



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

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

Board of Commissioners Meeting  
April 28, 2022, 5:30 p.m.  
Sunapee Town Office Meeting Room

1. Call to order
2. Sunapee/New London Joint Quarterly Meeting  
January 27, 2022 Joint Meeting Minutes  
Wastewater Treatment Highlights
3. Forms for Approval:  
March 21, 2022 Meeting Minutes  
April 19, 2022 Meeting Minutes  
March Sewer Purchase Journal  
March Water Purchase Journal  
March 2022 - Sewer Income Statement  
March 2022 Water Income Statement  
1<sup>st</sup> Billing Warrants 2022
4. Water Treatment Highlights  
UV System Startup  
PRB Certificate of Substantial Completion  
PRB Pay Application #5  
Disbursement Request #6 for SRL UV Funds  
Atlantium Service quote
5. Old & New Business  
Proposal for use of LFRF's for Sunapee water infrastructure projects.
6. Next Monthly Meeting May 26, 2022
7. 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 27, 2022**  
**Sunapee Town Offices Meeting Room**

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

Also present: Holly Leonard, David Bailey, New London Selectmen-Nancy Rollins, Janet Kidder and John Cannon, Shannon Martinez-Sunapee Town Manager.

The Chairman called the meeting to order at 5:33 p.m.:

1. September 30, 2021 Joint Meeting Minutes: Douglas G. made a motion to accept the joint quarterly meeting minutes from September 30th, seconded by Nancy R., Sunapee polled in favor, New London polled in favor, so declared by the Chairman.
  
2. Wastewater Treatment Highlights: Dave B. reported that the Wastewater Treatment Plant has been running pretty well but that they are still experiencing some issues with the phosphorus removal. He stated that they have not been using very much of the rare earth in an effort to keep costs down and that he thinks that there is an issue with trying to run two ditches right now in the cold weather. Dave B. reported that they are dealing with trying to keep both ditches running and that he believes that it will work out fine.  
Dave B. stated that he is working on filling out a new discharge permit application and that he does need to have it done six months prior to the expiration date which is October 31<sup>st</sup>.  
Dave B. stated that the representative from the stated that had been out looking at the collection system to set up for PFOA sampling would be back for sampling soon. There was some discussion regarding running both ditches and why it is an issue during the colder months of the year with lower flows going through the plant.  
Dave B. reported that the Inflow and Infiltration report needs to be sent to the state soon and reminded New London that they need to submit one as well.  
Janet K. questioned how the planning for using the ARPA funds for the line borings is going. Dave B. responded that there is going to be a request for qualifications discussed later in the meeting to keep this moving forward.  
Charles H. questioned the sludge drying proposal and Dave B. stated that RMI is still having issues with the supplier of the equipment and that the machine which they have to offer is not set up specifically for Sunapee and that it might be quite a stretch to retrofit it for the Sunapee Plant. Dave B. said that he has been speaking with engineers about other dewatering units and possibilities.

New London departed the meeting at 5:45 p.m.

Submitted by Holly Leonard.



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**Board of Commissioners Meeting**  
**March 31, 2022**  
**Sunapee Town Office Meeting Room**

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

Also present: Holly Leonard, David Bailey.

The Chairman called the meeting to order at 5:32 p.m.

1. Election of Officers: Jimmy W. nominated Theodore G. for Chairman, seconded by Charles H., voted unanimously in favor, so declared by the Chairman.  
Jeffrey R. nominated Jimmy W. for Vice-Chairman, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.
2. Forms for Approval:  
February 24, 2022 Meeting Minutes: Charles H. made a motion to accept the meeting minutes, seconded by Richard C. voted unanimously in favor, so declared by the Chairman.  
February Sewer Purchase Journal: Jimmy W. made a motion to accept the Sewer Purchase Journal, seconded by Charles H., after some discussion regarding Aquatec Environmental, the Town of Merrimack, Underwood Engineers and the Asset Management Plan as well as the price of fuel, voted unanimously in favor, so declared by the Chairman.  
February Water Purchase Journal: Jimmy W. made a motion to accept the Water Department Purchase Journal as is, seconded by Jeffrey R., voted unanimously in the affirmative, so declared by the Chairman.  
February 2022 Sewer Income Statement: Jeffrey R. made a motion to accept the 2021 Sewer Income Statement, seconded by Charles S., voted unanimously in the affirmative, so declared by the Chairman.  
February 2022 Water Income Statement: Jeffrey R. noted that the Income Statements need to be renamed so that they read 2022 instead of 2021. Jimmy W. made a motion to accept the Sunapee Water Department Income Statement for 2022, seconded by Charles H., voted unanimously in favor, so declared by the Chairman.
3. Water Main Replacement Engineering RFQ Submittals: Three engineering firms submitted Statements of Qualifications for consideration. Theodore G. opened the submittals from Fuss & O'Neil, Hoyle, Tanner & Associates as well as Dubois & King and copies were distributed around the table. After some discussion regarding Charles H. being acquaintances with some of the individuals at Fuss & O'Neil and that he may have to recuse himself from the decision to be made as to which firm Sunapee Water should choose, and how and when to make the selection. It was decided to do interviews with the three firms and Holly L. will schedule a meeting for this in the next week and a half to

two weeks giving each firm 15 minutes to present with time for questions after each presentation.

4. Wastewater Treatment Highlights: Dave B. reported that there have been a lot high flows at the plant but that it is running alright and that the crew has been able to respond to those flows by reducing the air in the ditches. He reported that there has been an issue with the new mixer that was put in ditch 2 and that this seems to be a wiring issue caused by ice and mice. Dave B. stated that new wiring will have to be pulled through to put the mixer back online. Dave B. stated that the polymer pump is giving the crew a hard time and that the hose gets eaten up by the polymer and blows apart often. He reported that although everything has been tried to keep the pump cleaned out that this is a constant issue with the polymer. Dave stated that he has not heard anything more about the sludge drying machine and that there really is no place for it inside at the plant. There was some discussion regarding the possibility of other systems that might be able to do the same job.
  
5. Water Treatment Highlights:  
Dave stated that new pipes were put into River Road for the turbine. He stated that Bob Collins had wanted the turbine turned on last week and the pipe was not in yet so that couldn't be done. Dave B. reported that a representative from Water Industries showed up yesterday and that he had asked him about the possibility of replacing the 1997 pumps in Georges Mills. Dave B. stated that TTHM Testing will be done in May and that hydrant flushing will be happening at the end of April. He stated that a new summer line will be installed on Jobs Creek to Westwood Road before summer lines are turned on in mid May.  
UV System Startup: Dave B. stated that the UV system is up and running right now and that he has not noticed that it is doing anything different yet. He stated that it seems as if the UV would kill the bacteria in the line and that the amount chlorine needed should be reduced but that this has not happened yet as far as he can tell. Dave B. reported that he has e-mailed Tom Page about possible air in the UV system lines and that this may cause the lamps to burn out if the water is not able to cool them. He stated that according to the Atlantium manuals the piping should be pitched at 5% to get rid of the air bubbles and that at Harbor Hill it was installed fairly level due to space restrictions.  
SRF Disbursement Request #5: Jeffrey R. made a motion to process the 5<sup>th</sup> Request for Disbursement of the SRF loan funds, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
  
6. Old & New Business:  
Dave B. stated that there is a Selectman's Meeting on April 4<sup>th</sup> and that the designation of Town Forest Land around the Wastewater Plant will be discussed if any Commissioners would like to attend. There was some discussion regarding how this designation had come about and the why it would preclude installation of solar collectors.  
Maple Street-Dave B. reported that he had been approached by an individual who wishes to build a new home and tie into the town water and sewer on Maple Street where he had thought that it would be advantageous to extend the main mains to Beech Street. He stated that this would mean installing about 800 feet of water main and 200 feet of sewer main to that area and that other residents on Beech Street have been interested in tying onto the water previously and that one property owner is interested in tying into the sewer

main if there is a new one there as they would be able to avoid pumping up to where they currently are tied in. Dave B. stated that he had spoken with the contractor and had thought that the department could supply the pipes and fittings if the contractor would dig the trenches, put in the new mains and repave where needed. He stated that after discussing this with Theodore G. it seems that the customer should perhaps be required to put up a bond to cover the cost of the pipe so that the department isn't stuck with it in the event that the customer backs out of the project. There was some discussion regarding what other buildings that may be gained by the addition of these mains. The Commission would invite the contractor to attend the next meeting to discuss the issue.

The next monthly meeting will be held on April 28, 2022.

7:07 p.m. Jeffrey R. made a motion to adjourn, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.



**TOWN OF SUNAPEE**  
**WATER & SEWER COMMISSION**  
P.O. Box 347, Sunapee, New Hampshire 03782-0347  
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**Board of Commissioners Meeting**  
**April 19, 2022**  
**Sunapee Town Office Meeting Room**

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

Also present: Holly Leonard, David Bailey.

Joseph Ducharme, PE – Hoyle Tanner Senior Vice President

Jon Ashley, PE & Nick Scheggle, PE – Dubois & King

Dan Monette, PE & Phil Forzley, PE – Fuss & O'Neill

The Chairman called the meeting to order at 5:30 p.m.

1. Hoyle Tanner Interview: Joseph Ducharme stated that he appreciates the Commission's time and consideration of Hoyle Tanner for their engineering needs. He reported that there are a lot of funding options available right now and that this qualification process sets the Commission up for the next phase. He stated that he has been with Hoyle Tanner for a bit over four years and that 80% of their work is for municipalities doing water, sewer and stormwater engineering. He gave information about how the Route 11 crossings would be handled. There was discussion regarding the crossings and other possible work that the Water & Sewer might need to have an engineer involved in.
  
2. Dubois & King Interview: Jon Ashley and Nick Scheggle introduced that Jon had been to Sunapee investigating the projects that Sunapee had in mind. Jon A. stated that he had spoken with Dave B. about one of the boring locations and discussed the options of dealing with DOT on these types of projects. There was discussion regarding the borings and if they would require steel or HDPE sleeves along with how many tries it might take to do each boring due to unforeseen obstacles. There was some discussion regarding how contracts could be drawn up to allow for such unforeseen problems and the possible replacement of other lines in town. There was discussion regarding what may happen involving any lead service lines that may be found during replacement of these old lines and the new requirements of having to replace the full line to the house even if it does not belong to the Town.
  
3. Fuss & O'Neill Interview: Phil Forzley and Dan Monette handed out a packet and presented it to the Commission. Dan M. stated that Fuss & O'Neill is a local firm operating mostly out of White River Junction and that Sunapee has been a client in the past. He stated the he himself would be the project engineer for Sunapee if Fuss & O'Neill is chosen, and that Phil F. would be the Principal-in-Charge liaison at the office. Dan M. presented that SRF has funds to be distributed and that preapplications for this are due by June 1<sup>st</sup>. There was discussion regarding the funding options available and the different options for construction of the Route 11 water line crossings. There was some discussion regarding Rural Development funding and State Revolving Fund as well as what guidelines each involves.

