



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

**Board of Commissioners Meeting  
December 22, 2022  
Sunapee Town Office Meeting Room**

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

Also present: Holly Leonard and David Bailey.

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

1. Forms for Approval:

November 17, 2022 Meeting Minutes: Douglas G. made a motion to accept the November 17th minutes, seconded by Charles H. voted unanimously in favor, so declared by the Chairman.

November Sewer Purchase Journal: Douglas G. made a motion to accept the Sewer Purchase Journal for November, seconded by Jimmy W., after some discussion regarding Clean Waters and polymer, voted unanimously in favor, so declared by the Chairman.

November Water Purchase Journal: Jimmy W. made a motion to accept the Water Journal as presented, seconded by Charles H., after some discussion regarding PRB Construction and Underwood Engineers, voted unanimously in the affirmative, so declared by the Chairman.

2022 Sewer Income Statement through November: Charles H. made a motion to accept the sewer income statement through November 2022, seconded by Wayne S., Charles H. questioned the difference in budgeted income versus actual and Holly L. stated that she will look into why the large discrepancy and that it must be an error, voted unanimously in the affirmative, so declared by the Chairman.

2022 Water Income Statement through November: Douglas G. made a motion to accept the Water Income Statement for November. Seconded by Jimmy W.. Charles H. questioned the difference in budgeted income versus actual on the income statements and Holly L. stated that she will have to look into the discrepancy but that it must be an error. The Commission voted unanimously in favor of approving the Water Income Statement, so declared by the Chairman.

Abatement Requests: After some discussion regarding the properties and why there had been no water used at them during the year, Charles H. made a motion to accept the abatement requests for 251 Lake Avenue and 78 Oak Ridge Road, seconded by Douglas G., voted unanimously in favor, so declared by the Chairman.

Billing Error Adjustment for 76 Lower Main Street: After some discussion regarding what had been billed incorrectly causing the need for the adjustment, Charles H. made a motion to accept the billing adjustment for 76 Lower Main Street, seconded by Douglas G., voted unanimously in the affirmative, so declared by the Chairman.

2. Wastewater Treatment Highlights: Dave B. reported that the Wastewater Treatment Plant has been running nicely and that EPA had sent a letter awarding Sunapee's Plant for excellence. He stated that there had been a purchase of a car port to keep snow off of the Freightliner and that the crew is setting it up on waste blocks from Carrol Concrete out on the power line. Dave B. stated that there have recently been some issues with the effluent flow meter and that A/D Instruments had suggested using Rain-X on it but that this had not been very helpful as there are still issues with it reading high and causing the

system to call for too much chlorine causing high chlorine issues. He stated that the pump station generators had run during last week's storm and that all the generators ran well.

3. Water Treatment Highlights:

Dave B. stated that the Town Hall water line is running nicely and that there had been a water leak on Alpine Court due to a bad tee. Dave B. reported that the most recent TTHM result had been quite high and that it had brought the yearly average very close to a violation. He stated that he thinks that shutting off the concrete storage tank might help to alleviate the high hold time but that he is not fond of the idea of wasting the 300,000 gallons that will need to be drained before turning it back on. There was some discussion regarding the tanks and why this may be causing the issue as well as how having the concrete tank off should be run past the Fire Chief.

4. Old & New Business:

Douglas G. passed around a sample form that he would propose having at the Sewer Treatment Plant for septic haulers to fill out to track what properties had performed this work for the proposed septic ordinance that would track the conditions of septic systems in Town. Theodore G. questioned who would be filling out the forms and how the tracking would be done. Douglas G. stated that the Septic Pumpers would fill out the forms and leave them at the plant where someone would pick them up. Theodore G. stated that he doesn't think that the Sewer Department should be in charge of collecting the information and that he it is going to be the Health Officer, not the Sewer department that has the authority to ask that this be done. Theodore G. stated that he has many questions regarding all of the information being asked for on the form about the condition of the septic and that not all of the Septic Haulers would be willing to check on all of these things when called to pump someone's tank. Douglas G. would propose asking the haulers about the form and how they feel about it. Charles H. suggested that this had all originated from LSPA's concern about nutrient loading in the watershed and Douglas G. thought that doing this on a Town wide scale would be more informative. Jimmy W. questioned if the State has any of this information gathered on individual septic systems. Charles H. stated that the State does not have the ability or manpower to collect and keep this information. Richard C. suggested that some of the Septic Haulers may take advantage of some people and sell them a new septic system when they don't need one. There was some discussion regarding the forms, who would collect them and how. Jimmy W. stated that it is the State that controls septic system designs and that they should have this type of information. There was much discussion regarding the issues that could possibly arise from this new ordinance and who was going to be responsible for the collection of the information gleaned. There was discussion regarding grease traps in food preparation facilities and Sunapee being the Guinea pig for this new collecting of septic condition information that would then be followed by New London and Newbury as proposed by LSPA.

Fuss & O'Neill invoice for work performed on the Lower Main Street Water Main design was reviewed. Dave B. stated that he has seen a plan on the computer and that he is going to meet with Dan M. and have him bring a full sized plan that Dave can make note on what he feels is incorrect. Jimmy W. made a motion to approve the payment of Invoice # 0246570 for Fuss & O'Neill, seconded by Douglas G.. Dave B. reported that Dan M. had sent an e-mail about doing borings for the test pits for the Route 11 crossings and that he had sent an e-mail back to him stating that he would rather save the \$10,900 and dig the test pits in April. After much discussion regarding the project, voted unanimously in the affirmative, so declared by the Chairman.

Operator II Job Description: Charles H. made a motion to approve the revised job description for Water & Sewer Operator II dated 12/22/22, seconded by Wayne S., voted unanimously in favor, so declared by the Chairman.

Theodore G. suggested postponing the Superintendent's Review until January of February. The review was postponed until a future meeting.

The next monthly meeting is scheduled for January 26, 2023.

6:45 p.m. Douglas G. made a motion to adjourn, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.