



**TOWN OF SUNAPEE**  
***Water and Sewer Commission***

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

Board of Commissioners Meeting  
August 24, 2023, 5:30 p.m.  
Sunapee Town Office Meeting Room

1. Call to order
2. Election of Officers
3. Forms for approval
  - July 27, 2023 Meeting Minutes
  - July Sewer Purchase Journal
  - July Water Purchase Journal
  - July Income Statements
  - Grant Application FY 2024 & Grant Certification
  - 2<sup>nd</sup> Additional Sewer Billing Warrant 2023
4. Wastewater Treatment Highlights
5. Water Treatment Highlights
6. Old & New Business
  - Fuss & O'Neill Invoices
  - First Draft 2024 Budgets
7. Next Monthly Meeting September 28, 2023
8. Adjourn



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

**Board of Commissioners Meeting**  
**July 27, 2023**  
**Sunapee Town Office Meeting Room**

PRESENT: Theodore Gallup – Chairman, Jimmy Williams, Richard Curtis, Wayne Stoddard, Douglas Gamsby, Charles Hirshberg.

Also present: Holly Leonard and David Bailey.

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

1. New London/Sunapee Joint Quarterly Meeting: The Joint Quarterly meeting was tabled until September.
2. Forms for Approval:
  - June 29, 2023 Meeting Minutes: Douglas G. made a motion to accept the June 29<sup>th</sup> 2023 minutes, seconded by Jimmy W. voted unanimously in favor, so declared by the Chairman.
  - June Sewer Purchase Journal: Douglas G. made a motion to accept the June sewer purchase journal, seconded by Jimmy W., after some discussion regarding replacement fund deposits and Hillsboro Ford, unanimously in favor, so declared by the Chairman.
  - June Water Purchase Journal: Jimmy W. made a motion to accept the Sunapee water journal for June, seconded by Douglas G. after some discussion regarding Harcross and the deposit of funds into the Capital Improvement Capital Reserve, voted unanimously in the affirmative, so declared by the Chairman.
  - June 2023 Income Statements for Water & Sewer: Douglas G. made a motion to accept the June Income Statements for water and sewer, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
3. Water Treatment Highlights: Dave B. reported that the White Shutters leak has been repaired and that United had completed that. He stated that the turbine has been running for most of the month and that there had been a pipe that blew apart there when it was turned on that has since been repaired. There was some discussion regarding the incident and what had occurred. Dave B. reported that Aaron C. has completed a survey in hopes of getting a leak detection grant going through Granite State Rural Water. He stated that the water flows have slowed down quite a bit from last year. There was some discussion regarding what would happen for the leak survey. Dave B. stated that he dug five test pits today for the Route 11 crossings and that it had gone well. He stated that the only issue found had been at Main Street in Georges Mills and that at seven feet there he had encountered probable ledge. He stated that he had mistakenly gotten into a culvert when digging at the end of Lower Winn Hill and that the department would have to repair that.  
Dave B. reported that the department had purchased a flow meter for Georges Mills wells from A/D Instruments to be able to track how much water is coming from each well. He stated that it had cost \$6,908.32 and requested permission from the Commission for the purchase. Charles H. made a motion to approve the expenditure of \$6,908.32 for the wall mounted meter/converter for Georges Mills Water Pump Station, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.

4. Wastewater Treatment Highlights:

Dave B. stated that there had been some problems at the Wastewater Plant this month due to the torrential rain storms creating excessively high flows. He stated that some of the BOD tests had not come out and that he is not sure if this will result in violations or not but will see when he starts filling out the monthly report. There was some discussion regarding the amount of water that was going through the treatment plant and why the test results did not come out. Dave B. reported that there had been a manhole overflow on Lower Main Street that had resulted in calls being made for the violation to EPA, DES and Claremont Water. He stated that Aaron C. had called Stearns Septic to jet out an area that was suspected of having a blockage near a manhole close to the Treatment Plant. They found that this manhole seemed to be where the flows were not totally filling the line when checking manholes to see where the issue might have originated. He showed a picture of a large root ball that had come out of that area with the jetting and reported that they had at one time found a similar root quite a few years ago at the headworks that possibly originated from the same area where there is a large pine stump. He stated that New London had also had a manhole overflowing at the same time in the parking lot of the old Abbott Library where their force main ends.

Dave B. reported that a level transmitter at Pump Station 1 on Cooper Street had blown apart and that Aaron C. was able to take one from old parts to fix it and that he had purchased another one to have in case it is needed. He stated that manholes had been readied for paving.

5. Old & New Business:

Dave B. stated that there had been talk in the past about constructing a garage at the Wastewater Treatment Plant to house the vacor and Freightliner. He reported that Aaron C. had been speaking with someone from LaValley about the possibility of designing a 40 x 50 garage. There was some discussion regarding a possible warrant article for this, how to go about getting ready for this project and where said garage might be located.

Holly L. presented that a request for abatement had been received from the owners of 10 Burkehaven Terrace in the amount of \$640. She stated that there had been no water use at the property for many years and that this is a yearly occurrence. There was some discussion regarding the turning on and off of the summer water line there and if it was only for this property. Douglas G. made a motion to approve the abatement for 10 Burkehaven Terrace, seconded by Jimmy W. voted unanimously in the affirmative, so declared by the Chairman.

Richard C. questioned if there had been any more news about the possible Beech Street development. Dave B. stated that he has not heard anything more about it recently. There was some discussion regarding the proposed project.

The next monthly meeting is tentatively scheduled for August 24, 2023, if the meeting room is available.

6:19 p.m. Douglas G. made a motion to adjourn, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.

**Sunapee SEWER Department**  
**Purchase Journal**  
**For the Period From Jul 1, 2023 to Jul 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
7/6/23	53090P Outside Lab Services 202000 Accounts Payable	262710	EASTERN ANALYTICAL, INC.	70.00	70.00
7/6/23	56290P Chemical Expense 202000 Accounts Payable	290215924	HARCROS CHEMICALS INC.	1,047.75	1,047.75
7/6/23	56210P Maintenance Supply 202000 Accounts Payable	441227	NEWPORT SAND & GRAVEL	95.48	95.48
7/6/23	53075C Manhole Contract 202000 Accounts Payable	6192126	E.J.PRESCOTT, INC.	1,858.32	1,858.32
7/6/23	56240P Auto Fuel Expense 202000 Accounts Payable	90231766	WEX BANK	14.00	14.00
7/6/23	56210P Maintenance Supply 202000 Accounts Payable	INV00052139	USA BLUEBOOK	87.46	87.46
7/6/23	56210P Maintenance Supply 202000 Accounts Payable	NP3288816-01	LAVALLEY BUILDING SUPPLY	3.78	3.78
7/10/23	53094P BIOS HANDLING 202000 Accounts Payable	12418	Town of Merrimack	1,907.34	1,907.34
7/10/23	53070P Maintenance Service 202000 Accounts Payable	56483	KEY COMMUNICATIONS	249.50	249.50
7/10/23	56210P Maintenance Supply 202000 Accounts Payable	NHCLA133382	FASTENAL COMPANY	7.10	7.10
7/10/23	58200C 23 Article 33 Manhole 202000 Accounts Payable	WW042296	FERGUSON ENTERPRISES LLC DBA POLLARD WA	1,652.52	1,652.52
7/11/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070241371	UNIFIRST	53.93 28.87 74.81	157.61
7/11/23	56260P Uniform Expense 56260C	1070243248		53.93 28.87	