4. Discussion:

Theodore G. stated that he thought the first and third firms that presented were very well presented. Richard C. thought that all three were very good options. There was much discussion regarding which firm would be the best one to hire for Sunapee's upcoming water infrastructure improvement projects as well as the possibility of needing other engineering of various projects for both the Water and the Sewer Departments. Jimmy W. made a motion to go with Fuss & O'Neill for the Sunapee Water Department proposed infrastructure improvement engineering, seconded by Jeffrey R., voted 5 in favor, 1 abstained, the motion passes in the majority, so declared by the Chairman.

There was discussion regarding the next step in the process being to request a quote from Fuss & O'Neill for design engineering of the Route 11 crossings.

The Commission will send a proposal of use of the ARPA / Local Fiscal Recovery Funds (LFRFs) received and to be received by the Town of Sunapee to the Selectmen for their next meeting on May 2<sup>nd</sup> stating the projects slated and amounts that these would cost along with stating that these projects meet all of the criteria set forth for eligible use of these funds that were awarded to "non-entitlement units of government" or NEU's. Holly L. mentioned that the Town has a deadline for beginning reporting to the US Treasury regarding LFRF uses and compliance by April 30<sup>th</sup> and that the Town Manager is working on getting access to the reporting portal to do so.

The next monthly meeting will be held on April 28, 2022.

7:35 p.m. Charles H. 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 Mar 1, 2022 to Mar 31, 2022**

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
3/1/22	56260P Uniform Expense	1070107643		51.11	
	56260C Uniform Expense			23.78	
	56250P Building/Custodial Expense			64.23	
	202000 Accounts Payable		UNIFIRST		139.12
3/1/22	56260P Uniform Expense	1070109718		51.11	
	56260C Uniform Expense			23.78	
	56250P Building/Custodial Expense			64.23	
	202000 Accounts Payable		UNIFIRST		139.12
3/1/22	56100P Office Supplies	23049221		11.29	
	202000 Accounts Payable		QUILL CORPORATION		11.29
3/1/22	53090P Outside Lab Services	239622		52.50	
	202000 Accounts Payable		EASTERN ANALYTICAL, INC.		52.50
3/1/22	56210P Maintenance Supply	872831			64.29
	202000 Accounts Payable		SANEL NAPA	64.29	
3/1/22	56220C Sewer Line Maint. Supply	873210		47.15	
	56210P Maintenance Supply			47.16	
	202000 Accounts Payable		SANEL NAPA		94.31
3/1/22	56210P Maintenance Supply	873423		283.93	
	202000 Accounts Payable		SANEL NAPA		283.93
3/1/22	56210P Maintenance Supply	873771		57.43	
	202000 Accounts Payable		SANEL NAPA		57.43
3/1/22	56270P Lab Supplies	884747		1,039.13	
	202000 Accounts Payable		USA BLUEBOOK		1,039.13
3/1/22	56210P Maintenance Supply	NP3155326-01		17.08	
	202000 Accounts Payable		LAVALLEY BUILDING SUPPLY		17.08
3/2/22	53072C Pump Station Maint. Service	3895		382.50	
	202000 Accounts Payable		BAILEY ELECTRIC		382.50
3/2/22	56240P Auto Fuel Expense	79147811		14.00	



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	202000 Accounts Payable		WEX BANK		14.00
3/2/22	56210P Maintenance Supply 202000 Accounts Payable	874049	SANEL NAPA	36.65	36.65
3/2/22	56210P Maintenance Supply 202000 Accounts Payable	874066	SANEL NAPA	9.98	9.98
3/2/22	56210P Maintenance Supply 202000 Accounts Payable	874070	SANEL NAPA	7.99	7.99
3/3/22	56210P Maintenance Supply 202000 Accounts Payable	114-9573861-900	Amazon order 114-9573861-900543 Belts HOLLY LEONARD	271.84	271.84
3/3/22	56140P Breakroom Supplies 202000 Accounts Payable	17720654 030122	CRYSTAL ROCK LLC	155.75	155.75
3/3/22	56220C Sewer Line Maint. Supply 56210P Maintenance Supply 202000 Accounts Payable	2513883	SOUTHWORTH-MILTON, INC	121.64 121.64	243.28
3/3/22	56270P Lab Supplies 202000 Accounts Payable	866267	USA BLUEBOOK	488.21	488.21
3/3/22	54200P Heating Fuel Expense 202000 Accounts Payable	954972	IRVING OIL CORP	390.37	390.37
3/4/22	53020C Legal/Engineering Fees 202000 Accounts Payable	176972	SULLOWAY & HOLLIS, PLLC	455.50	455.50
3/4/22	54200P Heating Fuel Expense 202000 Accounts Payable	41949	IRVING OIL CORP	1,021.12	1,021.12
3/8/22	53094P BIOS HANDLING 202000 Accounts Payable	00011408	Town of Merrimack	1,549.93	1,549.93
3/8/22	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000	1070111737	UNIFIRST	51.11 23.78 64.23	139.12

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	Accounts Payable				
3/8/22	54200C Heating Fuel Expense 202000 Accounts Payable	140007	IRVING OIL CORP	371.44	371.44
3/8/22	53030P Telephone 53030C Telephone 53031C Alarms 202000 Accounts Payable	2/22	CONSOLIDATED COMMUNICATIONS	207.88 70.54 372.65	651.07
3/8/22	56130C Billing Expense 202000 Accounts Payable	384897940	RR DONNELLEY	129.31	129.31
3/8/22	51000C Superintendent Labor 51000P Superintendent Labor 51100C Full Time Labor 51100P Full Time Labor 51200C Administrative Labor 51200P Administrative Labor 51300C Overtime Pay 51300P Overtime Pay 52100C Life & Disability Expense 52100P Life & Disability Expense 52200C FICA/Medicare Expense 52200P FICA/Medicare Expense 52300C Health Insurance Expense 52300P Health Insurance Expense 52400C Retirement 52400P Retirement 53041C Office/Computer Service 53041P Office/Computer Service 56120C Postage Expense 56120P Postage Expense 202000 Accounts Payable	718	TOWN OF SUNAPEE	1,361.10 2,722.20 3,210.78 8,126.50 1,181.70 1,181.70 100.00 501.46 110.62 229.45 546.69 1,274.98 2,340.23 4,853.83 1,110.67 2,299.00 135.77 135.77 100.00 69.04	31,591.49
3/8/22	53041P Office/Computer Service 53041C	94206280		100.00 150.00	

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	Office/Computer Service 202000 Accounts Payable		ESRI, INC.		250.00
3/9/22	56210P Maintenance Supply 202000 Accounts Payable	2279363		5.34	
			BELLETTES		5.34
3/9/22	56210P Maintenance Supply 202000 Accounts Payable	2282464		6.23	
			BELLETTES		6.23
3/9/22	56210P Maintenance Supply 202000 Accounts Payable	874699		11.98	
			SANEL NAPA		11.98
3/9/22	56210P Maintenance Supply 202000 Accounts Payable	874867		4.41	
			SANEL NAPA		4.41
3/10/22	54200P Heating Fuel Expense 202000 Accounts Payable	643975		1,164.00	
			IRVING OIL CORP		1,164.00
3/14/22	51000C Superintendent Labor	11		1,814.80	
	51000P Superintendent Labor			3,629.60	
	51100C Full Time Labor			4,094.07	
	51100P Full Time Labor			10,986.32	
	51200C Administrative Labor			1,575.61	
	51200P Administrative Labor			1,575.61	
	51300C Overtime Pay			300.16	
	51300P Overtime Pay			663.38	
	52100C Life & Disability Expense			153.24	
	52100P Life & Disability Expense			332.73	
	52200C FICA/Medicare Expense			574.47	
	52200P FICA/Medicare Expense			1,243.33	
	52300C Health Insurance Expense			2,441.34	
	52300P Health Insurance Expense			5,301.18	
	52400C Retirement			1,094.52	
	52400P Retirement			2,369.80	
	53041C Office/Computer Service			135.77	
	53041P Office/Computer Service			135.78	
	56120C Postage Expense			18.41	

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	202000 Accounts Payable		TOWN OF SUNAPEE		38,440.12
3/15/22	56290P Chemical Expense 202000 Accounts Payable	100475	ARIES CHEMICAL, INC	1,494.33	1,494.33
3/15/22	56260P Uniform Expense 56260C Uniform Expense 56250P Building/Custodial Expense 202000 Accounts Payable	1070113658	UNIFIRST	51.11 23.78 64.23	139.12
3/15/22	57200P 2019 Asset Mgmt Plan 53020C Legal/Engineering Fees 202000 Accounts Payable	17930	UNDERWOOD ENGINEERS, INC.	979.62 2,734.39	3,714.01
3/15/22	56100C Office Supplies 202000 Accounts Payable	207814659	RR DONNELLEY	67.25	67.25
3/15/22	56210P Maintenance Supply 202000 Accounts Payable	28017	THE MAHER CORPORATION	327.00	327.00
3/15/22	54100P Electricity Expense 202000 Accounts Payable	3/2022	EVERSOURCE	4,536.87	4,536.87
3/15/22	55220P Training/Education 202000 Accounts Payable	5-3-22	GRANITE STATE RURAL WATER	68.00	68.00
3/15/22	53030P Telephone 53030C Telephone 202000 Accounts Payable	9901303630	VERIZON WIRELESS	104.28 104.28	208.56
3/16/22	56290P Chemical Expense 202000 Accounts Payable	290208745	HARCROS CHEMICALS INC.	999.00	999.00
3/17/22	53090P Outside Lab Services 202000 Accounts Payable	240348	EASTERN ANALYTICAL, INC.	224.00	224.00
3/21/22	53070P Maintenance Service 56210P Maintenance Supply 202000 Accounts Payable	027195	A/D INSTRUMENT REPAIR, INC.	1,410.75 1,846.00	3,256.75

