



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

**Board of Commissioners Meeting
August 24, 2023
Sunapee Town Office Meeting Room**

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

Also present: Holly Leonard and David Bailey.

The Chairman called the meeting to order at 5:34 p.m.

1. Election of Officers: After some discussion regarding the election not having happened in March as usual, Jeffrey R. made a motion to nominate the current chairman Theodore Gallup to continue acting as Chair of the Commission, seconded by Charles H., voted unanimously in favor. Douglas G. nominated Jimmy W. for Vice – Chairman, seconded by Wayne S., voted unanimously in the affirmative.
2. Forms for Approval:
 - July 27, 2023 Meeting Minutes: Douglas G. made a motion to accept the July 27th meeting minutes, seconded by Jimmy W. voted 6 in favor, 1 abstained, the motion passes in the majority, so declared by the Chairman.
 - July Sewer Purchase Journal: Douglas G. made a motion to accept the July sewer purchase journal, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
 - July Water Purchase Journal: Jimmy W. made a motion to accept the Sunapee water purchase journal as written, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.
 - July 2023 Income Statements for Water & Sewer: Charles H. made a motion to accept the July 2023 Sewer Income Statement, seconded by Douglas G., voted unanimously in favor, so declared by the Chairman. Charles H. made a motion to accept the July income statement for water, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
 - 2024 Water Grant Acceptance and Authorization: Charles H. made a motion to accept the 2024 grant application for water and to authorize the Chairman to sign it on behalf of the Commission, seconded by Douglas G., voted unanimously in the affirmative, so declared by the Chairman.
 - Second Additional Sewer Billing Warrant for 2023: Holly L. presented what had gone on with the property and that it had changed to 2 units in 2005 and been missed in the billing system until now. Charles H. made a motion to accept the rent collectors warrant in the amount of \$737, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
3. Wastewater Treatment Highlights: Dave B. reported that New London had an issue with the meter at town line and that A/D Instruments had been able to remedy this issue. He stated that the guys have been working on getting manholes ready for paving and that it has come to his attention that School Street has been removed from the paving schedule and that something will have to be done with the manholes that had been worked on there to ready them for the winter season. Dave B. stated that the Wastewater Plant has been running great and that the phosphorus and aluminum numbers have been low. He reported that the new discharge permit has a copper limit and that he does not feel that passing this will be an issue, but that he is thinking about performing this test in house but may decide to send it out to Eastern Analytical, he has not decided yet. He reported that a State Representative for New London and Newbury had toured the wastewater plant and that PFOA's were high on her list of treatment issues that need to be prioritized. Dave B. stated that the sludge has been coming out great and that truck

inspections are due in September. He reported that the Freightliner most likely needs tires to pass inspection and there was some discussion regarding the cost of those tires being above the \$5,000 expenditure limit that Dave is authorized to approve, Jimmy W. made a motion to give Dave the authorization to purchase the tires for the Freightliner, have them balanced and installed, seconded by Wayne S., voted unanimously in favor, so declared by the Chairman.

4. Water Treatment Highlights: Dave B. reported that the Mission unit had been installed at Harbor Hill by A/D Instruments and that it seems to be functioning very well. He stated that he has not gotten a quote for the second pump at Georges Mills yet. There was some discussion regarding the Main Street Georges Mills bridge and if it affects any water infrastructure. Dave B. stated that it does not, however maybe there should be a plan to install a water main on it when the bridge gets repaired. There was some discussion regarding what type of installation it might be and what else would need to be done to accommodate a new main there.

5. Old & New Business:

Dave B. stated that he has been looking around to find a concrete engineer for the possibility of having the proposed garage installation engineered and that he is not having any luck finding anyone with that ability. There was some discussion regarding businesses that may be able to do this engineering and that perhaps and RFP would be in order for getting quotes on the job.

Fuss & O'Neill Invoices: Dave B. stated that the test pits have been done and that he had sent Fuss & O'Neill some maps of manholes for the design. There was some discussion regarding what work had been accomplished that was being billed for. Jeffrey R. made a motion to approve payment of invoice 0258135 for \$493.10 and invoice 0253184 in the amount of \$1,792.40, seconded by Douglas G., voted unanimously in favor, so declared by the Chairman.

2024 Preliminary Draft Budgets: Holly L. presented that she is consolidating budget line items to do away with the many repetitive ledger lines. Where there have been a separate lines for say lab supplies and another for lab equipment, she has been combining the two into one line for supplies and equipment. This way may better streamline the budget discussions by doing away with very small line items and lumping them into a category with other similar line items. She reported that she had reached out to Irving Oil and that they had presented that current propane prices were 11% down from the Commission's contract that will end next month. There was some discussion regarding what may happen to the pricing over the next month and that the price the Water & Sewer Department is paying for propane is very good comparatively. Holly L. stated that there may be an RFP for residing Pump Station 13 so that a warrant article for the work could be presented and that the new pump for Georges Mills could be a warrant article item as well. Holly L. reported that she feels that the Commission should move away from the "Replacement Fund" accounts, which are budget line items deposited each year, and concentrate on putting money into the Capital Improvement Capital Reserves that were newly created under RSA's that allow the Commission to Expend without a vote of Town Meeting. She stated that she has been unable to determine how the "Replacement" accounts were established and as such the Commission has been putting forward warrant articles to expend these monies even though it is not known if that is necessary or not. Budgets will be reviewed over the next several months in anticipation of the budget hearing in early November.

The next monthly meeting is scheduled for September 28, 2023.

6:26 p.m. Douglas G. made a motion to adjourn, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.