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	Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable		UNIFIRST	74.81	157.61
7/11/23	53094P BIOS HANDLING 202000 Accounts Payable	13086	CLEAN WATERS, INC.	9,219.90	9,219.90
7/11/23	53030P Telephone 53030C Telephone 53031C Alarms 202000 Accounts Payable	6/23	CONSOLIDATED COMMUNICATIONS	190.87 45.33 476.32	712.52
7/12/23	56240C Auto Fuel Expense 56240P Auto Fuel Expense 202000 Accounts Payable	346243	TREASURER STATE OF NH	287.76 230.34	518.10
7/12/23	54100P Electricity Expense 202000 Accounts Payable	7/23	EVERSOURCE	4,614.36	4,614.36
7/13/23	56220C Sewer Line Maint. Supply 202000 Accounts Payable	1171089	FERGUSON WATERWORKS	68.00	68.00
7/13/23	54200P Heating Fuel Expense 202000 Accounts Payable	641822	IRVING OIL CORP	477.01	477.01
7/13/23	56210P Maintenance Supply 202000 Accounts Payable	79136445	F.W. WEBB COMPANY	28.05	28.05
7/13/23	56220C Sewer Line Maint. Supply 202000 Accounts Payable	CM091227	FERGUSON WATERWORKS	51.99	51.99
7/13/23	56220C Sewer Line Maint. Supply 202000 Accounts Payable	WW043383	FERGUSON ENTERPRISES LLC DBA POLLARD WA	61.50	61.50
7/17/23	53090P Outside Lab Services 202000 Accounts Payable	263365	EASTERN ANALYTICAL, INC.	129.50	129.50
7/17/23	51100C Full Time Labor 51100P Full Time Labor 51300C	71		5,436.84 18,014.81 200.00	

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	Overtime Pay 51300P			914.14	
	Overtime Pay 52100C			101.12	
	Life & Disability Expense 52100P			290.71	
	Life & Disability Expense 52200C			431.22	
	FICA/Medicare Expense 52200P			1,448.06	
	FICA/Medicare Expense 52300C			1,669.28	
	Health Insurance Expense 52300P			4,799.16	
	Health Insurance Expense 52400C			792.54	
	Retirement 52400P			2,661.41	
	Retirement 53030C			14.23	
	Telephone 53030P			14.23	
	Telephone 53041C			65.97	
	Office/Computer Service 53041P			189.66	
	Office/Computer Service 55230P			80.00	
	Employee Testing 56120C			21.33	
	Postage Expense 58100P			21,364.14	
	WWTP Upgrade Loan Paymen 57100C			9,920.80	
	Perkins Pond Bond Payments 202000		TOWN OF SUNAPEE		68,429.65
	Accounts Payable				
7/17/23	53030P Telephone	9939087112		104.15	
	53030C Telephone			104.15	
	202000 Accounts Payable		VERIZON WIRELESS		208.30
7/17/23	56290P Chemical Expense	PI-22337		5,596.36	
	202000 Accounts Payable		HOLLAND COMPANY, INC.		5,596.36
7/18/23	56260P Uniform Expense	1070245059		47.88	
	56260C Uniform Expense			28.42	
	56250P Building/Custodial Expense			80.86	
	202000 Accounts Payable		UNIFIRST		157.16
7/18/23	54100C Electricity Expense	7-23 C		1,297.73	
	202000 Accounts Payable		EVERSOURCE		1,297.73
7/19/23	53090P Outside Lab Services	263521		325.50	
	202000		EASTERN ANALYTICAL, INC.		325.50

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	Accounts Payable				
7/20/23	56290P Chemical Expense 202000 Accounts Payable	105761	ARIES CHEMICAL, INC	1,817.00	1,817.00
7/20/23	56140C Breakroom Supplies 202000 Accounts Payable	17720654 071823	CRYSTAL ROCK LLC	66.96	66.96
7/20/23	56290P Chemical Expense 202000 Accounts Payable	290216157	HARCROS CHEMICALS INC.	2,473.25	2,473.25
7/20/23	56270P Lab Supplies 202000 Accounts Payable	INV00072210	USA BLUEBOOK	964.45	964.45
7/20/23	56210P Maintenance Supply 202000 Accounts Payable	NHCLA133500	FASTENAL COMPANY	118.36	118.36
7/20/23	56230C Pump Station Maint. Supply 202000 Accounts Payable	WW043382	FERGUSON ENTERPRISES LLC DBA POLLARD WA	11.50	11.50
7/21/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070239676	UNIFIRST	47.88 28.42 74.81	151.11
7/21/23	53041P Office/Computer Service 53031C Alarms 202000 Accounts Payable	1078460	MISSION COMMUNICATIONS, LLC	407.40 718.80	1,126.20
7/21/23	56100P Office Supplies 56100C Office Supplies 202000 Accounts Payable	33414275	QUILL CORPORATION	31.99 31.99	63.98
7/21/23	56270P Lab Supplies 202000 Accounts Payable	422671	NSI Solutions, Inc.	207.00	207.00
7/21/23	56270P Lab Supplies 202000 Accounts Payable	489921	NCL OF WISCONSIN, INC.	196.36	196.36
7/21/23	56210P Maintenance Supply	81560096		187.59	

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Date	Account ID Account Description	Invoice/CM #	Line Description	Debit Amount	Credit Amount
	202000 Accounts Payable		F.W. WEBB COMPANY		187.59
7/24/23	55300C Advertising Expense 202000 Accounts Payable	38081	ECHO COMMUNICATIONS	65.80	65.80
7/24/23	53075C Manhole Contract 202000 Accounts Payable	6201899	E.J.PRESCOTT, INC.	1,740.60	1,740.60
7/25/23	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070246839	UNIFIRST	53.55 28.42 75.43	157.40
7/25/23	53050C Auto Repair/Service 202000 Accounts Payable	934591	SANEL NAPA	38.90	38.90
7/25/23	53050C Auto Repair/Service 202000 Accounts Payable	934695	SANEL NAPA	2.76	2.76
7/25/23	53050C Auto Repair/Service 202000 Accounts Payable	935344	SANEL NAPA	3.29	3.29
7/26/23	53070P Maintenance Service 202000 Accounts Payable	028285	A/D INSTRUMENT REPAIR, INC.	877.55	877.55
7/26/23	56230C Pump Station Maint. Supply 202000 Accounts Payable	028299	A/D INSTRUMENT REPAIR, INC.	1,002.56	1,002.56
7/26/23	56210P Maintenance Supply 202000 Accounts Payable	INV2973086	SOUTHWORTH-MILTON, INC	221.63	221.63
7/26/23	53070P Maintenance Service 202000 Accounts Payable	inv0197	603 GARAGE DOOR SERVICES LLC	237.78	237.78
7/27/23	53075C Manhole Contract 202000 Accounts Payable	2465	UNITED CONSTRUCTION CORP	74.56	74.56
7/27/23	53075C Manhole Contract 202000 Accounts Payable	6201582	E.J.PRESCOTT, INC.	2,468.50	2,468.50



**Sunapee SEWER Department**

**Purchase Journal**

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7/27/23	56230C Pump Station Maint. Supply 202000 Accounts Payable	P93413	Chappell Tractor	8.52	8.52
7/27/23	56230C Pump Station Maint. Supply 202000 Accounts Payable	WW043398	FERGUSON ENTERPRISES LLC DBA POLLARD WA	86.50	86.50
7/31/23	53090P Outside Lab Services 202000 Accounts Payable	264117	EASTERN ANALYTICAL, INC.	70.00	70.00
7/31/23	56210P Maintenance Supply 202000 Accounts Payable	3266673	BELLETTETTES	41.55	41.55
7/31/23	53071C Sewer Line Maint. Service 202000 Accounts Payable	7373072023	STEARNS SEPTIC SERVICE, INC	1,190.00	1,190.00
				<b>114,875.76</b>	<b>114,875.76</b>

**Sunapee WATER Department**  
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7/6/23	552200 Training/Education 202000 Accounts Payable	11541	GRANITE STATE RURAL WATER	103.00	103.00
7/6/23	562200 Distribution Supplies 202000 Accounts Payable	305840	STILES COMPANY	80.77	80.77
7/6/23	562200 Distribution Supplies 202000 Accounts Payable	6192107	E.J.PRESCOTT INC	347.06	347.06
7/6/23	530400 Computer Software Support 202000 Accounts Payable	80130375	BADGER METER INC.	57.44	57.44
7/10/23	562200 Distribution Supplies 202000 Accounts Payable	2204	UNITED CONSTRUCTION CORP.	100.76	100.76
7/10/23	530300 Telephone 202000 Accounts Payable	7/1/23	COMCAST	144.89	144.89
7/11/23	562100 Maintenance Supply 202000 Accounts Payable	028262	A/D INSTRUMENT REPAIR	6,908.32	6,908.32
7/11/23	562600 Uniform Expense 202000 Accounts Payable	1070241371	UNIFIRST	25.10	25.10
7/11/23	562600 Uniform Expense 202000 Accounts Payable	1070243248	UNIFIRST	28.42	28.42
7/11/23	530300 Telephone 530310 Alarms 202000 Accounts Payable	6/23	CONSOLIDATED COMMUNICATIONS	73.78 202.00	275.78
7/12/23	562400 Auto Fuel Expense 202000 Accounts Payable	346243	TREASURER STATE OF NH	347.59	347.59
7/12/23	541000 Electricity Expense 202000 Accounts Payable	7/23	EVERSOURCE	1,248.85	1,248.85
7/17/23	530700 Maint.Repair/Service 202000 Accounts Payable	028267	A/D INSTRUMENT REPAIR	3,124.28	3,124.28