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3/21/22	54100C Electricity Expense 202000 Accounts Payable	3/22 C	EVERSOURCE	1,438.61	1,438.61
3/21/22	56200P Safety Supplies 202000 Accounts Payable	P33335	Chappell Tractor	150.00	150.00
3/21/22	55220C Training/Education 202000 Accounts Payable	WW-16.5	NEWWTA	295.00	295.00
3/23/22	56210P Maintenance Supply 202000 Accounts Payable	2052	WESCOR ASSOCIATES, INC	2,005.00	2,005.00
3/23/22	56210P Maintenance Supply 202000 Accounts Payable	2305198	BELLETTETTES	61.30	61.30
3/23/22	56210P Maintenance Supply 202000 Accounts Payable	2305972	BELLETTETTES	117.99	117.99
3/23/22	56290P Chemical Expense 202000 Accounts Payable	290208868	HARCROS CHEMICALS INC.	720.50	720.50
3/23/22	56150C OFFICE EQUIPMENT 56150P OFFICE EQUIPMENT 202000 Accounts Payable	6895350	SCHWAAB, INC	11.50 11.50	23.00
3/23/22	56270P Lab Supplies 202000 Accounts Payable	908013	USA BLUEBOOK	408.72	408.72
3/23/22	56210P Maintenance Supply 56210P Maintenance Supply 56210P Maintenance Supply 202000 Accounts Payable	IN-22-048	O-RING STATOR AQUA SOLUTIONS, Inc.	10.00 790.00 24.89	824.89
3/24/22	56290P Chemical Expense 202000 Accounts Payable	14272	HOLLAND COMPANY, INC.	1,377.21	1,377.21
3/24/22	56210P Maintenance Supply 202000 Accounts Payable	2304979	BELLETTETTES	129.63	129.63

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3/24/22	53020C Legal/Engineering Fees	3-24-22		1,300.00	
	102010 A/R Due from General Fund			1,300.00	
	53021P Sunapee Only Legal/Engineeri			2,600.00	
	202000 Accounts Payable		DEVINE, MILLIMET		5,200.00
3/24/22	54200C Heating Fuel Expense	42220		294.00	
	202000 Accounts Payable		IRVING OIL CORP		294.00
3/24/22	53050C Auto Repair/Service	875057		10.49	
	202000 Accounts Payable		SANEL NAPA		10.49
3/24/22	56210P Maintenance Supply	876628		18.58	
	202000 Accounts Payable		SANEL NAPA		18.58
3/24/22	56210P Maintenance Supply	HNCLA129159		32.64	
	202000 Accounts Payable		FASTENAL COMPANY		32.64
3/24/22	56210P Maintenance Supply	NHCLA129049		15.17	
	202000 Accounts Payable		FASTENAL COMPANY		15.17
3/24/22	56210P Maintenance Supply	NHCLA129108		36.60	
	202000 Accounts Payable		FASTENAL COMPANY		36.60
3/31/22	53070P Maintenance Service	027218		853.10	
	202000 Accounts Payable		A/D INSTRUMENT REPAIR, INC.		853.10
3/31/22	56260P Uniform Expense	1070115543		51.11	
	56260C Uniform Expense			23.78	
	56250P Building/Custodial Expense			64.23	
	202000 Accounts Payable		UNIFIRST		139.12
3/31/22	56260P Uniform Expense	1070117471		51.11	
	56260C Uniform Expense			23.78	
	56250P Building/Custodial Expense			64.23	
	202000 Accounts Payable		UNIFIRST		139.12
3/31/22	56140C Breakroom Supplies	17720654 032922		46.93	
	202000 Accounts Payable		CRYSTAL ROCK LLC		46.93

**Sunapee SEWER Department**  
**Purchase Journal**  
**For the Period From Mar 1, 2022 to Mar 31, 2022**

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

<b>Date</b>	<b>Account ID Account Description</b>	<b>Invoice/CM #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
3/31/22	56150P OFFICE EQUIPMENT	23852618		133.33	
	56150C OFFICE EQUIPMENT			133.33	
	202000 Accounts Payable		QUILL CORPORATION		266.66
3/31/22	53090P Outside Lab Services	240742		101.50	
	202000 Accounts Payable		EASTERN ANALYTICAL, INC.		101.50
3/31/22	56240C Auto Fuel Expense	328196		182.52	
	56240P Auto Fuel Expense			137.97	
	202000 Accounts Payable		TREASURER STATE OF NH		320.49
3/31/22	56120P Postage Expense	75626		143.70	
	202000 Accounts Payable		FLASH PHOTO		143.70
3/31/22	56210P Maintenance Supply	IN-22-052	O-RING	10.00	
	202000 Accounts Payable		AQUA SOLUTIONS, Inc.		10.00
3/31/22	56210P Maintenance Supply	NP3159758-01		43.28	
	202000 Accounts Payable		LAVALLEY BUILDING SUPPLY		43.28
3/31/22	56210P Maintenance Supply	P34106		62.47	
	202000 Accounts Payable		Chappell Tractor		62.47
				<b>110,010.42</b>	<b>110,010.42</b>

**Sunapee WATER Department**  
**Purchase Journal**  
**For the Period From Mar 1, 2022 to Mar 31, 2022**

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

<b>Date</b>	<b>Account ID Account Description</b>	<b>Invoice/CM #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
3/1/22	562600 Uniform Expense 202000 Accounts Payable	1070107643		30.63	
			UNIFIRST		30.63
3/1/22	562600 Uniform Expense 202000 Accounts Payable	1070109718		30.63	
			UNIFIRST		30.63
3/1/22	530300 Telephone 202000 Accounts Payable	2-16-22		161.30	
			COMCAST		161.30
3/1/22	562300 Meter Supplies 202000 Accounts Payable	247787		75.60	
			STILES COMPANY		75.60
3/1/22	552200 Training/Education 202000 Accounts Payable	3-24 class		176.00	
			GRANITE STATE RURAL WATER		176.00
3/1/22	562100 Maintenance Supply 202000 Accounts Payable	74714953		850.81	
			F.W. WEBB COMPANY		850.81
3/1/22	530400 Computer Software Support 202000 Accounts Payable	80092112		57.44	
			BADGER METER INC.		57.44
3/1/22	530600 Equipment Repair 202000 Accounts Payable	872951		34.83	
			SANEL NAPA		34.83
3/3/22	562300 Meter Supplies 202000 Accounts Payable	247942			58.80
			STILES COMPANY	58.80	
3/3/22	530600 Equipment Repair 202000 Accounts Payable	2513883		121.63	
			SOUTHWORTH-MILTON, INC		121.63
3/3/22	562100 Maintenance Supply 202000 Accounts Payable	75197521			589.68
			F.W. WEBB COMPANY	589.68	
3/8/22	562600 Uniform Expense 202000 Accounts Payable	1070111737		30.63	
			UNIFIRST		30.63
3/8/22	530300 Telephone 530310 Alarms 202000 Accounts Payable	2/22		94.36	
				84.00	
			CONSOLIDATED COMMUNICATIONS		178.36



## Sunapee WATER Department Purchase Journal For the Period From Mar 1, 2022 to Mar 31, 2022

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
3/8/22	553000 Advertising Expense 202000 Accounts Payable	300160707 300	EAGLE PRINTING & PUBLISHING LLC	122.66	122.66
3/8/22	561300 Billing Expense 202000 Accounts Payable	384897940	RR DONNELLEY	129.32	129.32
3/8/22	552200 Training/Education 202000 Accounts Payable	5-25-22	AGWT	40.00	40.00
3/8/22	510000 Superintendent Labor 511000 Full Time Labor 512000 Administrative Labor 513000 Overtime Pay 521000 Life & Disability Expense 522000 FICA/Medicare 523000 Health Insurance Expense 524000 Retirement 530410 Office/Computer Service 561200 Postage Expense 572000 1997 Water Bond Payments 579500 Bond Payments - Interest 202000 Accounts Payable	718	TOWN OF SUNAPEE	1,361.10 6,087.15 1,182.59 462.94 172.09 857.57 3,640.37 1,725.99 135.78 100.00 35,621.30 9,985.33	61,332.21
3/8/22	530410 Office/Computer Service 202000 Accounts Payable	94206280	ESRI	150.00	150.00
3/14/22	510000 Superintendent Labor 511000 Full Time Labor 512000 Administrative Labor 513000 Overtime Pay 521000 Life & Disability Expense 522000 FICA/Medicare 523000 Health Insurance Expense 524000 Retirement 530410 Office/Computer Service 561200 Postage Expense	11		1,814.80 8,453.46 1,576.79 465.90 243.71 919.40 3,882.88 1,738.01 135.77 18.42	

**Sunapee WATER Department**  
**Purchase Journal**  
**For the Period From Mar 1, 2022 to Mar 31, 2022**

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

<b>Date</b>	<b>Account ID Account Description</b>	<b>Invoice/CM #</b>	<b>Line Description</b>	<b>Debit Amount</b>	<b>Credit Amount</b>
	202000 Accounts Payable		TOWN OF SUNAPEE		19,249.14
3/15/22	562600 Uniform Expense 202000 Accounts Payable	1070113658		30.63	
			UNIFIRST		30.63
3/15/22	530900 Outside Lab Services 202000 Accounts Payable	122030225		45.00	
			NELSON ANALYTICAL LAB		45.00
3/15/22	583000 20 Article TTHM Remediation 202000 Accounts Payable	17920		1,176.38	
			UNDERWOOD ENGINEERS, INC.		1,176.38
3/15/22	561000 Office Supplies 202000 Accounts Payable	207814659		67.25	
			RR DONNELLEY		67.25
3/15/22	562100 Maintenance Supply 202000 Accounts Payable	28017		980.00	
			THE MAHER CORPORATION		980.00
3/15/22	541000 Electricity Expense 202000 Accounts Payable	3-2022		1,395.16	
			EVERSOURCE		1,395.16
3/15/22	530300 Telephone 202000 Accounts Payable	9901303630		104.28	
			VERIZON WIRELESS		104.28
3/16/22	562900 Chemical Expense 202000 Accounts Payable	290208753		256.50	
			HARCROS		256.50
3/17/22	542000 Heating Fuel Expense 202000 Accounts Payable	352347		743.25	
			IRVING OIL CORPORATION		743.25
3/21/22	562100 Maintenance Supply 202000 Accounts Payable	874959		11.98	
			SANEL NAPA		11.98
3/23/22	530300 Telephone 202000 Accounts Payable	03/16/22		161.30	
			COMCAST		161.30
3/23/22	561000 Office Supplies 202000 Accounts Payable	6895350		11.50	
			SCHWAAB, INC.		11.50
3/31/22	562600 Uniform Expense 202000 Accounts Payable	1070115543		30.63	
			UNIFIRST		30.63

### Sunapee WATER Department Purchase Journal

For the Period From Mar 1, 2022 to Mar 31, 2022

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
3/31/22	562600 Uniform Expense 202000 Accounts Payable	1070117471	UNIFIRST	30.63	30.63
3/31/22	561500 OFFICE EQUIPMENT 202000 Accounts Payable	23852618	QUILL CORPORATION	133.33	133.33
3/31/22	562400 Auto Fuel Expense 202000 Accounts Payable	328196	TREASURER STATE OF NH	227.02	227.02
3/31/22	530400 Computer Software Support 202000 Accounts Payable	80094318	BADGER METER INC.	57.44	57.44
				<b>88,881.95</b>	<b>88,881.95</b>

