



TOWN OF SUNAPEE
Water and Sewer Commission

P.O. Box 347, Sunapee, NH 03782-0347
(603) 763-2115

Board of Commissioners Meeting
February 26, 2023, 5:30 p.m.
Sunapee Town Office Meeting Room

1. Call to order
2. Forms for approval
 - January 26, 2023 Meeting Minutes
 - January Sewer Purchase Journal
 - January Water Purchase Journal
3. Wastewater Treatment Highlights
4. Water Treatment Highlights
5. Old & New Business
 - Fuss & O'Neill Invoice
 - 2023 Rates
 - Updated Water Emergency Plans
 - Asset Management Planning Grant Award
6. Non-Public session pursuant to RSA 91-A:3 Par II Sec (a) The dismissal, promotion, or compensation of any public employee.
Superintendent's Annual Review
7. Next Monthly Meeting March 30, 2023
8. Adjourn



TOWN OF SUNAPEE
WATER & SEWER COMMISSION
P.O. Box 347, Sunapee, New Hampshire 03782-0347
(603) 763-2115

New London/Sunapee Water & Sewer Commission Joint Quarterly Meeting
January 26, 2023
Sunapee Town Offices Meeting Room

PRESENT: Theodore Gallup-Chairman, Richard Curtis, Wayne Stoddard, Douglas Gamsby.
Also present: Holly Leonard, David Bailey, New London Selectmen- Janet Kidder, Nancy Rollins and William Helm, Kimberly Hallquist-New London Town Administrator.

The Chairman called the meeting to order at 5:31 p.m.:

1. September 27, 2023 Joint Meeting Minutes: Richard C. made a motion to accept the joint minutes of September 27, seconded by Nancy R. Sunapee voted in favor of approving the minutes, New London voted in favor of accepting the minutes, so declared by the Chairman.
2. Wastewater Treatment Highlights: Dave B. reported that the Wastewater Treatment Plant is running great and that there has been a lot of snow. He stated that toxicity testing is being done this week and that Arthur Mitts and Brian Deschamps went to Boston representing the Wastewater Plant to accept the award from EPA yesterday. He stated that the plant is running in winter-time mode and that things are going well.
3. Wastewater Treatment Plant / Town Forest Warrant Article: Dave B. stated that Sunapee is looking to take the Wastewater Treatment Plant out of Town Forest designation and explained why. He stated that with the new discharge permit to be issued soon there may be new limits that could require expansion of operations and that in order to be ready for this possibility the section needed would need to not be in Town Forest. Theodore G. explained what had happened and what is being presented to Sunapee voters for deliberation at the upcoming deliberative session and then for vote in March.

New London departed the meeting at 5:39 p.m.

Submitted by Holly Leonard.



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WATER & SEWER COMMISSION
P.O. Box 347, Sunapee, New Hampshire 03782-0347
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Board of Commissioners Meeting
January 26, 2023
Sunapee Town Office Meeting Room

PRESENT: Theodore Gallup - Chairman, Richard Curtis, Wayne Stoddard, Douglas Gamsby.
Also present: Holly Leonard, David Bailey, New London Selectmen- Janet Kidder, Nancy Rollins and William Helm, Kimberly Hallquist-New London Town Administrator.

The Chairman called the meeting to order at 5:31 p.m.

