



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

**Board of Commissioners Meeting  
October 27, 2022  
Sunapee Town Office Meeting Room**

PRESENT: Theodore Gallup – Chairman, Jimmy Williams, Richard Curtis, Charles Hirshberg, Jeffrey Reed, Wayne Stoddard, Douglas Gamsby.  
Also present: Holly Leonard and David Bailey.

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

1. Forms for Approval:

September 29, 2022 Meeting Minutes: Jimmy W. made a motion to accept the September 29th meeting minutes, seconded by Jeffrey R. voted 6 in favor 1 abstained, passes in the majority, so declared by the Chairman.

September Sewer Purchase Journal: Douglas G. made a motion to accept the Sewer Purchase Journal for September, seconded by Charles H., after some discussion regarding sludge hauling and the Town of Merrimack as well as the centrifuge and chemicals, voted unanimously in favor, so declared by the Chairman.

September Water Purchase Journal: Douglas G. made a motion to accept the September Water Purchase Journal, seconded by Jimmy W., after some discussion regarding Harcros chemicals, voted unanimously in the affirmative, so declared by the Chairman.

2022 Sewer Income Statement through September: Douglas G. made a motion to accept the September Sewer Department Income Statement, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.

2022 Water Income Statement through September: Jimmy W. made a motion to accept the Sunapee Water Income Statement for September, seconded by Douglas G., voted unanimously in favor, so declared by the Chairman.

2<sup>nd</sup> Billing Warrants for 2022: Holly L. presented that the sewer user fees had amounted to \$332,355.52 and the sewer bond fees to \$41,257.44 for a total of \$373,612.96. She stated that the water user fees had come out to \$266,420.05 and the water bond fees to \$69,852.25 totaling \$336,272.30 for the water billing warrant. Jimmy W. made a motion to accept the warrants for the water and sewer fees second billing of 2022, seconded by Douglas G., voted unanimously in favor, so declared by the Chairman.

2. Wastewater Treatment Highlights: Dave B. reported that the Wastewater Treatment Plant has been running very well and that he thinks they will be leaving things to run as they currently are for the winter months. He stated that the higher phosphorus limit will be in effect starting in November and running until April and that they can reduce the amount of rare earth that has to be added to save on that chemical and that there is most likely enough of it to last through next year. Dave B. reported that the plant had received a good report from the NH DES inspection and that the only issue they had found was that there was a new edition of the Standard Methods book which needed to be ordered and noted on all the bench sheets.

Dave B. stated that there have been quite a few customers having pump station issues in the Fernwood area and that it may just be the age of the systems causing these problems. There was some discussion

regarding check valves and other items that may be failing in these pump stations. Dave B. stated that there have been some pump station generators with issues but nothing too major.

3. Water Treatment Highlights:

Dave B. reported that the summer water lines are all shut off and blown out. He stated that hydrant flushing will be happening the week after next and that they are going to limit the amount of flushing done in Georges Mills in an effort to put less stress on the wells there. Dave B. reported that Disinfection by-product sampling will be going on next week and that meter readings have all been done.

4. Old & New Business:

Charles H. questioned what would happen if there were an increase in the amount of septic received annually and if this would cause any issues at the Wastewater Plant. He stated that LSPA is pushing to instate a rule that all septic tanks in Sunapee be pumped every 4 years and that he thinks that they will start with just waterfront properties to try it out. Dave B. stated that he does not think that this will pose any big problems for the plant. There was some discussion regarding transfers of ownership and how this would be enforced.

Dave B. reported that the Sludge Quality Certificate renewal that needs to be done every five years has just been submitted and that he should be hearing from the state soon on this.

Dave B. presented that PRB had submitted a sixth request for payment on the UV system work and that this leaves only the retainage which will be released in March after the warranty period is up. Charles H. made a motion to approve the payment request in the amount of \$7,500, seconded by Jeffrey R., voted unanimously in the affirmative, so declared by the Chairman.

Ordinance Revisions: Holly L. presented that it seems the ordinance change public hearing will have to be postponed a bit as the DES representative for the Water Division had just gotten back with a long list of things to change. She stated that he also had suggested that Commission Counsel be consulted prior to adoption of these changes. Holly L. will input the proposed changes to the Water User Ordinance and then send them off to counsel for approval before advertising the public hearing for an upcoming meeting.

Dave B. mentioned that he will not be available for the meeting scheduled for November 17<sup>th</sup> and that he and Holly L. had discussed not having a meeting in November. Perhaps the December meeting could be a combination of both months. Holly L. will evaluate if there is anything that comes in that must be addressed November 17<sup>th</sup> and if not the Commission can cancel the meeting.

There was some discussion regarding the Wastewater Treatment Plant Capacity and New London's proposed development near the hospital.

The proposed 2023 Budgets were reviewed and the prospect of not increasing the deposit into the replacement funds was discussed to be decided after review of the proposed Warrant Articles.

The proposed 2023 Warrant Articles were reviewed. There was much discussion regarding the water line replacements and if the amount offered by the SRF would be enough. Jeffrey R. made a motion to approve the warrant article for the water line replacements, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.

Jimmy W. made a motion to put forth the warrant article for a new truck, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.

After some discussion with Dave B. regarding the increased quote from Daniels Construction for replacing the manhole at the intersection of Garnet Hill Road and Stone End Road. Jimmy W. made a motion to change the amount of the manhole article from \$40,000 to \$45,000, seconded by Charles H., after some discussion regarding bidding and getting more quotes, voted unanimously in favor, so declared by the Chairman.

After some discussion regarding the balances in the Replacement Fund accounts and which of the proposed warrant articles used some of it, the Commission decided to increase the contribution to the replacement funds for 2023 by 2% instead of the 3% that has historically been used.

The next monthly meeting is scheduled for November 17, 2022.

6:58 p.m. Douglas G. made a motion to adjourn, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.