis Engineering contract for site investigation at the Washington Road water storage site

The Commission reviewed the contract from Nobis Engineering in the amount of \$28,100 for site investigation work at the Washington Road water tank storage site. The work includes project coordination, preparation of a health and safety plan, subsurface investigations, groundwater investigations, and drafting the final report.

Motion by Tom Mack to authorize Administrator Brian Goetz to sign the contract with Nobis Engineering for site investigation work at the Washington Road water tank storage site for up to \$28,100. Seconded by Rosalie Lopresto.

**Roll Call: Tom Mack – Aye; Rosalie Lopresto – Aye; Scott Marion – Aye
Motion passed.**

i. Operations Center (lease temporary office trailer)

Administrator Goetz presented the proposal for a temporary office trailer to be placed at the Garland well site. The trailer will house field staff offices and a conference area, which will be used during the design and construction phase of the central treatment facility. The trailer will be used by Administrator Goetz and Superintendent Jones when working with engineers and will allow for them to be on site for extended periods of time. The cost of the trailer is \$770 per month and it's anticipated that the District will be renting for about a year and a half.

Motion by Tom Mack to authorize Administrator Brian Goetz to rent an office trailer from United Rentals at \$770 per month for up to eighteen months. Seconded by Rosalie Lopresto.

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

VIII. Other Business

- Future commission meeting schedule (request to post calendar)
There was discussion about the posting of monthly meetings and how to get the information out to residents.

Upcoming Meeting Schedule:

- Monday, April 28th, 8:30 a.m.
- Wednesday, May 14th, 8:30 a.m.
- Wednesday, May 28th, 8:30 a.m.

IX. Adjournment

Motion by Rosalie Lopresto to adjourn at 3:10 p.m. Seconded by Tom Mack. All in favor.

Respectfully submitted,
Dyana F Ledger