1. New London Sunapee Joint Meeting: See Joint Meeting Minutes.
2. Forms for Approval:
 - December 22, 2022 Meeting Minutes: Douglas G. made a motion to accept the December 22nd minutes, seconded by Wayne S., voted unanimously in favor, so declared by the Chairman.
 - January 5, 2023 Meeting Minutes: Douglas G. made a motion to accept the January 5th meeting minutes, seconded by Richard C. Douglas G. questioned what the plan on the warrant article for removing the Treatment Plant from Town Forest was and there was some discussion regarding what was on the warrant article and if it should be reworded to say 29 acres instead of 24 at deliberative session. Voted unanimously in favor of approving the minutes, so declared by the Chairman.
 - December Sewer Purchase Journal: Holly L. passed around an updated Purchase Journal that included payroll expenses for December. Douglas G. made a motion to accept the revised Sewer Purchase Journal for December 1st through December 31st, seconded by Richard C., voted unanimously in favor, so declared by the Chairman.
 - December Water Purchase Journal: Holly L. passed around the updated December Water Purchase Journal. Douglas G. made a motion to accept the revised Water Purchase Journal for December 1st through 31st, seconded by Richard C., after some discussion regarding the purchase of meter supplies at the end of the year, voted unanimously in the affirmative, so declared by the Chairman.
 - 2022 Sewer Income Statement through December 31, 2022: Douglas G. made a motion to accept the 2022 Sewer Income Statement, seconded by Wayne S., after some discussion regarding septic receiving income, voted unanimously in favor, so declared by the Chairman.
 - 2022 Water Income Statement through December 31, 2022: Douglas G. made a motion to accept the Water Department Income Statement for December 1st through December 31st, seconded by Richard C., voted unanimously in favor, so declared by the Chairman.
 - 1st Additional Sewer Billing Warrant 2023: After some discussion regarding the property being charged for an additional unit, Douglas G. made a motion to approve the rent collectors warrant for \$480, seconded by Richard C., voted unanimously in favor, so declared by the Chairman.

2023 Lien Warrant for 2022 Rents Uncollected: Holly L. presented that the lien warrant had added up to \$83,857.17 and that this was up quite a bit from 2022. Douglas G. made a motion to approve the lien warrant for the 2022 unpaid balances, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.

3. Water Treatment Highlights: Dave B. reported that the water filtration plant has been running very nicely and that filter three has been drained and cleaned. He stated that it had very little that needed to be cleaned out of it and that most likely this is due to the replacement of the intake pipe. He stated that the concrete storage tank has been shut off since the first week of the year and that TTHM samples will be taken the first week of February. Dave B. stated that the concrete tank was drained down to approximately 20 feet and that the water remaining in it would have to be pumped off and the tank cleaned before filling it with fresh water for the summer months. He reported that they have been working on the generator at River Road and that it has had a blown motor for some time, although it was not a priority because the turbine is able to be utilized and now is a good time to be repairing it.

Dave B. reported that hydrants are being cleaned out, and that he has been looking to hire a well company to come take one of the pumps out of one of the wells in Georges Mills to what specifications they are and maybe see what might be going on with them. Dave B. thinks that they may be speaking with Wragg Brothers about having this work done.

Dave B. stated that there may be a leak going on in Georges Mills as there has higher water use than normal there.

4. Old & New Business:

Theodore G. questioned if any work had been done on an Intertown Agreement as there had been an issue with how an employee would get paid when they went to help with an emergency in another town. Holly L. stated that mutual aid would be delved into when redoing the Emergency Plans for approval and practicing next month.

Fuss & O'Neill Invoices: Douglas G. made a motion to approve the January 18th and January 16th invoices from Fuss & O'Neill for payment, seconded by Richard C., voted unanimously in favor, so declared by the Chairman.

2023 Rates: Holly L. presented that there had not been time to discuss with Dave B. what to propose for increases and stated that she had been thinking that about an 5 to 8% increase in the rates but would do more research on this for next month's meeting.

The Superintendent's Review was also tabled until the next meeting.

The next monthly meeting will be on February 23, 2022.

6:20 p.m. Douglas G. made a motion to adjourn, seconded by Richard C., voted unanimously in the affirmative, so declared by the Chairman.

Sunapee SEWER Department
Purchase Journal
For the Period From Jan 1, 2023 to Jan 31, 2023

