

TOWN OF RYE
PARSONS CREEK ADVISORY COMMITTEE
Wednesday, August 12, 2026 – 8:30 a.m.
Rye Town Hall

Present: *Chair Susan Shepcaro, Mary-Ann Sullivan, John Shaw, Selectboard Rep Suzanne Barton, Land Use/Environmental Administrator Kara Campbell,*

I. CALL TO ORDER

Chair Shepcaro called the meeting to order at 8:30 a.m.

II. REGULAR BUSINESS

i. Update status of enforcement actions

Chair Shepcaro spoke about the importance of enforcement action for compliance with the Pump-Out Ordinance. She noted that she and Member Sullivan attended a select board meeting in June to request that legal letters be sent to the properties not in compliance. The letters have not yet been sent. She feels the Committee needs to press the enforcement issue for the pump-outs, as it is one of their main functions.

Selectwoman Barton commented on a process that may work in getting the enforcement action moving forward with the Select Board. She suggested approaching the Board with the concern, a possible solution, and a timeframe. She also suggested saving all emails and documentation between the Committee and the Select Board. Selectwoman Barton agreed to follow up with the Select Board at their next meeting.

There was discussion about enforcement action steps. Member Shaw noted that he will reach out to other communities with pump-out ordinances to see what they do.

ii. Continue discussion of E-mapping Parson Creek watershed boundaries – focus on redrawing boundaries

Chair Shepcaro noted that she received an email from resident Steven Borne stating that all of the area around Parsons Road should be included in the boundaries because it's so wet. It was noted that FB Environmental is doing the E-mapping for the Town.

Land Use Assistant Campbell commented that she will reach out to FB Environmental to see if anything has changed with the watershed boundaries. She pointed out that any work for mapping would come from the Planning Department through Kim Reed.

iii. 319 Grant opportunities – John Shaw update

Members Shaw spoke about the 319 Grant opportunities, which would be appropriate for projects related to the Parsons Creek Watershed. The deadline for the applications and grant packages is due this week, so there is not enough time to gather the information needed for submission for this year. The Committee agreed to keep the grant in mind for future projects.

There was discussion about projects that may be appropriate under the grant and would be of benefit to property owners. The 319 Grant is a 60/40 in kind matching grant.

Other –

**Pump out ordinance for other areas in town. Bailey’s Brook only parsons –
Public engagement – documented show of interest**

iv. NH SB 316 – changes to wetland buffer restrictions

The Committee reviewed the changes to the wetland buffer restrictions under NH SB 316.

III. OTHER BUSINESS

Member Shaw spoke to the Committee about a revision to the Pump-Out Ordinance to require a visual inspection of the leach field when a pump out is done at a property. The intent is to not require a licensed inspector, but to allow it to be done by the pumper. He suggested a checklist for the pumper to fill out, which would be turned to the Building Department with the pump out documents. Member Shaw submitted a draft checklist to the Committee for review.

The Committee agreed this would be a good change to the ordinance. There is some question as to whether the Town can require a full inspection of the leach field if there are any maintenance issues noted on the checklist. The Committee agreed to start with putting the checklist visual inspection into place before taking the next step to require a full inspection.

ADJOURNMENT

The Committee adjourned at 9:45 a.m.

Respectfully submitted,
Dyana F Ledger