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7/17/23	511000 Full Time Labor	71		14,203.52	
	513000 Overtime Pay			1,306.08	
	521000 Life & Disability Expense			240.15	
	522000 FICA/Medicare			1,186.48	
	523000 Health Insurance Expense			3,964.52	
	524000 Retirement			1,957.91	
	530300 Telephone			14.24	
	530410 Office/Computer Service			156.68	
	561200 Postage Expense			21.33	
	572000 1997 Water Bond Payments			36,379.20	
	579500 Bond Payments - Interest			4,480.70	
	202000 Accounts Payable		TOWN OF SUNAPEE		63,910.81
7/17/23	530300 Telephone	9939087112		104.15	
	202000 Accounts Payable		VERIZON WIRELESS		104.15
7/18/23	562600 Uniform Expense	1070245059		28.87	
	202000 Accounts Payable		UNIFIRST		28.87
7/20/23	562100 Maintenance Supply	3224401		2.51	
	202000 Accounts Payable		BELLETTETES		2.51
7/20/23	562100 Maintenance Supply	3230295		279.99	
	202000 Accounts Payable		BELLETTETES		279.99
7/20/23	562700 Lab Supplies	INV00072210		315.31	
	202000 Accounts Payable		USA BLUEBOOK		315.31
7/20/23	562100 Maintenance Supply	NHCLA133500		295.00	
	202000 Accounts Payable		FASTENAL COMPANY		295.00
7/21/23	562600 Uniform Expense	1070239676		28.87	
	202000 Accounts Payable		UNIFIRST		28.87
7/21/23	530900 Outside Lab Services	123070214		60.00	
	202000 Accounts Payable		NELSON ANALYTICAL LAB		60.00
7/24/23	553000 Advertising Expense	38081		65.80	

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	202000 Accounts Payable		ECHO COMMUNICATIONS, INC.		65.80
7/24/23	530300 Telephone 202000 Accounts Payable	7/16/23		228.92	
			COMCAST		228.92
7/25/23	562600 Uniform Expense 202000 Accounts Payable	1070246839		28.63	
			UNIFIRST		28.63
7/25/23	562100 Maintenance Supply 202000 Accounts Payable	3220747		8.99	
			BELLETTETES		8.99
7/27/23	562100 Maintenance Supply 202000 Accounts Payable	WW043398		86.50	
			FERGUSON ENTERPRISES LLC		86.50
7/31/23	530400 Computer Software Support 202000 Accounts Payable	80133035		57.44	
			BADGER METER INC.		57.44
				<b>78,294.05</b>	<b>78,294.05</b>

Sunapee SEWER Department  
**2023 Income Statement**  
 For the Seven Months Ending July 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
<u>REVENUES</u>				
SRB Checking Interest Earned	\$ 319.45	\$ 1,940.79	\$ 0.00	(1,940.79)
Capital Improvement Interest	211.63	1,272.57	0.00	(1,272.57)
SRB Plant Replacement Interest	230.88	1,273.30	0.00	(1,273.30)
SRB Collection Replacement Int	141.50	856.94	0.00	(856.94)
Discounts Taken	0.00	5.02	0.00	(5.02)
New London Quarterly	166,714.32	397,461.89	527,627.00	130,165.11
Sewer User Fees	0.00	400,070.96	664,264.00	264,193.04
Sewer User Fee Abatement	0.00	(1,400.50)	0.00	1,400.50
Attachment Fees Rec'd	0.00	3,000.00	0.00	(3,000.00)
Septic Receiving	6,600.00	18,067.00	0.00	(18,067.00)
Upgrade Grant Received	0.00	39,131.00	39,130.00	(1.00)
Perkins Pond Grant Funds	4,696.00	4,696.00	9,429.00	4,733.00
Plant Replacement Deposit	0.00	55,975.00	55,975.00	0.00
Collection Replacement Deposit	0.00	27,307.00	27,307.00	0.00
<b>Total Revenues</b>	<b>178,913.78</b>	<b>949,656.97</b>	<b>1,323,732.00</b>	<b>374,075.03</b>
<u>EXPENDITURES</u>				
Full Time Labor	5,436.84	46,576.60	115,610.00	69,033.40
Full Time Labor	18,014.81	127,517.92	267,600.00	140,082.08
Overtime Pay	200.00	1,881.41	6,750.00	4,868.59
Overtime Pay	914.14	5,649.59	10,800.00	5,150.41
Commission Pay	0.00	690.00	1,000.00	310.00
Commission Pay	0.00	900.00	1,000.00	100.00
Unused Sick Leave Pay	0.00	0.00	2,500.00	2,500.00
Unused Sick Leave Pay	0.00	0.00	3,000.00	3,000.00
<b>Total Wages</b>	<b>24,565.79</b>	<b>183,215.52</b>	<b>408,260.00</b>	<b>225,044.48</b>
Life & Disability Expense	101.12	856.88	2,335.00	1,478.12
Life & Disability Expense	290.71	2,377.78	4,820.00	2,442.22
FICA/Medicare Expense	431.22	3,676.80	8,885.00	5,208.20
FICA/Medicare Expense	1,448.06	10,144.64	20,405.00	10,260.36
Health Insurance Expense	1,669.28	12,094.37	45,850.00	33,755.63
Health Insurance Expense	4,799.16	39,753.90	92,575.00	52,821.10
Retirement	792.54	9,045.21	18,360.00	9,314.79
Retirement	2,661.41	18,655.89	38,800.00	20,144.11
Unemployment Expense	0.00	0.00	110.00	110.00
Unemployment Expense	0.00	0.00	220.00	220.00
Worker's Comp. Expense	0.00	981.87	1,620.00	638.13
Worker's Comp. Expense	0.00	3,048.39	3,730.00	681.61
<b>Total Payroll Benefits</b>	<b>12,193.50</b>	<b>100,635.73</b>	<b>237,710.00</b>	<b>137,074.27</b>
Auditing	0.00	0.00	2,000.00	2,000.00
Auditing	0.00	0.00	1,500.00	1,500.00
Legal/Engineering Fees	0.00	268.75	4,500.00	4,231.25
Legal/Engineering Fees	0.00	843.75	5,000.00	4,156.25
Telephone	163.71	1,062.07	2,350.00	1,287.93
Telephone	309.25	1,983.18	4,000.00	2,016.82
Alarms	1,195.12	3,697.68	5,600.00	1,902.32