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/5/23	56140P Breakroom Supplies 202000 Accounts Payable	17720654 010323	CRYSTAL ROCK LLC	81.96	81.96
1/5/23	56290P Chemical Expense 202000 Accounts Payable	290213286	HARCROS CHEMICALS INC.	1,122.75	1,122.75
1/5/23	54200C Heating Fuel Expense 202000 Accounts Payable	748091	IRVING OIL CORP	173.40	173.40
1/5/23	54200C Heating Fuel Expense 202000 Accounts Payable	748494	IRVING OIL CORP	284.52	284.52
1/5/23	54200C Heating Fuel Expense 202000 Accounts Payable	748902	IRVING OIL CORP	212.68	212.68
1/5/23	56210P Maintenance Supply 202000 Accounts Payable	INV0152367	Val-Matic 4" 504BF Swing Flex Valve w/BackflowActuator & Mechanical Indicator TI-SALES	4,518.74	4,518.74
1/10/23	56220C Sewer Line Maint. Supply 202000 Accounts Payable	0231230826	AARON CARTIER	254.98	254.98
1/10/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070191562	UNIFIRST	56.01 22.50 72.08	150.59
1/10/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070193711	UNIFIRST	66.11 27.09 72.08	165.28
1/10/23	54200C Heating Fuel Expense 202000 Accounts Payable	127160	IRVING OIL CORP	180.29	180.29
1/10/23	56210P Maintenance Supply 202000 Accounts Payable	2899476	BELLETTETTES	25.38	25.38
1/10/23	56210P Maintenance Supply 202000	5000273018	MAIN OXY-ACETYLENE SUPPLY CO.	119.75	119.75

Sunapee SEWER Department
Purchase Journal

For the Period From Jan 1, 2023 to Jan 31, 2023

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable		SUPPLY CO.		
1/10/23	54200C Heating Fuel Expense 202000 Accounts Payable	832323		358.86	
			IRVING OIL CORP		358.86
1/10/23	56210P Maintenance Supply 202000 Accounts Payable	912876		9.49	
			SANEL NAPA		9.49
1/10/23	55200P Travel Expense 202000 Accounts Payable	Awards 2023		65.00	
			NEWEA		65.00
1/12/23	54100P Electricity Expense 202000 Accounts Payable	1/23		4,886.57	
			EVERSOURCE		4,886.57
1/12/23	53094P BIOS HANDLING 202000 Accounts Payable	254805		325.00	
			EASTERN ANALYTICAL, INC.		325.00
1/12/23	56290P Chemical Expense 202000 Accounts Payable	290213374		1,425.50	
			HARCROS CHEMICALS INC.		1,425.50
1/12/23	55220C Training/Education 202000 Accounts Payable	NEWEA Exam		75.00	
			Brian Deschamps		75.00
1/17/23	56270P Lab Supplies 202000 Accounts Payable	224687		2,414.13	
			USA BLUEBOOK		2,414.13
1/17/23	53090P Outside Lab Services 202000 Accounts Payable	254948		129.50	
			EASTERN ANALYTICAL, INC.		129.50
1/17/23	56210P Maintenance Supply 202000 Accounts Payable	28597	Pump as quoted by Michael Patrick 1/11/23 THE MAHER CORPORATION	4,363.00	4,363.00
1/17/23	56210P Maintenance Supply 202000 Accounts Payable	79115916		914.22	
			F.W. WEBB COMPANY		914.22
1/17/23	56210P Maintenance Supply 202000 Accounts Payable	79118758		180.52	
			F.W. WEBB COMPANY		180.52
1/17/23	53030P Telephone 53030C Telephone 202000	9924781594		104.18	
				104.18	
			VERIZON WIRELESS		208.36

Sunapee SEWER Department
Purchase Journal
For the Period From Jan 1, 2023 to Jan 31, 2023

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Accounts Payable				
1/19/23	54100C Electricity Expense 202000 Accounts Payable	1/2023 C		1,446.37	
			EVERSOURCE		1,446.37
1/19/23	56290P Chemical Expense 202000 Accounts Payable	19329		5,629.54	
			HOLLAND COMPANY, INC.		5,629.54
1/19/23	53094P BIOS HANDLING 202000 Accounts Payable	2022 SQC Rpt		500.00	
			TREASURER, STATE OF NH		500.00
1/19/23	56210P Maintenance Supply 202000 Accounts Payable	2912572		61.00	
			BELLETTETTES		61.00
1/19/23	56200P Safety Supplies 202000 Accounts Payable	499351	Pair of Safety Boots for David Bailey	114.99	
			HUBERTS DEPT. STORE		114.99
1/19/23	56260C Uniform Expense 56260P Uniform Expense 202000 Accounts Payable	INV000452975 1		403.30	
				403.30	
			GEMPLER'S		806.60
1/19/23	56210P Maintenance Supply 202000 Accounts Payable	P71241		107.88	
			Chappell Tractor		107.88
1/26/23	56290P Chemical Expense 202000 Accounts Payable	103859		3,319.80	
			ARIES CHEMICAL, INC		3,319.80
1/26/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070195756		78.50	
				27.09	
				72.08	
			UNIFIRST		177.67
1/26/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070197737		74.08	
				27.09	
				72.08	
			UNIFIRST		173.25
1/26/23	53041P Office/Computer Service 202000 Accounts Payable	1072571		581.40	
			MISSION COMMUNICATIONS, LLC		581.40