Sunapee SEWER Department  
**2022 Income Statement**  
 For the Eleven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
<u>REVENUES</u>				
SRB Checking Interest Earned	\$ 476.28	\$ 476.28	\$ 0.00	(476.28)
Checking Acct. Interest	0.00	0.00	0.00	0.00
Surplus Savings Interest	0.00	0.00	0.00	0.00
Capital Improvement Interest	345.33	345.33	0.00	(345.33)
SRB Plant Replacement Interest	320.43	320.43	0.00	(320.43)
SRB Collection Replacement Int	219.93	219.93	0.00	(219.93)
PDIP Interest	0.00	0.00	0.00	0.00
Plant Replacement Interest	0.00	0.00	0.00	0.00
Coll. Replacement Interest	0.00	0.00	0.00	0.00
B-1-4 Construction Interest	0.00	0.00	0.00	0.00
B-5 Garnet Hill Rd Interest	0.00	0.00	0.00	0.00
Insurance Reimbursement	0.00	0.00	0.00	0.00
New London Reimbursement	0.00	0.00	0.00	0.00
Miscellaneous Income	472.00	472.00	0.00	(472.00)
Income from other agencies	0.00	0.00	0.00	0.00
Town General Fund Perkins Pond	0.00	0.00	0.00	0.00
Discounts Taken	0.00	0.00	0.00	0.00
New London Quarterly	140,360.12	140,360.12	0.00	(140,360.12)
Sewer User Fees	0.00	0.00	0.00	0.00
Sewer User Fee Interest	0.00	0.00	0.00	0.00
Sewer User Fee Abatement	0.00	0.00	0.00	0.00
Attachment fee Refunded	0.00	0.00	0.00	0.00
Attachment Fees Rec'd	0.00	0.00	0.00	0.00
WWTP Contributions	0.00	0.00	0.00	0.00
Septic Receiving	1,610.00	1,610.00	0.00	(1,610.00)
Grant Funds Rec'd	0.00	0.00	0.00	0.00
Upgrade Grant Received	39,130.00	39,130.00	0.00	(39,130.00)
Funds rec'd from Cap Reserve	0.00	0.00	0.00	0.00
Perkins Pond Grant Funds	0.00	0.00	0.00	0.00
Plant Replacement Deposit	0.00	0.00	0.00	0.00
Collection Replacement Deposit	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>182,934.09</b>	<b>182,934.09</b>	<b>0.00</b>	<b>(182,934.09)</b>

EXPENDITURES

Superintendent Labor	3,175.90	3,175.90	25,700.00	22,524.10
Superintendent Labor	6,351.80	6,351.80	51,360.00	45,008.20
Full Time Labor	7,304.85	7,304.85	60,150.00	52,845.15
Full Time Labor	19,112.82	19,112.82	175,210.00	156,097.18
Administrative Labor	2,757.31	2,757.31	21,190.00	18,432.69
Administrative Labor	2,757.31	2,757.31	21,200.00	18,442.69
Overtime Pay	400.16	400.16	6,750.00	6,349.84
Overtime Pay	1,164.84	1,164.84	10,800.00	9,635.16
P/T Seasonal Labor	0.00	0.00	0.00	0.00
Commission Pay	0.00	0.00	1,000.00	1,000.00
Commission Pay	0.00	0.00	1,000.00	1,000.00
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>43,024.99</b>	<b>43,024.99</b>	<b>379,860.00</b>	<b>336,835.01</b>
Life & Disability Expense	263.86	263.86	2,160.00	1,896.14
Life & Disability Expense	562.18	562.18	4,460.00	3,897.82

For Management Purposes Only

Sunapee SEWER Department  
**2022 Income Statement**  
 For the Eleven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
FICA/Medicare Expense	1,121.16	1,121.16	7,915.00	6,793.84
FICA/Medicare Expense	2,518.31	2,518.31	18,585.00	16,066.69
Health Insurance Expense	4,781.57	4,781.57	39,850.00	35,068.43
Health Insurance Expense	10,155.01	10,155.01	80,500.00	70,344.99
Retirement	2,205.19	2,205.19	17,000.00	14,794.81
Retirement	4,668.80	4,668.80	35,800.00	31,131.20
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	0.00	1,620.00	1,620.00
Worker's Comp. Expense	0.00	0.00	3,650.00	3,650.00
<b>Total Payroll Benefits</b>	<b>26,276.08</b>	<b>26,276.08</b>	<b>211,870.00</b>	<b>185,593.92</b>
Auditing	0.00	0.00	2,000.00	2,000.00
Auditing	0.00	0.00	4,500.00	4,500.00
Legal/Engineering Fees	7,822.98	7,822.98	4,500.00	(3,322.98)
Legal/Engineering Fees	0.00	0.00	5,000.00	5,000.00
Kennedy vs Sunapee	0.00	0.00	0.00	0.00
Unbudgeted Expenditures	0.00	0.00	0.00	0.00
Telephone	628.74	628.74	2,350.00	1,721.26
Telephone	1,040.87	1,040.87	4,000.00	2,959.13
Alarms	1,123.17	1,123.17	5,000.00	3,876.83
Alarms	0.00	0.00	0.00	0.00
Pagers	0.00	0.00	0.00	0.00
Pagers	0.00	0.00	0.00	0.00
Computer Software Support	400.00	400.00	1,500.00	1,100.00
Computer Software Support	0.00	0.00	615.00	615.00
Office/Computer Service	426.54	426.54	1,500.00	1,073.46
Office/Computer Service	957.95	957.95	3,000.00	2,042.05
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	201.04	201.04	3,000.00	2,798.96
Auto Repair/Service	207.78	207.78	1,500.00	1,292.22
Maintenance Service	9,498.09	9,498.09	22,000.00	12,501.91
Sewer Line Maint. Service	0.00	0.00	4,000.00	4,000.00
Pump Station Maint. Service	1,072.62	1,072.62	17,000.00	15,927.38
New London Force Main	0.00	0.00	0.00	0.00
NL Pump Station Upgrade	0.00	0.00	0.00	0.00
Manhole Contract	0.00	0.00	20,000.00	20,000.00
Outside Lab Services	2,485.50	2,485.50	15,000.00	12,514.50
BIOS HANDLING	5,572.08	5,572.08	64,000.00	58,427.92
BIOS Trucking	0.00	0.00	0.00	0.00
Geo-tube	0.00	0.00	0.00	0.00
BIOS Lab	0.00	0.00	1,200.00	1,200.00
<b>Total Purchased Prof &amp; Tech Services</b>	<b>31,437.36</b>	<b>31,437.36</b>	<b>186,665.00</b>	<b>155,227.64</b>
Electricity Expense	4,476.37	4,476.37	24,410.00	19,933.63
Electricity Expense	24,306.98	24,306.98	63,500.00	39,193.02
Heating Fuel Expense	4,960.67	4,960.67	15,000.00	10,039.33
Heating Fuel Expense	4,584.37	4,584.37	12,750.00	8,165.63
<b>Total Purchased Property Services</b>	<b>38,328.39</b>	<b>38,328.39</b>	<b>115,660.00</b>	<b>77,331.61</b>
Property Insurance	0.00	0.00	1,555.00	1,555.00
Property Insurance	0.00	0.00	4,500.00	4,500.00
Liability Insurance	0.00	0.00	2,410.00	2,410.00
Liability Insurance	0.00	0.00	2,510.00	2,510.00

For Management Purposes Only

Sunapee SEWER Department  
**2022 Income Statement**  
 For the Eleven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
Vehicle Insurance	0.00	0.00	1,035.00	1,035.00
Vehicle Insurance	0.00	0.00	300.00	300.00
Travel Expense	0.00	0.00	75.00	75.00
Travel Expense	0.00	0.00	150.00	150.00
Dues & Publications	0.00	0.00	75.00	75.00
Dues & Publications	0.00	0.00	150.00	150.00
Training/Education	295.00	295.00	500.00	205.00
Training/Education	118.00	118.00	1,500.00	1,382.00
Employee Testing	0.00	0.00	75.00	75.00
Employee Testing	0.00	0.00	50.00	50.00
Advertising Expense	0.00	0.00	0.00	0.00
Advertising Expense	0.00	0.00	0.00	0.00
<b>Total Other Purchased Services</b>	<b>413.00</b>	<b>413.00</b>	<b>14,885.00</b>	<b>14,472.00</b>
Office Supplies	154.16	154.16	700.00	545.84
Office Supplies	255.18	255.18	910.00	654.82
Postage Expense	118.41	118.41	950.00	831.59
Postage Expense	212.74	212.74	515.00	302.26
Billing Expense	129.31	129.31	400.00	270.69
Breakroom Supplies	46.93	46.93	250.00	203.07
Breakroom Supplies	209.68	209.68	300.00	90.32
OFFICE EQUIPMENT	144.83	144.83	700.00	555.17
OFFICE EQUIPMENT	144.83	144.83	600.00	455.17
Safety Supplies	0.00	0.00	2,000.00	2,000.00
Safety Supplies	1,120.67	1,120.67	2,500.00	1,379.33
Maintenance Supply	9,547.20	9,547.20	12,000.00	2,452.80
Sewer Line Maint. Supply	567.87	567.87	7,000.00	6,432.13
Pump Station Maint. Supply	125.14	125.14	6,000.00	5,874.86
Auto Fuel Expense	677.03	677.03	4,000.00	3,322.97
Auto Fuel Expense	713.97	713.97	3,000.00	2,286.03
Building/Custodial Expense	873.92	873.92	3,100.00	2,226.08
Uniform Expense	482.08	482.08	1,800.00	1,317.92
Uniform Expense	863.04	863.04	3,350.00	2,486.96
Lab Supplies	5,332.24	5,332.24	22,700.00	17,367.76
Lab Shipping	0.00	0.00	0.00	0.00
Lab Equipment	903.73	903.73	8,800.00	7,896.27
Chemical Expense	0.00	0.00	0.00	0.00
Chemical Expense	17,710.30	17,710.30	75,000.00	57,289.70
<b>Total Supplies</b>	<b>40,333.26</b>	<b>40,333.26</b>	<b>156,575.00</b>	<b>116,241.74</b>
Coll. Replacement Fund	26,772.00	26,772.00	26,772.00	0.00
Plant Replacement Fund	54,875.00	54,875.00	54,875.00	0.00
<b>Total Replacement Fund</b>	<b>81,647.00</b>	<b>81,647.00</b>	<b>81,647.00</b>	<b>0.00</b>
Perkins Pond Misc.	0.00	0.00	0.00	0.00
<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 EXPENDITURES</b>	<b>\$ 261,460.08</b>	<b>\$ 261,460.08</b>	<b>\$ 1,147,162.00</b>	<b>885,701.92</b>