For Management Purposes Only

Sunapee SEWER Department  
**2023 Income Statement**  
 For the Seven Months Ending July 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
Computer Software Support	0.00	1,168.00	1,500.00	332.00
Computer Software Support	0.00	736.00	615.00	(121.00)
Office/Computer Service	65.97	636.31	1,500.00	863.69
Office/Computer Service	597.06	2,372.62	3,000.00	627.38
Office Rent	0.00	0.00	2,500.00	2,500.00
Office Rent	0.00	0.00	2,500.00	2,500.00
Auto Repair/Service	39.43	2,650.05	3,500.00	849.95
Auto Repair/Service	0.00	4,066.77	2,000.00	(2,066.77)
Maintenance Service	1,364.83	9,531.78	22,000.00	12,468.22
Sewer Line Maint. Service	1,190.00	3,490.00	4,000.00	510.00
Pump Station Maint. Service	0.00	0.00	17,000.00	17,000.00
Manhole Contract	6,141.98	6,141.98	20,000.00	13,858.02
Outside Lab Services	595.00	6,183.82	15,000.00	8,816.18
BIOS HANDLING	11,127.24	25,292.10	64,000.00	38,707.90
BIOS Lab	0.00	0.00	12,000.00	12,000.00
<b>Total Purchased Prof &amp; Tech Services</b>	<b>22,789.59</b>	<b>70,124.86</b>	<b>196,065.00</b>	<b>125,940.14</b>
Electricity Expense	1,297.73	10,013.30	24,410.00	14,396.70
Electricity Expense	4,614.36	32,334.85	63,500.00	31,165.15
Heating Fuel Expense	0.00	4,173.54	15,000.00	10,826.46
Heating Fuel Expense	477.01	3,624.30	12,750.00	9,125.70
<b>Total Purchased Property Services</b>	<b>6,389.10</b>	<b>50,145.99</b>	<b>115,660.00</b>	<b>65,514.01</b>
Property Insurance	0.00	3,709.42	5,000.00	1,290.58
Property Insurance	0.00	5,529.89	7,310.00	1,780.11
Travel Expense	0.00	0.00	75.00	75.00
Travel Expense	0.00	65.00	150.00	85.00
Dues & Publications	0.00	0.00	75.00	75.00
Dues & Publications	0.00	0.00	150.00	150.00
Training/Education	0.00	75.00	500.00	425.00
Training/Education	0.00	260.00	1,500.00	1,240.00
Employee Testing	0.00	0.00	75.00	75.00
Employee Testing	80.00	80.00	50.00	(30.00)
Advertising Expense	65.80	76.80	0.00	(76.80)
Advertising Expense	0.00	11.00	0.00	(11.00)
<b>Total Other Purchased Services</b>	<b>145.80</b>	<b>9,807.11</b>	<b>14,885.00</b>	<b>5,077.89</b>
Office Supplies	31.99	208.15	700.00	491.85
Office Supplies	31.99	299.14	910.00	610.86
Postage Expense	21.33	536.34	950.00	413.66
Postage Expense	0.00	237.01	515.00	277.99
Billing Expense	0.00	0.00	400.00	400.00
Breakroom Supplies	66.96	140.92	250.00	109.08
Breakroom Supplies	0.00	190.89	425.00	234.11
OFFICE EQUIPMENT	0.00	391.00	700.00	309.00
OFFICE EQUIPMENT	0.00	712.00	600.00	(112.00)
Safety Supplies	0.00	1,115.78	2,000.00	884.22
Safety Supplies	0.00	2,789.17	3,500.00	710.83
Maintenance Supply	791.00	23,135.13	16,000.00	(7,135.13)
Sewer Line Maint. Supply	77.51	3,251.59	7,000.00	3,748.41
Pump Station Maint. Supply	1,109.08	3,112.48	6,000.00	2,887.52
Auto Fuel Expense	287.76	2,292.90	4,000.00	1,707.10
Auto Fuel Expense	244.34	1,826.13	3,600.00	1,773.87

For Management Purposes Only

Sunapee SEWER Department  
**2023 Income Statement**  
 For the Seven Months Ending July 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
Building/Custodial Expense	380.72	2,226.40	3,260.00	1,033.60
Uniform Expense	143.00	1,264.53	1,800.00	535.47
Uniform Expense	257.17	2,468.96	3,500.00	1,031.04
Lab Supplies	1,367.81	15,951.70	22,700.00	6,748.30
Lab Equipment	0.00	0.00	8,800.00	8,800.00
Chemical Expense	10,934.36	52,829.80	85,000.00	32,170.20
<b>Total Supplies</b>	<b>15,745.02</b>	<b>114,980.02</b>	<b>172,610.00</b>	<b>57,629.98</b>
Coll. Replacement Fund	0.00	27,307.00	27,307.00	0.00
Plant Replacement Fund	0.00	55,975.00	55,975.00	0.00
<b>Total Replacement Fund</b>	<b>0.00</b>	<b>83,282.00</b>	<b>83,282.00</b>	<b>0.00</b>
<b>Total Perkins Pond Misc</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$ 81,828.80</b>	<b>\$ 612,191.23</b>	<b>\$ 1,228,472.00</b>	<b>616,280.77</b>
<u>MISCELLANEOUS EXPENSES</u>				
Perkins Pond Bond Payments	\$ 9,920.80	\$ 42,517.96	\$ 42,517.96	0.00
WWTP Upgrade Loan Payment	21,364.14	81,697.28	81,697.28	0.00
<b>Total Bond Payments</b>	<b>31,284.94</b>	<b>124,215.24</b>	<b>124,215.24</b>	<b>0.00</b>
23 Article 33 Manhole	1,652.52	28,358.13	45,000.00	16,641.87
13 RESOLUTION ESTABLISH CAP RE	0.00	100,000.00	0.00	(100,000.00)
23 Article #32 Truck	0.00	27,696.00	35,000.00	7,304.00
<b>Total Warrant Articles</b>	<b>1,652.52</b>	<b>156,054.13</b>	<b>80,000.00</b>	<b>(76,054.13)</b>
<b>TOTAL MISC. EXPENDITURES</b>	<b>\$ 32,937.46</b>	<b>\$ 280,269.37</b>	<b>\$ 204,215.24</b>	<b>(76,054.13)</b>
<u>OTHER EXPENSES</u>				
<b>Total Replacement Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

For Management Purposes Only

Sunapee WATER Department  
**2023 Income Statement**  
 For the Seven Months Ending July 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
<u>REVENUES</u>				
SRB Checking Interest	\$ 132.84	\$ 1,206.94	\$ 0.00	(1,206.94)
Capital Improvement Interest	3.25	23.75	0.00	(23.75)
SRB Replacement Fund Interest	186.55	1,919.29	0.00	(1,919.29)
Miscellaneous Income	0.00	9,505.33	0.00	(9,505.33)
Discounts Taken	2.92	8.40	0.00	(8.40)
Water User Fees	0.00	299,907.00	614,367.00	314,460.00
Water User Fee Abatement	(640.00)	(4,585.70)	0.00	4,585.70
State Grant Funds Rec'd	0.00	8,392.23	16,689.00	8,296.77
Water Replacement Deposit	0.00	69,165.00	69,165.00	0.00
<b>Total Revenues</b>	<b>\$ (314.44)</b>	<b>\$ 385,542.24</b>	<b>\$ 700,221.00</b>	<b>314,678.76</b>
<u>EXPENDITURES</u>				
Full Time Labor	\$ 14,203.52	\$ 79,359.84	\$ 147,596.00	68,236.16
Overtime Pay	1,306.08	5,391.75	13,500.00	8,108.25
Commission Pay	0.00	700.00	1,000.00	300.00
Unused Sick Leave Pay	0.00	0.00	3,000.00	3,000.00
<b>Total Wages</b>	<b>15,509.60</b>	<b>85,451.59</b>	<b>165,096.00</b>	<b>79,644.41</b>
Life & Disability Expense	240.15	1,480.15	2,655.00	1,174.85
FICA/Medicare	1,186.48	6,401.60	11,130.00	4,728.40
Health Insurance Expense	3,964.52	24,940.82	48,185.00	23,244.18
Retirement	1,957.91	11,542.82	19,120.00	7,577.18
Unemployment Expense	0.00	0.00	200.00	200.00
Worker's Comp. Expense	0.00	1,678.33	2,135.00	456.67
<b>Total Payroll Benefits</b>	<b>7,349.06</b>	<b>46,043.72</b>	<b>83,425.00</b>	<b>37,381.28</b>
Auditing	0.00	0.00	1,000.00	1,000.00
Legal/Engineering Fees	0.00	1,112.50	10,000.00	8,887.50
Telephone	565.98	3,646.14	4,500.00	853.86
Alarms	202.00	1,212.00	2,500.00	1,288.00
Computer Software Support	114.88	2,322.08	7,000.00	4,677.92
Office/Computer Service	156.68	727.16	2,000.00	1,272.84
Office Rent	0.00	0.00	2,500.00	2,500.00
Auto Repair/Service	0.00	1,529.04	3,000.00	1,470.96
Equipment Repair	0.00	3,909.36	2,000.00	(1,909.36)
Maint.Repair/Service	3,124.28	5,759.57	15,000.00	9,240.43
Outside Lab Services	60.00	1,410.00	5,500.00	4,090.00
<b>Total Purchased Prof &amp; Tech Services</b>	<b>4,223.82</b>	<b>21,627.85</b>	<b>55,000.00</b>	<b>33,372.15</b>
Electricity Expense	1,248.85	10,313.19	21,000.00	10,686.81
Heating Fuel Expense	0.00	4,291.98	13,000.00	8,708.02
<b>Total Purchased Property Services</b>	<b>1,248.85</b>	<b>14,605.17</b>	<b>34,000.00</b>	<b>19,394.83</b>
Property Insurance	0.00	4,295.41	5,675.00	1,379.59
Travel Expense	0.00	0.00	150.00	150.00
Dues & Publications	0.00	225.00	200.00	(25.00)