Sunapee SEWER Department
Purchase Journal

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/26/23	56200P Safety Supplies 202000 Accounts Payable	234618	USA BLUEBOOK	418.43	418.43
1/26/23	54200P Heating Fuel Expense 202000 Accounts Payable	244692	IRVING OIL CORP	461.84	461.84
1/26/23	56210P Maintenance Supply 202000 Accounts Payable	P05975	INTERSTATE BILLING	371.86	371.86
1/27/23	56100P Office Supplies 202000 Accounts Payable	30203167	QUILL CORPORATION	26.99	26.99
1/31/23	56270P Lab Supplies 202000 Accounts Payable	241011	USA BLUEBOOK	86.92	86.92
				36,930.01	36,930.01

Sunapee WATER Department
Purchase Journal
For the Period From Jan 1, 2023 to Jan 31, 2023

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
1/5/23	562900 Chemical Expense 202000 Accounts Payable	290213285	HARCROS	276.60	276.60
1/5/23	542000 Heating Fuel Expense 202000 Accounts Payable	742653	IRVING OIL CORPORATION	673.73	673.73
1/10/23	530300 Telephone 202000 Accounts Payable	01/01/2023	COMCAST	134.89	134.89
1/10/23	562600 Uniform Expense 202000 Accounts Payable	1070191562	UNIFIRST	23.78	23.78
1/10/23	562600 Uniform Expense 202000 Accounts Payable	1070193711	UNIFIRST	23.78	23.78
1/10/23	562100 Maintenance Supply 202000 Accounts Payable	2903430	BELLETTETES	4.48	4.48
1/12/23	541000 Electricity Expense 202000 Accounts Payable	1/2023	EVERSOURCE	1,753.04	1,753.04
1/17/23	552100 Dues & Publications 202000 Accounts Payable	20232100	NHWWA	200.00	200.00
1/17/23	562100 Maintenance Supply 202000 Accounts Payable	28596	Watson Marlow Pump as quoted by Michael Patrick 1/11/23 THE MAHER CORPORATION	4,362.00	4,362.00
1/17/23	530300 Telephone 202000 Accounts Payable	9924781594	VERIZON WIRELESS	104.17	104.17
1/18/23	562100 Maintenance Supply 202000 Accounts Payable	2910378	BELLETTETES	16.95	16.95
1/18/23	562100 Maintenance Supply 202000 Accounts Payable	2918506	BELLETTETES	41.36	41.36
1/18/23	562100 Maintenance Supply 202000 Accounts Payable	2918567	BELLETTETES	8.09	8.09
1/18/23	562100	2921171		4.13	

Sunapee WATER Department
Purchase Journal
For the Period From Jan 1, 2023 to Jan 31, 2023

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	Maintenance Supply 202000 Accounts Payable		BELLETTETES		4.13
1/18/23	562200 Distribution Supplies 202000 Accounts Payable	303392	STILES COMPANY	179.60	179.60
1/18/23	542000 Heating Fuel Expense 202000 Accounts Payable	531228	IRVING OIL CORPORATION	273.40	273.40
1/18/23	562600 Uniform Expense 202000 Accounts Payable	INV0004529751	GEMPLER'S	403.29	403.29
1/24/23	530300 Telephone 202000 Accounts Payable	1/16/23	COMCAST	197.61	197.61
1/26/23	562600 Uniform Expense 202000 Accounts Payable	1070195756	UNIFIRST	23.78	23.78
1/26/23	562600 Uniform Expense 202000 Accounts Payable	1070197737	UNIFIRST	23.78	23.78
1/26/23	542000 Heating Fuel Expense 202000 Accounts Payable	241931	IRVING OIL CORPORATION	301.88	301.88
1/27/23	561000 Office Supplies 202000 Accounts Payable	30274477	QUILL CORPORATION	11.98	11.98
1/27/23	562100 Maintenance Supply 202000 Accounts Payable	NP3247204	LAVALLEY BUILDING SUPPLY	75.75	75.75
1/27/23	562100 Maintenance Supply 202000 Accounts Payable	NP3249220-01	LAVALLEY BUILDING SUPPLY	118.12	118.12
1/31/23	562100 Maintenance Supply 202000 Accounts Payable	2937601	BELLETTETES	9.89	9.89
1/31/23	530400 Computer Software Support 202000 Accounts Payable	80117389	BADGER METER INC.	57.44	57.44
				9,303.52	9,303.52