MISCELLANEOUS EXPENSES

Perkins Pond Bond Payments	\$	(34,501.32)	\$	(34,501.32)	\$	0.00	34,501.32
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For Management Purposes Only

Sunapee SEWER Department  
**2022 Income Statement**  
 For the Eleven Months Ending November 30, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
19 Article 16 Asset Mgmt Prog	0.00	0.00	0.00	0.00
2019 Asset Mgmt Plan	1,631.91	1,631.91	0.00	(1,631.91)
BOND 5 GARNET HILL REFUND	0.00	0.00	0.00	0.00
16 Article Phragmites	0.00	0.00	0.00	0.00
Bond Payment Interest Expense	0.00	0.00	0.00	0.00
19 ARTICLE BACKHOE REFURBISH	0.00	0.00	0.00	0.00
19 Article 28 Backhoe Refurbis	0.00	0.00	0.00	0.00
19 Article 27 Pump St Upgrades	0.00	0.00	0.00	0.00
WWTP Upgrade Loan Payment	0.00	0.00	0.00	0.00
<b>Total Bond Payments</b>	<b>(32,869.41)</b>	<b>(32,869.41)</b>	<b>0.00</b>	<b>32,869.41</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>\$ (32,869.41)</b>	<b>\$ (32,869.41)</b>	<b>\$ 0.00</b>	<b>32,869.41</b>
<u>OTHER EXPENSES</u>				
Coll. Replacement Expense	\$ 0.00	\$ 0.00	\$ 0.00	0.00
Plant Replacement Expense	0.00	0.00	0.00	0.00
<b>Total Replacement Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Sunapee WATER Department  
**2022 Income Statement**  
 For the Twelve Months Ending December 31, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
<b>REVENUES</b>				
SRB Checking Interest	\$ 273.85	\$ 273.85	\$ 0.00	(273.85)
Checking Acct. Interest	0.00	0.00	0.00	0.00
Surplus Savings Interest	0.00	0.00	0.00	0.00
Capital Improvement Interest	9.59	9.59	0.00	(9.59)
Replacement Fund Interest	0.00	0.00	0.00	0.00
PDIP -General Surplus Interest	0.00	0.00	0.00	0.00
SRB Replacement Fund Interest	933.90	933.90	0.00	(933.90)
PDIP -1997 Water Bond Interest	0.00	0.00	0.00	0.00
Insurance Reimbursement	0.00	0.00	0.00	0.00
PDIP -DWSRF Repay. Interest	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00
Discounts Taken	0.00	0.00	0.00	0.00
Water User Fees	0.00	0.00	0.00	0.00
Water User Fee Interest	0.00	0.00	0.00	0.00
Water User Fee Abatement	0.00	0.00	0.00	0.00
State Boat Grant	0.00	0.00	0.00	0.00
Attachment Fees Rec'd	0.00	0.00	0.00	0.00
GM Water Project Income	0.00	0.00	0.00	0.00
ATTACHMENT FEES REFUNDED	0.00	0.00	0.00	0.00
Federal Grant Funds Rec'd	0.00	0.00	0.00	0.00
State Grant Funds Rec'd	8,287.64	8,287.64	0.00	(8,287.64)
State Revolving Loan Rec'd	0.00	0.00	0.00	0.00
Water Replacement Deposit	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>\$ 9,504.98</b>	<b>\$ 9,504.98</b>	<b>\$ 0.00</b>	<b>(9,504.98)</b>
<b>EXPENDITURES</b>				
Superintendent Labor	\$ 3,175.90	\$ 3,175.90	\$ 25,679.00	22,503.10
Full Time Labor	14,540.61	14,540.61	89,085.00	74,544.39
Administrative Labor	2,759.38	2,759.38	21,832.00	19,072.62
Overtime Pay	928.84	928.84	13,500.00	12,571.16
P/T Seasonal Labor	0.00	0.00	0.00	0.00
Commission Pay	0.00	0.00	1,000.00	1,000.00
Unused Sick Leave Pay	0.00	0.00	3,000.00	3,000.00
<b>Total Wages</b>	<b>21,404.73</b>	<b>21,404.73</b>	<b>154,096.00</b>	<b>132,691.27</b>
Life & Disability Expense	415.80	415.80	2,455.00	2,039.20
FICA/Medicare	1,776.97	1,776.97	10,280.00	8,503.03
Health Insurance Expense	7,523.25	7,523.25	41,900.00	34,376.75
Retirement	3,464.00	3,464.00	17,705.00	14,241.00
Unemployment Expense	0.00	0.00	200.00	200.00
Worker's Comp. Expense	0.00	0.00	1,800.00	1,800.00
<b>Total Payroll Benefits</b>	<b>13,180.02</b>	<b>13,180.02</b>	<b>74,340.00</b>	<b>61,159.98</b>
Auditing	0.00	0.00	1,000.00	1,000.00
Legal/Engineering Fees	0.00	0.00	10,000.00	10,000.00
ENGINEERING FEES	0.00	0.00	0.00	0.00
Telephone	1,184.13	1,184.13	3,500.00	2,315.87
Alarms	252.00	252.00	2,500.00	2,248.00
Pagers	0.00	0.00	0.00	0.00
Computer Software Support	1,172.32	1,172.32	10,000.00	8,827.68

For Management Purposes Only



Sunapee WATER Department  
**2022 Income Statement**  
 For the Twelve Months Ending December 31, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
Office/Computer Service	421.55	421.55	2,000.00	1,578.45
Office Rent	0.00	0.00	2,500.00	2,500.00
Auto Repair/Service	190.56	190.56	2,500.00	2,309.44
Equipment Repair	308.33	308.33	2,000.00	1,691.67
Maint.Repair/Service	215.00	215.00	15,000.00	14,785.00
Lab Services	0.00	0.00	0.00	0.00
Outside Lab Services	380.00	380.00	5,500.00	5,120.00
<b>Total Purchased Prof &amp; Tech Services</b>	<b>4,123.89</b>	<b>4,123.89</b>	<b>56,500.00</b>	<b>52,376.11</b>
Electricity Expense	7,259.80	7,259.80	20,600.00	13,340.20
Heating Fuel Expense	5,133.94	5,133.94	13,000.00	7,866.06
<b>Total Purchased Property Services</b>	<b>12,393.74</b>	<b>12,393.74</b>	<b>33,600.00</b>	<b>21,206.26</b>
Property Insurance	0.00	0.00	3,045.00	3,045.00
Liability Insurance	0.00	0.00	1,910.00	1,910.00
Liability Claim	0.00	0.00	0.00	0.00
Vehicle Insurance	0.00	0.00	720.00	720.00
Travel Expense	0.00	0.00	150.00	150.00
Dues & Publications	200.00	200.00	200.00	0.00
Training/Education	246.00	246.00	1,500.00	1,254.00
Employee Testing	0.00	0.00	50.00	50.00
Advertising Expense	122.66	122.66	0.00	(122.66)
<b>Total Other Purchased Services</b>	<b>568.66</b>	<b>568.66</b>	<b>7,575.00</b>	<b>7,006.34</b>
Office Supplies	127.67	127.67	600.00	472.33
Postage Expense	118.42	118.42	1,000.00	881.58
Billing Expense	129.32	129.32	600.00	470.68
Breakroom Supplies	45.93	45.93	300.00	254.07
OFFICE EQUIPMENT	133.33	133.33	600.00	466.67
Safety Supplies	0.00	0.00	750.00	750.00
Maintenance Supply	7,230.04	7,230.04	6,500.00	(730.04)
Distribution Supplies	1,844.75	1,844.75	12,000.00	10,155.25
Meter Supplies	1,078.72	1,078.72	15,000.00	13,921.28
Hydrant Replacement	0.00	0.00	4,000.00	4,000.00
Auto Fuel Expense	762.60	762.60	4,000.00	3,237.40
Building/Custodial Expense	0.00	0.00	500.00	500.00
Uniform Expense	526.34	526.34	1,500.00	973.66
Lab Supplies	1,641.46	1,641.46	2,250.00	608.54
Lab Equipment	0.00	0.00	1,500.00	1,500.00
Chemical Expense	2,166.15	2,166.15	6,000.00	3,833.85
<b>Total Supplies</b>	<b>15,804.73</b>	<b>15,804.73</b>	<b>57,100.00</b>	<b>41,295.27</b>
Water Replacement Fund	67,815.00	67,815.00	67,815.00	0.00
<b>Total Replacement Fund</b>	<b>67,815.00</b>	<b>67,815.00</b>	<b>67,815.00</b>	<b>0.00</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 135,290.77</b>	<b>\$ 135,290.77</b>	<b>\$ 451,026.00</b>	<b>315,735.23</b>

MISCELLANEOUS EXPENSES

1997 Water Bond Payments	\$ 35,621.30	\$ 35,621.30	\$ 88,844.83	53,223.53
DWSRF Loan Repayment	0.00	0.00	0.00	0.00
DWSRF Loan Interest	0.00	0.00	0.00	0.00

For Management Purposes Only

Sunapee WATER Department  
**2022 Income Statement**  
 For the Twelve Months Ending December 31, 2022

	Current Month Actual	Year to Date Actual	Annual Budget	Year to Date Unspent
Bond Payments - Principal	0.00	0.00	0.00	0.00
LOAN PAYMENT-LAKE AVE	0.00	0.00	47,290.18	47,290.18
<b>Total Bond/Interest Payments</b>	<b>35,621.30</b>	<b>35,621.30</b>	<b>136,135.01</b>	<b>100,513.71</b>
20 Article TTHM Remediation	7,847.19	7,847.19	0.00	(7,847.19)
<b>Total Warrant Articles</b>	<b>7,847.19</b>	<b>7,847.19</b>	<b>0.00</b>	<b>(7,847.19)</b>
<b>TOTAL MISC. EXPENDITURES</b>	<b>\$ 43,468.49</b>	<b>\$ 43,468.49</b>	<b>\$ 136,135.01</b>	<b>92,666.52</b>
<u>OTHER EXPENSES</u>				
Water Replacement Expense	\$ 0.00	\$ 0.00	\$ 0.00	0.00
<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	0.00	0.00	0.00
WATER PROTECTION	0.00	0.00	0.00	0.00
<b>Total Unbudgeted Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>0.00</b>

B-8.1

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

OWNER's Project No.: \_\_\_\_\_ ENGINEER's Project No.: 2455

Project: Water Treatment Plant Improvements – UV System

CONTRACTOR: PRB Construction, Inc.