For Management Purposes Only



Sunapee WATER Department  
**2023 Income Statement**  
 For the Seven Months Ending July 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
Training/Education	103.00	683.00	1,500.00	817.00
Employee Testing	0.00	0.00	50.00	50.00
Advertising Expense	65.80	87.80	0.00	(87.80)
<b>Total Other Purchased Services</b>	<b>168.80</b>	<b>5,291.21</b>	<b>7,575.00</b>	<b>2,283.79</b>
Office Supplies	0.00	381.64	600.00	218.36
Postage Expense	21.33	588.55	1,000.00	411.45
Billing Expense	0.00	0.00	600.00	600.00
Breakroom Supplies	0.00	166.90	600.00	433.10
OFFICE EQUIPMENT	0.00	69.99	600.00	530.01
Safety Supplies	0.00	618.30	750.00	131.70
Maintenance Supply	7,581.31	14,905.68	9,000.00	(5,905.68)
Distribution Supplies	528.59	4,353.13	14,000.00	9,646.87
Meter Supplies	0.00	1,565.36	15,000.00	13,434.64
Hydrant Replacement	0.00	7,402.63	4,000.00	(3,402.63)
Auto Fuel Expense	347.59	2,344.38	4,000.00	1,655.62
Building/Custodial Expense	0.00	257.00	500.00	243.00
Uniform Expense	139.89	1,313.93	1,650.00	336.07
Lab Supplies	315.31	1,810.92	3,500.00	1,689.08
Lab Equipment	0.00	0.00	1,500.00	1,500.00
Chemical Expense	0.00	4,610.68	7,875.00	3,264.32
<b>Total Supplies</b>	<b>8,934.02</b>	<b>40,389.09</b>	<b>65,175.00</b>	<b>24,785.91</b>
Water Replacement Fund	0.00	69,165.00	69,165.00	0.00
<b>Total Replacement Fund</b>	<b>0.00</b>	<b>69,165.00</b>	<b>69,165.00</b>	<b>0.00</b>
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$ 37,434.15</b>	<b>\$ 282,573.63</b>	<b>\$ 479,436.00</b>	<b>196,862.37</b>
<u>MISCELLANEOUS EXPENSES</u>				
1997 Water Bond Payments	\$ 36,379.20	\$ 78,148.58	\$ 88,643.98	10,495.40
DWSRF Loan Repayment	0.00	0.00	13,518.43	13,518.43
LOAN PAYMENT-LAKE AVE	0.00	23,210.93	46,120.18	22,909.25
<b>Total Bond/Interest Payments</b>	<b>36,379.20</b>	<b>101,359.51</b>	<b>148,282.59</b>	<b>46,923.08</b>
<b>Total Warrant Articles</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL MISC. EXPENDITURES</b>	<b>\$ 36,379.20</b>	<b>\$ 101,359.51</b>	<b>\$ 148,282.59</b>	<b>46,923.08</b>
<u>OTHER EXPENSES</u>				
<b>Total Replacement Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2019 CR Establish	\$ 0.00	\$ 50,000.00	\$ 0.00	(50,000.00)
<b>Total Unbudgeted Expenditures</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>	<b>(50,000.00)</b>
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 50,000.00</b>	<b>\$ 0.00</b>	<b>(50,000.00)</b>

For Management Purposes Only



**TOWN OF SUNAPEE**  
***Water and Sewer Commission***  
P.O. Box 347, Sunapee, NH 03782-0347  
(603) 763-2115

**Certificate of Vote of Authorization**

We, the undersigned duly elected Commissioners of the Town of Sunapee Water and Sewer Department, do hereby state that on August 24, 2023 at the regular monthly meeting of the Water and Sewer Commission, the Commissioners voted

as the Chairman of the Commission.

The undersigned Commissioners hereby authorize, \_\_\_\_\_, as  
Chairman, to sign the application for annual payment of the state grant on the  
Commission's behalf.

_____	_____
_____	_____
_____	_____
_____	_____



## New Hampshire Department of Environmental Services

### Application for FY 2024 Payment of State Grant for Compliance with the Surface Water Treatment Rule Under RSA 486-A

#### REQUEST FOR CERTIFICATION

Request for FY 2024 payment of filtration grant offered and accepted:

Public Water System: **Sunapee Water & Sewer**  
Project No: **95-2271010**

<b>Total grant accepted</b>	\$839,147.68
<b>FY23 prior payment received</b>	\$22,020.00
<b>FY24 payment this application</b>	\$21,771.00

The **Sunapee Water & Sewer** (herein called the "Applicant") hereby makes Application to the State of New Hampshire (herein called the "State") for FY 2024 payment of the State Grant as above indicated for Project #s **95-2271010**.

The statements contained herein are certified by the undersigned representative of the Applicant to be true, correct and complete to the best of his/her knowledge and belief. He/she further certifies that: He/she has been authorized to file this application by formal action of the governing body of the Applicant as is evidenced by the attached certified copy of authorization made by the Applicant's governing body. He/she certifies that proper and efficient operation and maintenance of the Project have been provided since the prior application, or completion of the project. He/she further certifies that the debt schedule associated with the project(s) is current and accurate.

---

(Date)

(Signature of Representative)

(Title)



**TOWN OF SUNAPEE  
WATER & SEWER COMMISSION**

P.O. BOX 347  
Sunapee, New Hampshire 03782  
Phone: (603) 763-2115 Fax: (603) 763-2271

\$690.00  
2023 Sewer User Fees  
\$47.00  
2023 Sewer Bond Fees  
Total: \$737.00  
2<sup>nd</sup> Additional Billing 2023

**RENT COLLECTOR'S WARRANT**

**STATE OF NEW HAMPSHIRE**

Sullivan SS.

To Holly Leonard, Collector of SEWER RENTS & BOND FEES for the town of Sunapee in said county.

In the name of the State of New Hampshire, you are hereby directed to collect the sewer rents in the list herewith committed to you, amounting in all to the sum of:

Seven Hundred Thirty-Seven & 00/100 dollars.

And we further order you to remit all money collected, to the treasurer of said town at least on a weekly basis or whenever receipts exceed \$500.00. The list on the following page is a correct list of the assessment of the additional SEWER rents for the year 2023, upon the ratable estates in said Sunapee and of additional rents assessed on the real estates in said town of persons and corporations not residents therein as made by us, the Water & Sewer Commission.

Given under our hands and seal, at Sunapee, NH this \_\_\_\_\_ day of \_\_\_\_\_ in the year 2023.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



FUSS & O'NEILL, INC.

Remit to:
Fuss & O'Neill, Inc.
P. O. Box 412889
Boston, MA 02241-2889
t 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

August 13, 2023
Invoice No: 0253185

Invoice Total \$493.10

A/R over 60 days:
Project Manager Daniel Monette
Purchase Order:

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

Professional Services through July 29, 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 29,609.00
Current Fee Billing 0.00
Total Fee 0.00
Total this Subtask 0.00

Subtask 00000C Drafting EC Plans

Total Fee 15,204.00
Percent Complete 100.00
Total Earned 15,204.00
Previous Fee Billing 15,204.00
Current Fee Billing 0.00
Total Fee 0.00
Total this Subtask 0.00

Total this Task 0.00

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.

Total Fee	18,400.00		
Percent Complete	100.00	Total Earned	18,400.00
		Previous Fee Billing	18,400.00
		Current Fee Billing	0.00
		<b>Total Fee</b>	<b>0.00</b>
<b>Total this Subtask</b>			<b>0.00</b>

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Subtask	00000B	Shoreland Permitting
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Total Fee	7,300.00		
Percent Complete	42.70	Total Earned	3,117.10
		Previous Fee Billing	2,920.00
		Current Fee Billing	197.10
		<b>Total Fee</b>	<b>197.10</b>
<b>Total this Subtask</b>			<b>\$197.10</b>

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

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Subtask	00000D	Bid Plans
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Total Fee	18,500.00		
Percent Complete	11.00	Total Earned	2,035.00
		Previous Fee Billing	1,739.00
		Current Fee Billing	296.00
		<b>Total Fee</b>	<b>296.00</b>
<b>Total this Subtask</b>			<b>\$296.00</b>
<b>Total this Task</b>			<b>\$493.10</b>

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Task	000003	Specifications & Opinions of Cost
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Total Fee	12,100.00		
Percent Complete	25.70	Total Earned	3,109.70
		Previous Fee Billing	3,109.70
		Current Fee Billing	0.00
		<b>Total Fee</b>	<b>0.00</b>
<b>Total this Task</b>			<b>0.00</b>
<b>Total this Invoice</b>			<b><u>\$493.10</u></b>



FUSS & O'NEILL, INC.