FUSS & O'NEILL, INC.

Remit to: Fuss & O'Neill, Inc.
P. O. Box 412889
Boston, MA 02241-2889
f 860.646.2469
accounting@fando.com
(Invoice # Reference Required)
For EFT/ACH: Bank of America
ABA 011900254
Acct 385016029253
FEIN: 06-0845648
INVOICE

Dave Bailey
Town of Sunapee, NH
Sewer and Water Commission
PO Box 347
Sunapee, NH 03782

February 11, 2023
Invoice No: 0248214
Project Manager Daniel Monette
Purchase Order:
A/R over 60 days:

Invoice Total \$10,906.93

Project 20211335.A20 Sunapee, NH- Water Main Design
Lower Main Street

Professional Services through January 28, 2023

Task 000001 Field Investigation & Survey
Subtask 00000A Kickoff Internal

Total Fee 3,587.00
Percent Complete 100.00
Total Earned 3,587.00
Previous Fee Billing 3,587.00
Current Fee Billing 0.00
Total Fee 0.00
Total this Subtask 0.00

Subtask 00000B Field Survey

Total Fee 29,609.00
Percent Complete 100.00
Total Earned 29,609.00
Previous Fee Billing 28,128.55
Current Fee Billing 1,480.45
Total Fee 1,480.45
Total this Subtask \$1,480.45

Subtask 00000C Drafting EC Plans

Total Fee 15,204.00
Percent Complete 100.00
Total Earned 15,204.00
Previous Fee Billing 5,777.52
Current Fee Billing 9,426.48
Total Fee 9,426.48
Total this Subtask \$9,426.48

Total this Task \$10,906.93

Task 000002 Design & Permitting
Subtask 00000A Schematic Design

Net 30 days unless otherwise agreed-1.5% service charge on invoice balance over 30 days (18% per year). All applicable sales tax included.

Project	20211335.A20	Sunapee, NH- Water Main Design	Invoice	0248214
Total Fee		18,400.00		
Percent Complete		83.00	Total Earned	15,272.00
			Previous Fee Billing	15,272.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Subtask	0.00

Subtask	00000B	Shoreland Permitting		
Total Fee		7,300.00		
Percent Complete		6.00	Total Earned	438.00
			Previous Fee Billing	438.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Subtask	0.00

Subtask	00000C	NH DOT Coordination/Excavation Permit		
Total Fee		4,300.00		
Percent Complete		0.00	Total Earned	0.00
			Previous Fee Billing	0.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Subtask	0.00

Subtask	00000D	Bid Plans		
Total Fee		18,500.00		
Percent Complete		0.00	Total Earned	0.00
			Previous Fee Billing	0.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Subtask	0.00
			Total this Task	0.00

Task	000003	Specifications & Opinions of Cost		
Total Fee		12,100.00		
Percent Complete		4.00	Total Earned	484.00
			Previous Fee Billing	484.00
			Current Fee Billing	0.00
			Total Fee	0.00
			Total this Task	0.00
			Total this Invoice	<u>\$10,906.93</u>

Billings to Date

	Current	Prior	Total
Fee	10,906.93	53,687.07	64,594.00
Totals	10,906.93	53,687.07	64,594.00