Contract For: Water Treatment Plant Improvements – UV System Contract Date: January 25, 2021

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

**This certificate applies to all work included in the original Contract and Change Orders 1 and 2.**

To: Town of Sunapee  
(Owner)

And To: PRB Construction, Inc.  
(Contractor)

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

March 22, 2022  
(Date of Substantial Completion)

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 39 calendar days of the above date of Substantial Completion.

B-8.2

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as follows:

RESPONSIBILITIES:

OWNER: O&M, insurance, utilities, and security for all accepted portions of project.  
Notify Contractor promptly of any defective material or workmanship discovered during the warranty period.

Operate water system in accordance with State and Federal regulations.

CONTRACTOR: Warranty all work accepted as part of this substantial completion for a period of one (1) year except where agreed longer.

The following documents are attached to and made a part of this Certificate:

List of items to be completed for Final Completion.

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on April 5, 20 22

Underwood Engineers, Inc.  
(Engineer)

By: [Signature]

CONTRACTOR accepts this Certificate of Substantial Completion on April 4, 20 22

PRB Construction Inc  
(Contractor)

By: [Signature]

OWNER accepts this Certificate of Substantial Completion on \_\_\_\_\_, 20 \_\_\_\_\_

(Owner)

By: \_\_\_\_\_

UNDERWOOD ENGINEERS, INC.


WATER TREATMENT PLANT IMPROVEMENTS – UV SYSTEM, SUNAPEE NH

WORK TO BE COMPLETED LIST

(Revised April 5, 2022)

- Provide paper copies of O&M manuals once submittals are approved.
- Air bubble in UV system. Install one air release valve on each DI pipe upstream of the UV units as recommended by Atlantium. See ESI #3. Provide cost for additional air release valve. UE has reached out to Atlantium to see if additional corrective action is needed.
- Provide wireless mouse for laptop per the specifications. Wireless keyboard and docking station not required, provide credit.
- Install ethernet jack in office to connect to laptop at location desired by Owner.
- Relocate ballasts to be above UV systems per plans.
- Provide satisfactory startup report from Atlantium.
- Relocate chlorine injection point to the 8" PVC line after the wye, just before the clearwell. Leave taps at existing chlorine injection locations so they can be utilized for injection if needed by the Town.
- UE notes phase converter is installed less than the clearances required by the manufacturer for ventilation. Relocate if during warranty period ventilation is found inadequate.
- Install new touchscreen panel (pending shipment) and perform associated integration work and testing.
- UE and the Town to do performance testing at plant design flow rates to assess hydraulics and make sure plant is running per Specification 13360. Remove flow tube and replace with spool if determined necessary to reduce head loss.
- Ductile iron painting (dark blue to match existing) per plans and specifications (submittal required).
- Provide flow arrows and pipe labels per ESI #3, to be provided. (submittal required).
- Remove demo'd plant water tank from the site unless requested for salvage by the Owner.
- Reinstall sample taps on new filter piping per plans.

**Contractor's Application for Payment No. 5**

Application Period	4/1/2022	Application Date:	
To: (Owner)	Town of Sunapee	From: (Contractor)	PRB Construction Inc.
Project:	UV upgrade Sunapee, NH	Contract:	UV Upgrade
Owner's Contract No.:		Contractor's Project No.:	Sunapee UV
		Engineer's Project No.:	
		Via (Engineer)	

**Application For Payment  
Change Order Summary**

Approved Change Orders Number	Additions	Deductions
1		\$5,016.46
2	\$5,500.00	
<b>TOTALS</b>		\$5,016.46
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$483.54</b>	

1. ORIGINAL CONTRACT PRICE: \$410,731.00

2. Net change by Change Orders: \$483.54

3. Current Contract Price (Line 1 + 2): \$411,214.54

4. TOTAL COMPLETED AND STORED TO DATE: \$411,214.54  
(Column E on Progress Estimate)

5. RETAINAGE: 2% total contract

    a. 10% X Work Completed: \$8,224.29

    b. 10% X Stored Material: \$7,500.00

    c. Total Retainage (Line 5a + Line 5b): \$15,724.29

6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c): \$395,490.25

7. LESS PREVIOUS PAYMENTS (Line 6 from prior Applications): \$367,862.51

8. AMOUNT DUE THIS APPLICATION: \$127,627.74

9. BALANCE TO FINISH, PLUS RETAINAGE: \$15,724.39  
(Column G on Progress Estimate + Line 5 above)

**Contractor's Certification**

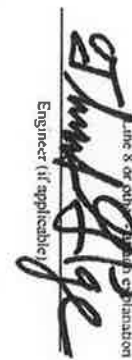
The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment, incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such liens, security interests or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

I hereby certify, on behalf of the Contractor, that the U.S. Department of Labor's Davis Bacon wage rates provisions, regulations of the Davis-Bacon Act, Executive Order 11246 (Equal Employment Opportunity) as amended by Executive Order 11375, as supplemented in the Department of Labor Regulations (41 CFR Part 80), and the Contract Work Hours Standards Act have been met.

I hereby certify, behalf of the Contractor, that the American Iron and Steel Provisions of P.L. 113-76 Consolidated Appropriations Act 2014, section 436 (American Iron and Steel Requirement) have been met and that all iron and steel used in the project named above have been produced in the United States, in a manner that complies with the American Iron and Steel Requirement including any applicable EPA approved waivers.

By:  Date: 4/1/2022

Payment of \$127,627.74 (Line 8 or 9b) with explanation of the other amount)

is recommended by:  Engineer (if applicable) 4/5/2022 (Date)

Payment of \$127,627.74 (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ Owner \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding Agency (if applicable) \_\_\_\_\_ (Date)



**CONTRACTOR'S PAYROLL CERTIFICATION  
AND  
AMERICAN IRON AND STEEL CERTIFICATION**

(To be submitted with each application for payment)

Name of Contractor: PRB Construction Inc.  
Address of Contractor: 25 Country Club Rd. #706 Gilford NH 03249

Project Name: UV Upgrade

Project Number: 2271010-01

Project Location: Sunapee, NH

Payment Application No.: 5

Payment App. End Date: 4/1/2022

I hereby certify that all of the contract requirements as specified under the Labor Standards Provision for Federal and Federally Assisted Contracts have been complied with by the above named Contractor, and by each Subcontractor employing Laborers or Mechanics at the site of the work, or there is an honest dispute with respect to the required provisions.

I hereby certify that the "American Iron and Steel" provisions of P.L. 113-76, "Consolidated Appropriation Act, 2014", the "Consolidated and Further Continuing Appropriations Act, 2015", P.L. 114-113, the "Consolidated Appropriations Act, 2016"; and/or the "Water Resources Reform and Development Act of 2014" ("Acts") as applicable, have been met, and that all iron and steel used in the project named above have been produced in the United States in a manner that complies with American Iron and Steel Requirements, and/or that applicable EPA-approved waivers have been obtained to comply with American Iron and Steel requirements.

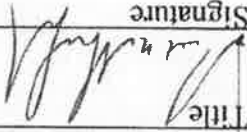
CONTRACTOR:

Paul R. Blandford

Name of Responsible Official

President

Title



Signature

4/1/2022

Date



American Iron and Steel

AMERICAN IRON AND STEEL DE MINIMIS TRACKING REPORT

(To be submitted with each application for payment)
NH DEPARTMENT OF ENVIRONMENTAL SERVICES
CLEAN WATER STATE REVOLVING FUND (CWSRF)
DRINKING WATER STATE REVOLVING FUND (DWSRF)



Contractors who wish to use the AIS De Minimis waiver must consult with the Owner when determining the items to be covered by this waiver, and shall retain and provide to the Owner relevant documentation (i.e., invoices) for those items. The Contractor shall summarize in reports to the Owner the types and/or categories of items to which this waiver is applied; the total cost of incidental components covered by the waiver for each type or category (including copies of invoices); and the calculations by which Contractor determined the total cost of materials used in and incorporated into the project. The Contractor shall include a complete and up-to-date De Minimis Tracking Report in each application for payment. The Contractor shall also provide the report to the Owner upon request.

Owner: Town of Sunapee, NH Project Name: UV upgrade

Contractor: PRB Construction Inc. CWSRF/DWSRF Project #: 2271010-01

1. Has Contractor purchased or used AIS materials that will be covered under this waiver? Yes [X] No [ ] (If "yes, continue to box 2. If "no", sign below in box 3.)

NOTE: The De Minimis waiver is only applicable to the cost of materials incorporated into the project. Do not include other project costs (labor, installation costs, etc.) in the "Total Cost of Materials". The cost of a material must include delivery to the site and any applicable tax. Contractor must provide sufficient documentation to support all costs included in this calculation.

2. Total cost of materials used in and incorporated into the project: \$183,931.00 De Minimis 5% Limit: \$9,196.55
Have all materials been delivered (final report)? [X] yes [ ] no
Individual Item 1% Limit: \$1,839.31

Table with 6 columns: Component Description, Country of Origin (if available), Quantity (if applicable), Cost per Unit (if applicable), Component's Total Cost, How is Cost Documented? Total Cost of De Minimis Components \*\*:

\* Documentation must demonstrate confirmation of the components' actual costs (invoice, etc.).
\*\* If approaching the 5% limit, contact NHDES immediately

3. Contractor Signature: [Signature] Title: President
Printed Name: Paul R. Blandford Date: 4/1/2022



**TOWN OF SUNAPEE  
WATER & SEWER COMMISSION**

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

April 28, 2022

Mr. Randal Suozzo, P.E.  
NHDES  
29 Hazen Drive  
P.O. Box 95  
Concord, New Hampshire 03302-0095

**Re: *Town of Sunapee Water Department  
Water Treatment Plant Improvements – UV System Project  
Sunapee, New Hampshire  
DWSRF Project No. 2271010-01***

Dear Mr. Suozzo:

We are forwarding herewith, one (1) copy of Disbursement Request No. 6 for the State Revolving Loan for the subject project. Attached to this request are:

1. Project Cost Summary
2. Tabulations of invoices for engineering services with backup documentation.

Please call if you have any questions.