Remit to:
Fuss & O'Neill, Inc.
P. O. Box 412889
Boston, MA 02241-2889
t 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

August 13, 2023
Invoice No: 0253184

Invoice Total \$1,792.40

A/R over 60 days:

Project Manager Daniel Monette

Purchase Order: 31526

Project 20211335.A10 Sunapee, NH-Lower Street Water Line Replacement

Professional Services through July 29, 2023

Table with 4 columns: Task, Fee, Percent Complete, and Billing. Row 1: Task 000001 Field Investigation & Survey, Total Fee 21,400.00, Percent Complete 100.00, Total Earned 21,400.00, Previous Fee Billing 20,415.60, Current Fee Billing 984.40, Total Fee 984.40, Total this Task 984.40.

Table with 4 columns: Task, Fee, Percent Complete, and Billing. Row 1: Task 000002 Schematic Design & Permitting, Total Fee 10,100.00, Percent Complete 80.00, Total Earned 8,080.00, Previous Fee Billing 7,272.00, Current Fee Billing 808.00, Total Fee 808.00, Total this Task 808.00.

Table with 4 columns: Task, Fee, Percent Complete, and Billing. Row 1: Task 000003 Design Development, Total Fee 8,400.00, Percent Complete 0.00, Total Earned 0.00, Previous Fee Billing 0.00, Current Fee Billing 0.00, Total Fee 0.00, Total this Task 0.00.

Total this Invoice \$1,792.40

Services Provided: Schematic Design, DOT Schedule for Test Pits

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

Water Department  
2024 Draft Budget  
Summary

Approved		Water
	<b>2023</b>	
Wages		\$ 162,096.00
Payroll Expenses		\$ 86,425.00
Purchased Prof. & Tech Services		\$ 55,000.00
Purchased Property Services		\$ 34,000.00
Other Purchased Services		\$ 7,575.00
Supplies		\$ 134,040.00
	<b>Total O &amp; M</b>	<b>479,136.00</b>
Bond Debt		
Lake Ave Sunapee Loan		47,290.18
1997 Water Treatment Bond		89,564.85
	<b>Total Bond</b>	<b>136,855.03</b>
<b>2023 O &amp; M AND BOND TOTAL</b>		<b>\$ 615,991.03</b>

Proposed		Water	% Increase from 23
	<b>2023</b>		
Wages		\$ 162,096.00	0%
Payroll Expenses		\$ 86,425.00	0%
Purchased Prof. & Tech Services		\$ 57,000.00	4%
Purchased Property Services		\$ 42,000.00	24%
Other Purchased Services		\$ 6,400.00	-16%
Supplies		\$ 139,965.00	4.42%
	<b>Total O &amp; M</b>	<b>493,886.00</b>	
	<b>O &amp; M % of increa</b>	<b>3.08%</b>	
Bond Debt			
Lake Ave Sunapee Loan		9,362.50	-80%
1997 Water Treatment Bond		82,746.00	-8%
UV System SRF Loan		13,518.43	
	<b>Total Bond</b>	<b>105,626.93</b>	-23%
<b>2024 O &amp; M AND BOND TOTAL</b>		<b>\$ 599,512.93</b>	

<u>Anticipated Revenue 2024</u>			
based on 2022 Warrant	Water Rents	\$ 474,986.80	
	Bond Fees	\$ 139,379.50	<b>\$ 31,542.33</b>
1074 Equivalent Users	2022 State Grant	\$ 16,688.96	
	<b>Total Water</b>	<b>\$ 631,055.26</b>	

Balance 8/17/23	
General	\$ 300,900.00
Cap Imp	\$ 58,415.00
Replacement	\$ 521,960.00
Cap Imp Captial Reserve	\$ 81,716.00
	<b>\$ 962,991.00</b>



Approved 2023	Sewer Plant	Sewer Collection	TOTAL Sewer
Wages	279,400.00	123,360.00	402,760.00
Payroll Expenses	163,550.00	79,660.00	243,210.00
Purchased Prof. & Tech Services	123,815.00	64,450.00	188,265.00
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	204,785.00	51,107.00	255,892.00
<b>Total O &amp; M</b>	<b>856,960.00</b>	<b>363,712.00</b>	<b>1,220,672.00</b>

Upgrade Loan	81,697.28		
Perkins Pond		\$ 42,517.96	

<b>Total Bond</b>	<b>81,697.28</b>	<b>42,517.96</b>	
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<b>2023 O &amp; M &amp; BOND TOTAL</b>	<b>\$ 938,657.28</b>	<b>\$ 406,229.96</b>	<b>\$ 1,344,887.24</b>
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Proposed 2024	Sewer Plant	Sewer Collection	TOTAL Sewer	% Increase From 23
Wages	279,400.00	123,360.00	402,760.00	0%
Payroll Expenses	163,550.00	79,660.00	243,210.00	0%
Purchased Prof. & Tech Services	121,815.00	64,450.00	186,265.00	-1%
Purchased Property Services	100,750.00	48,910.00	149,660.00	29%
Other Purchased Services	8,850.00	5,225.00	14,075.00	-5%
Supplies	212,125.00	51,507.00	263,632.00	3%
<b>Total O &amp; M</b>	<b>886,490.00</b>	<b>373,112.00</b>	<b>1,259,602.00</b>	
<b>O &amp; M % of increase</b>	<b>3.45%</b>	<b>2.58%</b>	<b>3.19%</b>	

Bond Debt				
Perkins Pond		\$ 42,888.52	42,888.52	1%
Upgrade	81,697.28		81,697.28	0%
<b>Total Bond</b>	<b>81,697.28</b>	<b>42,888.52</b>		

<b>2024 O &amp; M &amp; BOND TOTAL</b>	<b>\$ 968,187.28</b>	<b>\$ 416,000.52</b>	<b>\$ 1,384,187.80</b>
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#### Anticipated Revenue 2024

1484 Sewer Rents	\$ 664,263.04	based on 2023 Warrant	<b>\$ 16,131.15</b>
Town of New London	\$ 569,621.31	66.47%	
Upgrade Bond Fees	\$ 47,479.36		
Upgrade Bond Grant	\$ 39,130.00		
Perkins Pond Grant	\$ 9,429.00		
Perkins Pond Bond Fee	\$ 33,089.78		
<b>Total Sewer</b>			<b>\$ 1,363,012.49</b>

#### Fund Balances at 8/17/23

Capital Improvement Reserve	\$413,840.00
Operating Funds	\$ 892,620.00
Capital Improvement Account	\$ 592,132.00
Replacement Funds	\$ 1,017,445.00
	\$ 2,916,037.00