1st Billing 2022

Per Mo	6 month average usage per user	6 month usage total	base rate \$155.00 w/16,000gal	.015/gal over 16,000gal	cost per customer 6 months
Under 1000	326	2041	665400	50478.85	\$ 155.00
1001-2000	437	8126	3551070	67673.00	\$ 155.00
2001-2667	132	12820	1688170	20411.95	\$155.00
2668-3000	36	17025 1025	612900	5580.00	\$ 170.38
3001-4000 over	86	20743 4743	1783900	13330.00	\$226.15
4001-5000 over	23	26617 10617	612200	3565.00	\$314.26
5001-6000 over	14	31907 15907	446700	2170.00	\$393.61
6001 & Up	35	44983 28983	1574400	5425.00	\$589.75
1088			\$ 168,633.80	\$ 28,891.38	

Hydrants \$ 13,437.50
 \$ 210,962.68

2nd Billing 2022

Per Mo	6 month average usage per user	6 month usage total	base rate \$155.00 w/16,000gal	.015/gal over 16,000gal	cost per customer 6 months
Under 1000	186	510222	28830.00		\$ 155.00
1001-2000	265.29	2351785	41119.95		\$ 155.00
2001-2666	178.75	2480700	27706.25	0	\$ 155.00
2666-4000	171	3014500	26505.00	4178.385	\$179.44
4001-5000	124	2604400	19220.00	9305.58	\$230.05
5001-6000	64.28	1706800	9963.40	10175.205	\$313.30
6001-7000	29	974500	4495.00	7657.305	\$419.05
7001 & over	48.95	4254360	7587.25	52067.13	\$1,218.68
over	1067.3				

Hydrants \$ 165,426.85 \$ 83,383.61
 Hydrants \$ 13,437.50
 \$ 262,247.96

Water Department
2023 Draft Budget
Summary

Approved	2022	Water
Wages		\$ 151,096.00
Payroll Expenses		\$ 77,340.00
Purchased Prof. & Tech Services		\$ 56,500.00
Purchased Property Services		\$ 33,600.00
Other Purchased Services		\$ 7,575.00
Supplies		\$ 124,915.00
	Total O & M	451,026.00
Bond Debt		
Lake Ave Sunapee Loan		47,290.18
1997 Water Treatment Bond		89,564.85
	Total Bond	136,855.03
2022 O & M AND BOND TOTAL		\$ 587,881.03

Proposed	2023	Water	% Increase from 22
Wages		\$ 162,096.00	7%
Payroll Expenses		\$ 86,425.00	12%
Purchased Prof. & Tech Services		\$ 55,000.00	-3%
Purchased Property Services		\$ 34,000.00	1%
Other Purchased Services		\$ 7,575.00	0%
Supplies		\$ 134,040.00	7.30%
	Total O & M	479,136.00	
	O & M % of increa	6.23%	
Bond Debt			
Lake Ave Sunapee Loan		46,120.18	-2%
1997 Water Treatment Bond		88,643.98	-1%
UV System SRF Loan		13,538.43	
	Total Bond	148,302.59	8%

2023 O & M AND BOND TOTAL **\$ 627,438.59**

Anticipated Revenue 2023			
based on 2022 Warrant	Water Rents	\$ 474,986.80	
	Bond Fees	\$ 139,379.50	\$ 3,616.67
1074 Equivalent Users	2022 State Grant	\$ 16,688.96	
	Total Water	\$ 631,055.26	

Balance 1/10/23		
General	\$ 430,747.00	\$ -
Cap Imp	\$ 58,391.00	
Replacement	\$ 450,528.00	
Cap Imp Captial Reserve	\$ 99,908.00	
	\$ 1,039,574.00	

Approved 2022	Sewer Plant	Sewer Collection	TOTAL Sewer
Wages	259,570.00	114,790.00	374,360.00
Payroll Expenses	146,215.00	71,155.00	217,370.00
Purchased Prof. & Tech Services	120,315.00	63,350.00	183,665.00
Purchased Property Services	76,250.00	39,410.00	115,660.00
Other Purchased Services	9,160.00	5,725.00	14,885.00
Supplies	187,650.00	50,572.00	238,222.00
Total O & M	799,160.00	345,002.00	1,144,162.00