Very truly yours,

David Bailey  
Superintendent  
Sunapee Water & Sewer Department

**N.H. DEPARTMENT OF ENVIRONMENTAL SERVICES  
REQUEST FOR DWSRF DISBURSEMENT**

<b>LOAN RECIPIENT ORGANIZATION</b>		DWSRF Project Number: 2271010-01		
Name:	Town of Sunapee	Disbursement Request Number: 6 FINAL		
Mailing Address:	23 Edgemont Road	<b>Water Treatment Plant Improvements - UV System</b>		
	Sunapee, NH 03782	Type of Request: Partial <input type="checkbox"/> Final <input checked="" type="checkbox"/>		
Loan Amount \$400,000		Period Covered by this request: From: 3/1/2022 To: 3/31/2022		
<b>CLASSIFICATION</b>	<b>Total Project</b>	<b>DWSRF Eligible</b>	<b>Previous Requests</b>	<b>This Request</b>
Administrative Expense				
Pre-construction Costs				
Land and Easements				
Construction (incl. contingency)	\$410,731.00	\$360,000.00	\$288,148.24	\$79,786.89
Construction Administration	\$40,000.00	\$40,000.00	\$25,394.06	\$6,670.81
Equipment				
Miscellaneous Cost				
Other (specify)				
<b>Totals</b>	<b>\$450,731.00</b>	<b>\$400,000.00</b>	<b>\$313,542.30</b>	<b>\$86,457.70</b>
Percent of Loan Disbursed Previously:		78.39%		
Total Percent of Loan Disbursed including this Request:		100.00%		
<p>I certify to the best of my knowledge and belief that the project costs incurred as indicated above are in accordance with the provisions of New Hampshire Code of Administrative Rules Env-Dw 1100 and the loan agreement for the project, that the disbursement requested represents the State Revolving Fund share due which has not been previously requested, that a thorough owner's inspection has been performed and all work for which a disbursement is being requested has been performed satisfactorily.</p>				
<b>LOAN RECIPIENT</b>				
Signature of Authorized Representative:				
Typed or Printed Name and Title:				
Date:				
<b>NHDES DISBURSEMENT APPROVAL</b>				
Signature:				
Title: Administrator, Drinking Water And Groundwater Bureau				
Date:				

**EXHIBIT A  
PROJECT BUDGET**

PROJECT: Water Treatment Plant Improvements - UV System  
Sunapee, NH  
Design and Construction Phases

DATE: for work through March 2022  
 Prepared by: TGP

Disbursement Request No. 6

Printed: 4/12/22

	Current Budget	Previous Earned to Date	Requested This Period	Total Earned to Date	Percent Complete	Balance to Finish
<b>USE OF FUNDS:</b>						
Legal						
Administration						
<b>ENGINEERING SERVICES</b>						
Preliminary Design - UV and Chloramines (ESR #5)	\$19,000.00	\$19,000.00		\$19,000.00	100%	
Final Design - UV System and control valves (ESR #6)	\$39,400.00	\$39,400.00		\$39,400.00	100%	
Additional design - UV	\$12,000.00	\$12,000.00		\$12,000.00	100%	
Construction Phase Engineering Services - UV System	\$40,000.00	\$25,394.08	\$6,670.81	\$32,064.87	80%	\$7,935.13
<b>CONSTRUCTION</b>						
WTP Improvements - UV System	\$411,214.54	\$288,148.24	\$123,066.30	\$411,214.54	100%	
Includes Allantium proposal of \$115,731						
Includes Change Order 1 and 2						
Subtotal	\$521,614.54	\$383,942.30	\$129,737.11	\$513,679.41		\$7,935.13
CONTINGENCY	\$28,785.46					
<b>TOTAL</b>	<b>\$550,400.00</b>	<b>\$383,942.30</b>	<b>\$129,737.11</b>	<b>\$513,679.41</b>		<b>\$36,720.59</b>
<b>FUNDING SOURCES:</b>						
Local funds	\$70,400.00	\$70,400.00	\$43,279.41	\$113,679.41		-\$43,279.41
Warrant Article/DWSRF Loan	\$400,000.00	\$313,542.30	\$86,457.70	\$400,000.00	100%	
Local Funds - additional from Capital Reserves as required	\$80,000.00					
<b>TOTAL</b>	<b>\$550,400.00</b>	<b>\$383,942.30</b>	<b>\$129,737.11</b>	<b>\$513,679.41</b>		<b>\$36,720.59</b>

Notes:

Construction cost is based on low bid by PRB Construction

Sunapee to provide additional funds from Capital Reserve fund as needed, per award request letter December 28, 2020

Pay App 5 \$127,627.74 due, minus \$4561.44 retainage already collected

**SUMMARY OF COSTS**  
**Town of Sunapee**  
**DWSRF # 2271010-01**

**Disbursement Request No. 6 FINAL**

<u>CATEGORY</u>	<u>PROJECT DESCRIPTION</u>	<u>INVOICE DATE</u>	<u>INVOICE AMOUNTS</u>	<u>TOTALS</u>
<b><u>Engineering</u></b>				
Underwood Engineers, Inc.	2455 DBP Mitigation Assistance	3/31/2022	\$ 6,670.81	
			Total Engineering	\$ 6,670.81
<b><u>Administrative</u></b>				
				\$ -
<b><u>Construction</u></b>				
PRB Construction	PRB Construction - Payment App. No. 5	4/1/2022	\$ 79,786.89	
			Retainage \$ -	
			Total Construction	\$ 79,786.89
			Total Disbursement Request No. 6 FINAL	\$ 86,457.70

**Funds to be paid by the Town from Local Funds**

<b><u>Construction</u></b>				
PRB Construction	PRB Construction - Payment App. No. 5	4/1/2022	\$ 43,279.41	
			Retainage \$ -	
			Total Construction	\$ 43,279.41

**Funds to be paid by the Town that was previously collected**

<b><u>Construction</u></b>				
PRB Construction	PRB Construction - Payment App. No. 5	4/1/2022	Retainage \$ 4,561.44	
			Total Construction	\$ 4,561.44

Total to be paid to PRB \$ 127,627.74

**TABULATION OF ELIGIBLE COSTS**  
**Town of Sunapee**  
**DWSRF Project No. 2271010-01**

**Project - DBP Mitigation Assistance**  
**Payment Request No. 6**

**Construction Phase**

Date	\$4,000 Bidding	\$24,000 Construction Admin & Obser	\$4,000 Start Up	\$4,000 O&M	\$4,000 Record Drawings	\$40,000 Totals
10/31/2020	\$ 1,171.20					\$ 1,171.20
12/31/2020	\$ 2,828.80					\$ 2,828.80
2/21/2021		\$ 3,481.17				\$ 3,481.17
5/9/2021		\$ 1,019.00				\$ 1,019.00
7/25/2021		\$ 971.60				\$ 971.60
9/30/2021		\$ 1,328.80				\$ 1,328.80
3/31/2021		\$ 3,818.40				\$ 3,818.40
10/31/2021		\$ 3,095.07		\$ 511.10	\$ 754.00	\$ 4,360.17
12/31/2021		\$ 4,874.54		\$ 364.00		\$ 5,238.54
2/28/2022		\$ 581.60		\$ 594.78		\$ 1,176.38
3/31/2022		\$ 4,203.68	\$ 1,593.41	\$ 436.86	\$ 436.86	\$ 6,670.81
<b>Totals</b>	\$ 4,000.00	\$ 23,373.86	\$ 1,593.41	\$ 1,906.74	\$ 1,190.86	\$ 32,064.87
Remaining Balance		\$ 626.14	\$ 2,406.59	\$ 2,093.26	\$ 2,809.14	\$ 7,935.13

**Invoice**

2455

Sunapee Water & Sewer Commission  
PO Box 347  
Sunapee, NH 03782

Invoice No. 18021  
Invoice Date: March 31, 2022

**Current Invoice Amount: \$6,670.81**

Services through 3/31/2022

Services: DBP MITIGATION ASSISTANCE

Professional engineering services to assist the Town in continuing the screening process of DBP mitigation alternatives to help them determine the best option to reduce THMs and/or HAA5s and the associated probable costs.

Reference: Drinking Water State Revolving Loan #2271010-01

ESR No. 5 dated July 2, 2019. ESR No. 6 dated November 15, 2019. ESR No. 6 Amendment No. 1 dated March 25, 2020. ESR No. 6 Amendment No. 2 dated September 24, 2020. ESR No. 7 dated September 24, 2020.

Email invoices to Holly Leonard at [holly@town.sunapee.nh.us](mailto:holly@town.sunapee.nh.us)

**Task 09 Construction Administration and Observation**

Contract Value:	\$24,000.00
Previously Billed:	\$19,170.18
Current Billing:	\$4,203.68
Remaining Balance:	\$626.14

Professional Services

	<u>Hours</u>	<u>Charge</u>
Project Manager	12.00	1,895.04
Senior Project Engineer	1.00	124.32
Project Engineer	20.00	2,184.32
<b>Professional Services Total</b>		<b>\$4,203.68</b>

**Task 09 Total \$4,203.68**

**Task 10 Startup Services**

Contract Value:	\$4,000.00
Previously Billed:	\$0.00
Current Billing:	\$1,593.41
Remaining Balance:	\$2,406.59

Professional Services

	<u>Hours</u>	<u>Charge</u>
Project Engineer	12.00	1,310.59

Professional Services Total \$1,310.59

Reimbursables

	<u>Charge</u>
Mileage	267.22
Prints & Copies	11.40
Tolls	4.20

Reimbursables Total \$282.82

**Task 10 Total \$1,593.41**

**Task 11 Operation and Maintenance Manual**

Contract Value:	\$4,000.00
Previously Billed:	\$1,469.88
Current Billing:	\$436.86
Remaining Balance:	\$2,093.26

Professional Services

	<u>Hours</u>	<u>Charge</u>
Project Engineer	4.00	436.86

Professional Services Total \$436.86

**Task 11 Total \$436.86**

**Task 12 Record Drawings**

Contract Value:	\$4,000.00
Previously Billed:	\$754.00
Current Billing:	\$436.86
Remaining Balance:	\$2,809.14

Professional Services

	<u>Hours</u>	<u>Charge</u>
Project Engineer	4.00	436.86

Professional Services Total \$436.86

**Task 12 Total \$436.86**

**Total Balance This Invoice \$6,670.81**

Project Manager per TGP  
Principal [Signature]





**DWSRF Project No.2271010-01  
PRB Construction  
Sunapee UV System Project**

Disbursement Request No. 6


Original Contract Value	\$410,731.00
Change Order No. 1	(\$5,016.46)
Change Order No. 2	\$5,500.00
<b>Total Contract Value</b>	<b>\$411,214.54</b>

Maximum Retainage to be withheld (5%)	\$20,560.73	Retainage for warranty period (2%)	\$8,224.29
---------------------------------------	-------------	------------------------------------	------------

Application Number Date	Totals Job to Date	Pay App #5 4/1/2022	Pay App #4 10/15/2021	Pay App #3 7/23/2021	Pay App #2 2/5/2021	Pay App #1 2/5/2021
<b>TOTAL WORK COMPLETED FOR THE PERIOD</b>	\$411,214.54	\$123,066.30	\$115,000.00	\$48,490.34	\$104,157.90	\$20,500.00
SRF Eligible Portion	\$399,641.44	\$123,066.30	\$115,000.00	\$48,490.34	\$104,157.90	\$8,926.90
<b>TOTAL RETAINAGE REQUESTED</b>	\$15,724.29	(\$4,561.44)	\$2,970.91	\$4,849.03	\$10,415.79	\$2,050.00
SRF Eligible Portion	\$15,724.29	(\$4,561.44)	\$2,970.91	\$4,849.03	\$10,415.79	\$2,050.00
<b>PRB PAYMENT REQUESTED</b>	\$395,490.25	\$127,627.74	\$112,029.09	\$43,641.31	\$93,742.11	\$18,450.00
SRF Eligible Portion	\$383,917.15	\$127,627.74	\$112,029.09	\$43,641.31	\$93,742.11	\$6,876.90