WATER TREATMENT  
2022 DRAFT BUDGET

As of 8/17/2023

BUDGET ITEM	APPROVED 2023	EXPENDED 8/17/2023	% USED	PROPOSED 2024	% CHANGE
<u>WAGES</u>					
Full Time Labor	147,596.00	79,359.84	54%	147,596.00	0%
Overtime Pay	13,500.00	5,391.75	40%	13,500.00	0%
Commissioner Pay	1,000.00	700.00	70%	1,000.00	0%
<b>TOTAL</b>	<b>162,096.00</b>	<b>85,451.59</b>	<b>53%</b>	<b>162,096.00</b>	<b>0%</b>
<u>PAYROLL EXPENSES</u>					
Unused sick	3,000.00	-	0%	3,000.00	0%
Life/disability	2,655.00	1,480.15	56%	2,655.00	0%
FICA/Medicare	11,130.00	6,401.60	58%	11,130.00	0%
Health & Dental Ins.	48,185.00	24,940.82	52%	48,185.00	0%
Retirement	19,120.00	11,542.82	60%	19,120.00	0%
Unemployment	200.00	-	0%	-	-100%
Unemp & Worker's Comp	2,135.00	1,678.33	79%	2,335.00	9%
<b>TOTAL</b>	<b>86,425.00</b>	<b>46,043.72</b>	<b>53%</b>	<b>86,425.00</b>	<b>0%</b>
<u>PURCHASED PROF &amp; TECH SERVICES</u>					
Audit	1,000.00	-	0%	1,000.00	0%
Legal/Engineering	10,000.00	1,112.50	11%	10,000.00	0%
Telephone	4,500.00	3,969.00	88%	6,500.00	44%
Alarms	2,500.00	1,454.00	58%	2,500.00	0%
Computer Software & Support	7,000.00	2,322.08	33%	7,000.00	0%
Office/Computer service	2,000.00	727.16	36%	2,000.00	0%
Office Rent	2,500.00	-	0%	2,500.00	0%
Auto repair/service	3,000.00	1,529.04	51%	3,000.00	0%
Equipment repair	2,000.00	3,909.36	195%	2,000.00	0%
Maint. Repair/Service	15,000.00	5,759.57	38%	15,000.00	0%
Outside lab services	5,500.00	1,645.00	30%	5,500.00	0%
<b>TOTAL</b>	<b>55,000.00</b>	<b>22,427.71</b>	<b>41%</b>	<b>57,000.00</b>	<b>4%</b>
<u>PURCHASED PROPERTY SERVICES</u>					
Electricity	21,000.00	11,588.38	55%	29,000.00	38%
Heating Fuel	13,000.00	4,291.98	33%	13,000.00	0%
<b>TOTAL</b>	<b>34,000.00</b>	<b>15,880.36</b>	<b>47%</b>	<b>42,000.00</b>	<b>24%</b>
<u>OTHER PURCHASED SERVICES</u>					
Property & Liability Insurance	5,675.00	4,295.41	76%	4,500.00	-21%
Travel	150.00	-	0%	-	-100%
Dues & Advertising	200.00	312.80	156%	200.00	0%
Emp Training/Travel & Testing	1,500.00	933.00	62%	1,700.00	13%
Employee Testing	50.00	-	0%	-	-100%
<b>TOTAL</b>	<b>7,575.00</b>	<b>5,541.21</b>	<b>73%</b>	<b>6,400.00</b>	<b>-16%</b>
<u>SUPPLIES</u>					
Office supplies & Equipment	600.00	381.64	64%	1,800.00	200%
Postage	1,000.00	588.55	59%	1,000.00	0%
Billing Expense	600.00	-	0%	-	-100%
Office Equipment	600.00	69.99	12%	-	-100%
Breakroom Supplies	300.00	166.90	56%	300.00	0%
Safety Supplies	750.00	618.30	82%	800.00	7%
Maint. supplies	9,000.00	14,961.74	166%	12,000.00	33%

WATER TREATMENT  
2022 DRAFT BUDGET

As of 8/17/2023

BUDGET ITEM	APPROVED 2023	EXPENDED 8/17/2023	% USED	PROPOSED 2024	% CHANGE
Distribution Supplies	14,000.00	4,473.13	32%	12,000.00	-14%
Meter Supplies	15,000.00	1,565.36	10%	15,000.00	0%
Hydrant Repair/Replace	4,000.00	7,402.63	185%	7,500.00	88%
Auto fuel	4,000.00	2,846.54	71%	4,000.00	0%
Building/Custodial expense	500.00	257.00	51%	500.00	0%
Uniforms	1,650.00	1,404.82	85%	2,400.00	45%
Lab supplies & Equip	3,500.00	1,948.82	56%	5,000.00	43%
Lab equipment	1,500.00	-	0%	-	-100%
Chemicals	7,875.00	5,040.43	64%	8,500.00	8%
Water Replacement Fund	69,165.00	69,165.00	100%	69,165.00	0%
<b>TOTAL</b>	<b>134,040.00</b>	<b>110,890.85</b>	<b>83%</b>	<b>139,965.00</b>	<b>4.4%</b>
<b>SUBTOTAL</b>	<b>\$ 479,136.00</b>	<b>\$ 286,235.44</b>	<b>60%</b>	<b>\$ 493,886.00</b>	<b>3.1%</b>
<b>TOTAL APPROVED BUDGET FOR 2023</b>	<b>\$ 479,136.00</b>	<b>\$ 286,235.44</b>	<b>60%</b>	<b>\$ 493,886.00</b>	<b>3.1%</b>
				<b>PROPOSED FOR 2024</b>	

Truck Warrant Article                   \$ 35,000.00   \$ 27,708.00   \$ 7,292.00

Capital Improvement CR Expense   \$ 35,983.87

BOND PAYMENTS	2023			
Lake Avenue Loan Payment	\$ 46,120.18	\$ 23,210.93	\$ 9,362.50	
UV SRF Loan Payment	\$ 13,518.43	\$ -	\$ 13,518.43	
Treatment Bond Payment	\$ 88,643.98	\$ 82,629.28	\$ 82,746.00	-6.7%
	<b>\$ 148,282.59</b>	<b>\$ 105,840.21</b>	<b>\$ 105,626.93</b>	<b>-28.8%</b>
			<b>PROPOSED FOR 2024</b>	

ANTICIPATED INCOME FOR 2024

Rents *	\$ 442,518.58
Bond Fees	\$ 138,840.00
Bond Grant	\$ 16,500.24
<b>TOTAL ANTICIPATED RECEIPTS:</b>	<b>\$ 597,858.82</b>

APPROXIMATE EQUIVALENT USERS:

	1068
ANTICIPATED 2023 ANNUAL WATER	
WATER BOND FEE:	\$ 130.00
USAGE FEE (excluding overage)	\$ 310.00

\*Based on 2023 Rent Warrant

SEWER TREATMENT PLANT  
2022 DRAFT BUDGET

As of 8/17/2023

BUDGET ITEM	APPROVED 2022	EXPENDED 8/17/2023	% USED	PROPOSED 2024	% Increase
<u>WAGES</u>					
Full Time Labor	267,600.00	127,517.92	48%	267,600.00	0%
Overtime Pay	10,800.00	5,649.59	52%	10,800.00	0%
Commissioner Pay	1,000.00	900.00	90%	1,000.00	0%
<b>TOTAL</b>	<b>279,400.00</b>	<b>134,067.51</b>	<b>48%</b>	<b>279,400.00</b>	<b>0%</b>
<u>PAYROLL EXPENSES</u>					
Unused sick	3,000.00	-	0%	3,000.00	0%
Life/disability	4,820.00	2,377.78	49%	4,820.00	0%
FICA/Medicare	20,405.00	10,144.64	50%	20,405.00	0%
Health & Dental Ins.	92,575.00	39,753.90	43%	92,575.00	0%
Retirement	38,800.00	18,655.89	48%	38,800.00	0%
Unemployment	220.00	-	0%	-	-100%
Unemp & Worker's Comp	3,730.00	3,048.39	82%	3,950.00	6%
<b>TOTAL</b>	<b>163,550.00</b>	<b>73,980.60</b>	<b>45%</b>	<b>163,550.00</b>	<b>0%</b>
<u>PURCHASED PROF. &amp; TECH. SERVICES</u>					
Audit	1,500.00	-	0%	1,500.00	0%
Legal/Engineering	5,000.00	843.75	17%	5,000.00	0%
Joint Sewer Main					
Telephone	4,000.00	2,276.79	57%	4,000.00	0%
Computer Software support	615.00	736.00	120%	615.00	0%
Office/Computer Services	3,000.00	2,372.62	79%	3,000.00	0%
Office rent	2,500.00	-	0%	2,500.00	0%
Auto & Equip Repair	2,000.00	4,066.77	203%	3,000.00	50%
Maintenance services	22,000.00	11,002.07	50%	22,000.00	0%
Outside lab service	15,000.00	6,353.32	42%	15,000.00	0%
BOIS Handling	64,000.00	30,262.93	47%	65,200.00	2%
BOIS Lab	1,200.00	-	0%	-	-100%
<b>TOTAL</b>	<b>120,815.00</b>	<b>57,914.25</b>	<b>48%</b>	<b>121,815.00</b>	<b>1%</b>
<u>PURCHASED PROPERTY SERVICES</u>					
Electricity	63,500.00	37,384.02	59%	88,000.00	39%
Heating Fuel	12,750.00	3,624.30	28%	12,750.00	0%
<b>TOTAL</b>	<b>76,250.00</b>	<b>41,008.32</b>	<b>54%</b>	<b>100,750.00</b>	<b>32%</b>
<u>OTHER PURCHASED SERVICES</u>					
Property Insurance	7,310.00	5,529.89	76%	7,000.00	-4%
Travel	150.00	65.00	43%	-	-100%
Dues & Publications	150.00	-	0%	150.00	0%
Emp Training/travel/testing	1,500.00	510.00	34%	1,700.00	13%
Employee Testing	50.00	91.00	182%	-	-100%
<b>TOTAL</b>	<b>9,160.00</b>	<b>6,195.89</b>	<b>68%</b>	<b>8,850.00</b>	<b>-3%</b>
<u>SUPPLIES</u>					
Office supplies & Equipment	910.00	299.14	33%	1,510.00	66%
Office Equipment	600.00	712.00	119%	-	-100%
Postage	515.00	237.01	46%	515.00	0%
Breakroom Supplies	425.00	190.89	45%	425.00	0%
Safety Supplies	3,500.00	2,789.17	80%	3,500.00	0%
Maint supply	16,000.00	23,660.68	148%	22,000.00	38%

