



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

**Board of Commissioners Meeting
January 27, 2022
Sunapee Town Office 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. New London Sunapee Joint Meeting: See Joint Meeting Minutes.
2. Forms for Approval:
 - December 16, 2021 Meeting Minutes: Douglas G. made a motion to accept the meeting minutes, seconded by Charles H., voted unanimously in favor, so declared by the Chairman.
 - December Sewer Purchase Journal: Douglas G. made a motion to accept the December Sewer Purchase Journal, seconded by Jeffrey R., after some discussion regarding Clean Waters being the vendor for polymer and that a representative from the company will be coming to the plant to do some jar testing in hopes of adjusting it to work a bit better, voted unanimously in favor, so declared by the Chairman.
 - December Water Purchase Journal: Douglas G. made a motion to accept the December Water Purchase Journal, seconded by Jeffrey R., after some discussion regarding Stiles Company, the new meter reading software and the progress with the installation of new meters, voted unanimously in the affirmative, so declared by the Chairman.
 - 2022 Lien Warrant: Holly L. presented that the lien warrant had ended up being \$45,588.19 for unpaid 2021 water and sewer bills. Charles H. made a motion to send the lien warrant as presented to the Town Clerk Tax Collector, seconded by Douglas G., voted unanimously in the affirmative, so declared by the Chairman.
 - ORR 78 Abatement Request: Charles H. made a motion to approve the abatement for 78 Oak Ridge Road, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.
 - 2021 Sewer Income Statement: Charles H. made a motion to accept the Sewer Department 2021 Income Statement as presented, seconded by Jimmy W., after some discussion regarding the report, voted unanimously in favor, so declared by the Chairman.
 - 2021 Water Income Statement: Douglas G. made a motion to accept the 2021 Water Income Statement, seconded by Charles H., after some explanation of the report, voted unanimously in favor, so declared by the Chairman.

3. Water Treatment Highlights:

Dave B. stated that the state had been out in November and that they had done a sanitary survey of the systems. He reported that he received letters back saying that everything looks fine and that Randall Suozzo had suggested a few things to consider implementing in the assessments.

Dave B. reported that filter three had been drained and that there seems to be little to no shmutzdecke layer to be cleaned off. He stated that perhaps this is due to the improvements that have been made, such as the new intake pipe, and stated that he still does not feel comfortable going longer than one year before cleaning a filter because there might be a problem during the high use months and the filters might not be able to keep up if not cleaned.

Dave B. stated that there is work being done at River Road and that there is a line to the Turbine pump that is leaking as well as some pipes that are rusting in there as well that are being replaced.

4. Old & New Business:

Legal counsel sent an e-mail asking if the amendment to the Mietelski easement was to include any replacement shed in the future or not. There was some discussion regarding the easement and the shed. Douglas G. made a motion to update the easement deed document to apply to any replacement shed in the future, seconded by Jeffrey R., voted unanimously in the affirmative, so declared by the Chairman.

There was some discussion regarding the meter issue on Lower Main Street. Douglas G. would have Holly L. send another letter, making sure that both owners receive it, stating what was going to happen with unmetered water fees if the meter is not replaced.

Dave B. reported to the Commission that there had been a meeting with the Town Manager, the Energy Committee and the Conservation Commission about the solar power idea for the Wastewater Treatment Plant area. Dave B. reported that the idea had been shot down by the Conservation Commission and Shannon M. reported that this is due to what specific uses town forest can be used for. She stated that there will be more investigation into the possibility but that lands categorized as Town Forest could not be used for this type of project.

2022 Rates: Holly L. passed around the Sewer Department Combined budget sheet that shows the requested budget for 2022 and the projected income based upon last years numbers. She presented that it is proposed that a 10% increase in the Sewer user rate would generate some funds that could potentially be deposited into the Capital Improvement Reserve improving the amount in that account in keeping with things that are being flagged as needing improvements in the near future.

Holly L. passed out a Water Department budget summary sheet that shows a projected loss if the rates were to remain the same and the proposed budget passes. She presented that she also felt that the Water user fee should be raised approximately 10% in order to cover the budget and perhaps have some money that could be put to the Water Capital Improvement Reserve. Holly L. also pointed out that the hydrant fee could potentially be raised by about 8% and bring the Hydrant fees more in line with what other Town's are charging. There was some discussion regarding the rates and Shannon M. interjected that it seems that the Town of Sunapee has been keeping their budget's artificially low and

that this is not fiscally responsible practice as budgets, rates and income need to keep up in order to fund current expenses as well as future improvements needed in years to come. It was suggested that the rates be raised 15% and after some discussion regarding what the cost would be per year to the users, Wayne S. made a motion to increase the water and sewer rates by 15%, seconded by Charles H., after some discussion regarding hydrants, voted unanimously in favor, so declared by the Chairman.

Douglas G. made a motion to raise the hydrant fee by \$25.00 per hydrant, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.

Watermain Replacement Engineering Request for Qualifications:

A draft Request for Qualifications was passed out and Dave B. stated that he had received an e-mail from Randal Suozzo from DES who had suggested that he did not think that the Commission needed to do interviews and could choose the most qualified engineer without holding interviews. He also suggested that wording be added about possible lead service lines and the need to replace them if any are found. After some discussion regarding the ARPA funds and if the proposed March 31st deadline for submittals would be sufficient it was decided to put out the RFP with the suggested things edited.

The next monthly meeting will be on February 24, 2022.

7:04 p.m. Douglas G. made a motion to adjourn, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.