Note, Pay Application 1 value above is after subtracting \$11,573.10 for UV equipment that was not approved in SRF Disbursement 1.  
Pay Application 2 value above includes the \$11,573.10 not previously disbursed.  
The UV equipment has been delivered and accepted as stored material.  
Total Retainage = \$7500 for punchlist items plus 2% retainage of \$8224.29

# Contractor's Application for Payment No. 5

<b>To:</b> (Owner)	Towa of Sunapee	Application Period:	4/1/2022
<b>Project:</b> UV upgrade Sunapee, NH		<b>From:</b> (Contractor)	PRB Construction Inc.
<b>Owner's Contract No.:</b>		<b>Contract:</b>	UV Upgrade
		<b>Contractor's Project No.:</b>	Sunapee UV
		<b>Engineers Project No.:</b>	
		<b>Via:</b> (Engineer)	
		<b>Application Date:</b>	

**Application For Payment  
Change Order Summary**

Approved Change Orders Number	Additions	Deductions
1		\$5,016.46
2	\$5,500.00	
<b>TOTALS</b>		\$5,016.46
<b>NET CHANGE BY</b>		<b>\$485.54</b>
<b>CHANGE ORDERS</b>		

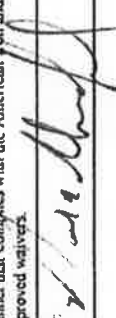
1. ORIGINAL CONTRACT PRICE \$ \$110,731.00
2. Net change by Change Orders \$ \$483.54
3. Current Contract Price (Line 1 + 2) \$ \$111,214.54
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate) \$ \$111,214.54
5. RETAINAGE: 2% total contract
  - a. 10%  Work Completed \$ \$8,224.29
  - b. 10%  Stored Materials \$ \$7,500.00
  - c. Total Retainage (Line 5a + Line 5b) \$ \$15,724.29
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c) \$ \$395,490.25
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) \$ \$267,862.51
8. AMOUNT DUE THIS APPLICATION \$ \$127,627.74
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 8 above) \$ \$15,724.29

**Contractor's Certification**


The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

I hereby certify on behalf of the Contractor, that the U.S. Department of Labor's Davis Bacon wage rates provisions, regulations of the Davis-Bacon Act, Executive Order 11246 (Equal Employment Opportunity) as amended by Executive Order 11375, as supplemented in the Department of Labor Regulations (41 CFR Part 80), and the Contract Work Hours Standards Act have been met.

I hereby certify on behalf of the Contractor, that the American Iron and Steel Provisions of P.L. 113-76 Consolidated Appropriations Act 2014, section 436 (American Iron and Steel Requirements) have been met and that all iron and steel used in the project named above have been produced in the United States, in a manner that complies with the American Iron and Steel Requirement including any applicable EPA approved waivers.

By:  Date: 4/1/2022

Payment of: \$ \$127,627.74

is recommended by:  (Line 8 or other - attach explanation of the other amount)  
Engineer (if applicable) 4/15/2022 (Date)

Payment of: \$ \$127,627.74  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Date)  
Owner

Approved by: \_\_\_\_\_ (Date)  
Funding Agency (if applicable)



**CONTRACTOR'S PAYROLL CERTIFICATION  
AND  
AMERICAN IRON AND STEEL CERTIFICATION**

**(To be submitted with each application for payment)**

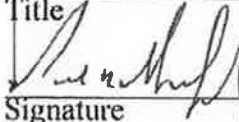
Name of Contractor: PRB Construction Inc.  
Address of Contractor: 25 Country Club Rd. #706 Gilford NH 03249  
Project Name: UV Upgrade  
Project Number: 2271010-01  
Project Location: Sunapee, NH  
Payment Application No.: 5  
Payment App. End Date: 4/1/2022

I hereby certify that all of the contract requirements as specified under the Labor Standards Provision for Federal and Federally Assisted Contracts have been complied with by the above named Contractor, and by each Subcontractor employing Laborers or Mechanics at the site of the work, or there is an honest dispute with respect to the required provisions.

I hereby certify that the "American Iron and Steel" provisions of P.L. 113-76, "Consolidated Appropriation Act, 2014", the "Consolidated and Further Continuing Appropriations Act, 2015", P.L. 114-113, the "Consolidated Appropriations Act, 2016"; and/or the "Water Resources Reform and Development Act of 2014" ("Acts") as applicable, have been met, and that all iron and steel used in the project named above have been produced in the United States in a manner that complies with American Iron and Steel Requirements, and/or that applicable EPA-approved waivers have been obtained to comply with American Iron and Steel requirements.

CONTRACTOR: Paul R. Blandford  
Name of Responsible Official

President  
Title

  
Signature

4/1/2022  
Date

American Iron and Steel



AMERICAN IRON AND STEEL DE MINIMIS TRACKING REPORT

(To be submitted with each application for payment)

NH DEPARTMENT OF ENVIRONMENTAL SERVICES
CLEAN WATER STATE REVOLVING FUND (CWSRF)
DRINKING WATER STATE REVOLVING FUND (DWSRF)



Contractors who wish to use the AIS De Minimis waiver must consult with the Owner when determining the items to be covered by this waiver, and shall retain and provide to the Owner relevant documentation (i.e., invoices) for those items. The Contractor shall summarize in reports to the Owner the types and/or categories of items to which this waiver is applied; the total cost of incidental components covered by the waiver for each type or category (including copies of invoices); and the calculations by which Contractor determined the total cost of materials used in and incorporated into the project. The Contractor shall include a complete and up-to-date De Minimis Tracking Report in each application for payment. The Contractor shall also provide the report to the Owner upon request.

Owner: Town of Sunapee, NH Project Name: UV upgrade

Contractor: PRB Construction Inc. CWSRF/DWSRF Project #: 2271010-01

1. Has Contractor purchased or used AIS materials that will be covered under this waiver? [ ] Yes [X] no (If "yes, continue to box 2. If "no", sign below in box 3.)

NOTE: The De Minimis waiver is only applicable to the cost of materials incorporated into the project. Do not include other project costs (labor, installation costs, etc.) in the "Total Cost of Materials". The cost of a material must include delivery to the site and any applicable tax. Contractor must provide sufficient documentation to support all costs included in this calculation.

2. Total cost of materials used in and incorporated into the project: \$183,931.00 De Minimis 5% Limit: \$9,196.55
Have all materials been delivered (final report)? [X] yes [ ] no Individual Item 1% Limit: \$1,839.31

Table with 6 columns: Component Description, Country of Origin (if available), Quantity (if applicable), Cost per Unit (if applicable), Component's Total Cost, How is Cost Documented?\*

Total Cost of De Minimis Components \*\*: [ ]

\* Documentation must demonstrate confirmation of the components' actual costs (invoice, etc.).

\*\* If approaching the 5% limit, contact NHDES immediately

3. Contractor Signature: [Signature] Title: President
Printed Name: Paul R. Blandford Date: 4/1/2022

**ATLANTIUM TECHNOLOGIES LTD**

11 HaMelacha Street, Har Tuv A Industrial Park  
POB 11071

Beit Shemesh, Israel 9910001  
Israel

Tel.: 02-9925001, Fax: 02-9925005

Company Number: 513386219

VAT Number: 513386219

Withheld Tax File: 925225658



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**To:**  
Sunapee Water & Sewer Department  
P.O. Box 347  
Sunapee, NH 03782 United States  
Attn: Holly Leonard  
Tel.: +1-603-763-2115, Fax: +1-603-763-2271

**Ship to:**  
Sunapee Water & Sewer  
Department  
50 Treatment Plant Road  
Sunapee, NH 03782 United  
States

**Quote Date: 04/17/22**  
**Print Date: 04/17/22**

Price Quotation PQ220340

Part Number	Part Description	Quantity	Unit Price	Extended Price
1110	Annual service Silver package	1.00 ea	USD 7,500.00	7,500.00

<b>Total Price</b>	<b>7,500.00</b>
<b>Tax</b>	<b>0.00</b>
<b>TOTAL</b>	<b>USD 7,500.00</b>

Expir. Date: 05/17/22  
Customer Number: C001268

Terms and Conditions according to Atlantium's policy as published on our website  
www.atlantium.com :  
Payment Terms: Net 30 days  
Incoterms (2010): Onsite service

**2 x RZ163-11 UHP Service Package**

**1. Systems**

System Type	Serial Number
RZ163-11UHP DPM DIN color standard EPA	F01D02211023
RZ163-11UHP DPM DIN color standard EPA	F01D02211024

**1. Visits**

1. Two planned visit (Semi-Annually).
  - Annual PM (up to 2 days onsite) – See appendix A
  - Semi – Annual PM (one day onsite) – See appendix B
1. One emergency visit with 72 hours onsite response (2 days max).

**1. Spare Parts**

1. All spare parts will be provided at 10% discount.

**1. Upgrades and ECOs**

1. All software upgrades will be provided for free during the service contract period.
2. All mandatory ECOs will be performed at no additional charge during the service contract period.

Beneficiary's name: Atlantium Technologies Ltd. (VAT no. is 513386219)  
Bank Name: ISRAEL DISCOUNT BANK LTD

**ATLANTIUM TECHNOLOGIES LTD****11 HaMelacha Street, Har Tuv A Industrial Park  
POB 11071****Beit Shemesh, Israel 9910001  
Israel****Tel.: 02-9925001, Fax: 02-9925005****Company Number: 513386219****VAT Number: 513386219****Withheld Tax File: 925225658****To:  
Sunapee Water & Sewer Department  
P.O. Box 347  
Sunapee, NH 03782 United States  
Attn: Holly Leonard  
Tel.: +1-603-763-2115, Fax: +1-603-  
763-2271****Ship to:  
Sunapee Water & Sewer  
Department  
50 Treatment Plant Road  
Sunapee, NH 03782 United  
States****Quote Date: 04/17/22  
Print Date: 04/17/22****Price Quotation PQ220340**

Branch: 0010 Branch name: Tel Aviv Main Branch

BIC Code: IDBLILITXXX

USD - Iban code: IL900110100000156965803

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**Mor Iris  
ATLANTIUM  
TECHNOLOGIES LTD**