Upgrade Loan	84,915.00		
Perkins Pond		\$ 44,211.50	

Total Bond	84,915.00	44,211.50	
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2022 O & M & BOND TOTAL	\$ 884,075.00	\$ 389,213.50	\$ 1,273,288.50
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Proposed 2023	Sewer Plant	Sewer Collection	TOTAL Sewer	% Increase From 22
Wages	279,400.00	123,360.00	402,760.00	8%
Payroll Expenses	163,550.00	79,660.00	243,210.00	12%
Purchased Prof. & Tech Services	123,815.00	64,450.00	188,265.00	3%
Purchased Property Services	76,250.00	39,410.00	115,660.00	0%
Other Purchased Services	9,160.00	5,725.00	14,885.00	0%
Supplies	204,785.00	51,107.00	255,892.00	7%
Total O & M	856,960.00	363,712.00	1,220,672.00	
O & M % of increase	7.23%	5.42%	6.69%	

Bond Debt				
Perkins Pond		\$ 42,517.96	42,517.96	-4%
Upgrade	81,697.28		81,697.28	-4%
Total Bond	81,697.28	42,517.96		

2023 O & M & BOND TOTAL	\$ 938,657.28	\$ 406,229.96	\$ 1,344,887.24
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Anticipated Revenue 2023

1484 Sewer Rents	\$ 664,263.04	based on 2022 Warrant	\$ 16,131.15
Town of New London	\$ 567,627.21	66.47%	
Upgrade Bond Fees	\$ 47,479.36		
Upgrade Bond Grant	\$ 39,130.00		
Perkins Pond Grant	\$ 9,429.00		
Perkins Pond Bond Fees	\$ 33,089.78		
Total Sewer			\$ 1,361,018.39

Fund Balances at 1/10/23

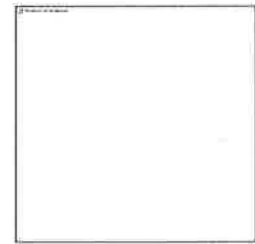
Capital Improvement Reserve	\$306,240.00
Operating Funds	\$ 959,140.00
Capital Improvement Account	\$ 587,860.00
Replacement Funds	\$ 960,390.00
	\$ 2,813,630.00



The State of New Hampshire

DEPARTMENT OF ENVIRONMENTAL SERVICES

Robert R. Scott, Commissioner



VIA EMAIL

February 10, 2023

Holly Leonard
Town of Sunapee
23 Edgemont Road
Sunapee, NH 03782

Subject: 2023 Asset Management Planning Grant
American Rescue Plan Act Grant

PWS# 2271010

Project# AM-167

Dear Holly Leonard,

Congratulations on your successful application to the 2023 Asset Management Grant Program. The Department of Environmental Services intends to award a **\$88,200** to the Town of Sunapee for this important project.

Attached is the Grant Agreement (GA) for the Asset Management Grant. The next step is to enter into a grant agreement and obtain Governor and Executive Council approval. Please review these documents carefully and if everything is acceptable, please complete the documents as follows:

1. Print the attached GA and have the authorized representatives sign page 1 and initial and date pages 2 and 3.
2. Print the attached Exhibits A-C and initial and date at the bottom of each page.
3. Print the attached Consultant Selection Justification Form and indicate which consulting firm your community will be contracting with and how that consultant was selected. If the qualified consultant was selected based on an established, current relationship, please provide justification and explain how that experience will benefit the proposed project in the Non-competitive/Sole Source section.
4. Submit an original Certificate of Vote signed and notarized.

DES Web Site: www.des.nh.gov

P.O. Box 95, 29 Hazen Drive, Concord, New Hampshire 03302-0095

Telephone: (603) 271-2513 Fax: (603) 271-5171 TDD Access: Relay NH 1-800-735-2964

Contact

DES #000000000

Date

Page 2 of 2

5. Submit a current certificate of insurance in compliance with our coverage requirements as outlined in the Grant Agreement. The Certificate Holder should be "State of New Hampshire, Department of Environmental Services, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095."

Please return single-sided hard copy versions of the completed documents to my attention at the address below. **Please note that any work funded by the grant cannot be completed until after the Governor and Council's approval.** All paperwork needs to be in no later than **April 30, 2023** to assure that we get all of the proper approvals in place.

Once the required paperwork is returned, NHDES will submit the funding package to Governor and Council for approval. Please feel free to contact me at 271-2472 or Luis.S.Adorno@nh.des.gov if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Luis Adorno". The signature is written in a cursive style with a large initial "L".

Luis Adorno

Drinking Water and Groundwater Bureau