SEWER TREATMENT PLANT  
2022 DRAFT BUDGET

As of 8/17/2023

BUDGET ITEM	APPROVED 2022	EXPENDED 8/17/2023	% USED	PROPOSED 2024	% Increase
Auto fuel	3,600.00	2,214.19	62%	3,600.00	0%
Building/Custodial	3,260.00	2,460.82	75%	3,800.00	17%
Uniforms	3,500.00	2,636.67	75%	4,300.00	23%
Lab supplies & Equipment	22,700.00	15,951.70	70%	31,500.00	39%
Lab Equipment	8,800.00	-	0%	-	-100%
Chemicals	85,000.00	53,982.80	64%	85,000.00	0%
Replacement Fund	55,975.00	55,975.00	100%	55,975.00	0%
<b>TOTAL</b>	<b>204,785.00</b>	<b>161,110.07</b>	<b>79%</b>	<b>212,125.00</b>	<b>4%</b>
	-			-	
<b>TOTAL APPROVED BUDGET FOR 2023</b>	<b>\$ 853,960.00</b>	<b>\$ 474,276.64</b>	<b>56%</b>	<b>\$ 886,490.00</b>	<b>3.81%</b>
Special Audit Sunapee Only	\$ 3,000.00			\$ 3,000.00	
	\$ -			\$ -	
	<b>\$ 856,960.00</b>			<b>\$ 889,490.00</b>	

Sewer Collection System  
2022  
Draft Budget

BUDGET ITEM	APPROVED 2023	EXPENDED 8/24/2023	% USED	Proposed 2024	% INCREASE
<u>WAGES</u>					
Full Time Labor	115,610.00	46,576.60	40%	115,610.00	0%
Overtime Pay	6,750.00	1,881.41	28%	6,750.00	0%
Commissioner Pay	1,000.00	690.00	69%	1,000.00	0%
<b>TOTAL</b>	<b>123,360.00</b>	<b>49,148.01</b>	<b>40%</b>	<b>123,360.00</b>	<b>0%</b>
<u>PAYROLL EXPENSES</u>					
Unused sick	2,500.00	-	0%	2,500.00	0%
Life/disability	2,335.00	856.88	37%	2,335.00	0%
FICA/medicare	8,885.00	3,676.80	41%	8,885.00	0%
Health insurance	45,850.00	12,094.37	26%	45,850.00	0%
Retirement	18,360.00	9,045.21	49%	18,360.00	0%
Unemployment	110.00	-	0%	110.00	0%
Worker's comp.	1,620.00	981.87	61%	1,620.00	0%
<b>TOTAL</b>	<b>79,660.00</b>	<b>26,655.13</b>	<b>33%</b>	<b>79,660.00</b>	<b>0%</b>
<u>PURCHASED PROF &amp; TECH SERVICES</u>					
Auditing	2,000.00	-	0%	2,000.00	0%
Legal/Engineering	4,500.00	268.75	6%	4,500.00	0%
Telephone	2,350.00	1,211.56	52%	2,350.00	0%
Alarms	5,600.00	4,179.49	75%	5,600.00	0%
Computer Software support	1,500.00	1,168.00	78%	1,500.00	0%
Office/Computer Services	1,500.00	636.31	42%	1,500.00	0%
Office Rent	2,500.00	-	0%	2,500.00	0%
Auto repair/service	3,500.00	2,650.05	76%	3,500.00	0%
Sewer Line Maint. Services	4,000.00	3,490.00	87%	4,000.00	0%
Pump Stn. Maint. Services	17,000.00	-	0%	17,000.00	0%
Manhole Repairs/Maint.	20,000.00	7,477.62	37%	20,000.00	0%
<b>TOTAL</b>	<b>64,450.00</b>	<b>21,081.78</b>	<b>33%</b>	<b>64,450.00</b>	<b>0%</b>
<u>PURCHASED PROPERTY SERVICES</u>					
Electricity	24,410.00	11,215.59	46%	33,910.00	39%
Heating Fuel	15,000.00	4,173.54	28%	15,000.00	0%
<b>TOTAL</b>	<b>39,410.00</b>	<b>15,389.13</b>	<b>39%</b>	<b>48,910.00</b>	<b>24%</b>
<u>OTHER PURCHASED SERVICES</u>					
roperty & Liability Insurance	5,000.00	3,709.42	74%	4,500.00	-10%
Travel	75.00	-	0%	-	-100%
Dues & Advertising	75.00	76.80	102%	75.00	0%
Emp.Training/travel/testing	500.00	135.00	27%	650.00	30%
Employee Testing	75.00	-	0%	-	-100%
<b>TOTAL</b>	<b>5,725.00</b>	<b>3,921.22</b>	<b>68%</b>	<b>5,225.00</b>	<b>-9%</b>
<u>SUPPLIES</u>					
Office supplies & Equip	700.00	208.15	30%	1,800.00	157%
Office Equipment	700.00	391.00	56%	-	-100%

Sewer Collection System  
2022  
Draft Budget

BUDGET ITEM	APPROVED 2023	EXPENDED 8/24/2023	% USED	Proposed 2024	% INCREASE
Postage	950.00	536.34	56%	950.00	0%
Billing	400.00	-	0%	-	-100%
Breakroom Supplies	250.00	140.92	56%	250.00	0%
Safety Supplies	2,000.00	1,115.78	56%	2,000.00	0%
Sewer Line Maint Supply	7,000.00	3,556.87	51%	7,000.00	0%
Pump Stn. Maint. Supply	6,000.00	3,734.54	62%	6,000.00	0%
Auto fuel	4,000.00	2,713.02	68%	4,000.00	0%
Uniforms	1,800.00	1,355.00	75%	2,200.00	22%
Coll. Replacement Fund	27,307.00	27,307.00	100%	27,307.00	0%
<b>TOTAL</b>	<b>51,107.00</b>	<b>41,058.62</b>	<b>80%</b>	<b>51,507.00</b>	<b>1%</b>
<b>TOTAL APPROVED BUDGET</b>					
2023	\$ 363,712.00	\$ 157,253.89	43%	\$ 373,112.00	2.58%
<b>PROPOSED FOR 2024</b>					
			Remaining		
Truck Warrant Article	\$ 35,000.00	\$ 27,696.00	\$ 7,304.00		
Manhole Warrant Article	\$ 45,000.00	\$ 28,358.13	\$ 16,641.87		
					0.00%
Perkins Pond Payment	\$ 42,517.96	\$ 42,517.96		\$ 42,888.52	
				\$	-

ANTICIPATED 2024 INCOME:

Sewer Coll. Fees:*	\$ 267,132.00
Perkins Pond Bond Fees	\$ 47,705.48
\$463.16 ea 103 users	
Perkins Pond Grant	\$ 9,722.50
	<u>\$ 324,559.98</u>

\*Based on 2023 Rent Warrant

APPROXIMATE EQUIVALENT USERS:

1453

ANTICIPATED 2023 ANNUAL COLLECTION	
FEE:	\$ 200.70
TOTAL PLANT AND COLLECTION:	\$ 448.00