

**Board of Commissioners Meeting
September 24, 2020
Sunapee Town Office Meeting Room**

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

Also present: Holly Leonard, David Bailey, Wayne Stoddard, Kimberly Hallquist-New London Town Administrator, New London Selectmen-Nancy Rollins, Janet Kidder and John Cannon.

The Chairman called the meeting to order at 5:32 p.m. stating that “as Chair of the Sunapee Water & Sewer Commission, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is a physical location at 23 Edgemont Road, Meeting Room to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor’s Emergency Order.

Please note that all votes that are taken during the meeting shall be done by roll call vote.

Let’s start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.”

1. New London Sunapee Joint Meeting: See Joint Meeting Minutes.
2. Robb Sewer Line: Dave B. reported that he has not done much in regards to looking into the Robb sewer line, he stated that he does think that Noel Eastman will be fixing the broken curb stop at the Segal residence. Holly L. stated that both the Koffs and the Holmes have been contacted and are looking into attaching to the sewer. Dave B. stated that he will look into more thoroughly and be ready to discuss at October’s meeting.
3. Wastewater Highlights Continued: Dave B. stated that the wet wells and the siphon chamber have been cleaned out. He reported that the roof on Pump Station #3 has been re-shingled, that the driveway had been paved there and that completes the work on that building. Dave B. told the Commission that there is an ongoing issue with the generator at Pump Station # 9 and that it may require either the installation of variable frequency drive or a bigger generator for that location. Dave B. would recommend purchasing a larger generator at the cost of this will be approximately \$15,000 where the pumps will be about \$5,000 and that he is not certain that the VFD pumps will work to solve the issues. Dave B. suggested that there be a plan to replace a generator each year as they are all aging.
4. Harbor Hill Ultraviolet Disinfection Project: Thomas P. presented that last month Underwood Engineers had been finishing up the design, he stated that the drawings and

project manual had been sent earlier in the week for review and that these included the federal requirements for the SRF funding. Thomas P. stated that there had been the need to increase the size of the UV system and that the new design includes larger reactors to meet the percent removal for the design flow at the plant. Thomas P. thinks that enough they have presented enough money in their proposals to include all of this as well as the contingency. He stated that the new design includes the converter for changing the single-phase power at the location to the 3 phase that is needed for the new system to operate. Thomas P. reported that the budget for construction engineering which he had e-mailed earlier in the day is for \$40,000 and he went over what is included in that price. He stated that after Sunapee approves the design it can be sent to DES for approval and then be put out for bidding. He presented a schedule of bid opening in November, award of the bid in December and commencement of work in January of 2021. Thomas P. stated that it would be best to have work completed prior to the high summer flows next year. He reported that he has spoken with Randy Suozzo at DES and that SRF funding is available and that given Sunapee's affordability index there is up to 15% loan forgiveness available along with the very low interest rates offered on the SRF loan. Thomas P. presented that the interest rate for the SRF loan is currently at 1.296% and that DES suggests moving forward with applying for the loan as soon as possible to get these special deals finalized as they will honor the low interest rate if they happen to go up and that DES will lower it if it happens to go down. Thomas P. stated that he would be available to meet with anyone that has questions on the design to speed up the approval process and to let him know if anyone wants to do this. Jimmy W. questioned the total cost on the presented budget and if this covers everything, Thomas P. responded that once the bids come in it will be easier to tell what the real costs will be. Jimmy W. questioned if Covid will put any constraints on the project, Thomas P. replied that Underwood had been finding that some things are actually going better with contractors but that there may be supply chain issues that are unforeseen. He stated that mostly contractors have begun operating differently to meet the new reality of Covid. Charles H. questioned if DES could change their mind on the project if the town comes into compliance. Thomas P. stated that waiting until next year to move forward with the funding could result in a problem with getting the good deals. Dave B. questioned if there may be any impact on the budget numbers to include Davis Bacon Wages and American Iron & Steel, Thomas P. replied that it is hard to say and that he thinks it will boil down to how busy contractors are and how much they want the work. There was some discussion regarding Atlantium being exempt from those requirements. Thomas P. stated that Underwood would like the Commission's concurrence and approval of the engineering as well as for them to accept the SRF funding. He stated that they would like to get comments on the drawings and get those to DES as soon as possible and that before bidding they would like to get the design agreement amendment approved as well as the construction engineering contract. Douglas G. made a motion to approve Amendment #2 to ESR #6 Design Phase as presented, seconded by Jimmy W., polled unanimously in favor, so declared by the Chairman.

Jimmy W. made a motion to move forward with ESR#7 UV Bidding and Construction contract, seconded by Douglas G., polled unanimously in the affirmative, so declared by the Chairman.

Jeffrey R. made a motion to accept the SRF funding and move forward with the application for it, seconded by Douglas G., after some discussion regarding doing the application prior to bidding, polled all in favor, so declared by the Chairman.

5. Forms for Signing:

August 27, 2020 Meeting Minutes: Douglas G. made a motion to accept the August 27th Meeting minutes, seconded by Jimmy W., Holly L. pointed out that she had neglected to include Wayne Stoddard on the list of people present, polled unanimously in favor of the minutes with the addition of Wayne S. to the list of participants, so declared by the Chairman.

August Sewer Purchase Journal: Douglas G. made a motion to accept the August 2020 Sewer Purchase Journal, seconded by Jimmy W., polled unanimously in favor, so declared by the Chairman.

August Water Purchase Journal: Douglas G. made a motion to accept the August Water Purchase Journal, seconded by Richard C., polled unanimously in the affirmative, so declared by the Chairman.

2020-2021 Irving Propane Contract: Holly L. presented that Irving had issued a proposed contract for propane at \$1.21 per gallon up from \$1.10. Charles H. made a motion to approve the Irving propane contract based on the price quoted, seconded by Douglas G., polled unanimously in favor, so declared by the Chairman.

6. Water Treatment Highlights: Dave B. reported that there is a water main leak in the parking lot of the Methodist Church that will require turning off water to the lower village in order to repair. He stated that there had been fire flow testing done for Lake Sunapee Protective Association for their building on Main Street. Dave B. reported that the Georges Mills wells were not actually recovering as well as he had thought. He stated that he does not think that a water use ban is necessary but that the wells seem to be affected by the drought and are not recharging as they should be. The Commission would propose that a notice be sent out suggesting users in Georges Mills conserve water. Dave B. suggested that maybe the pumps there could be in need of replacement. There was some discussion regarding checking into rebuilding them and perhaps the cost of new ones. Dave B. will investigate the costs for both options. There was some discussion regarding fire flows in Georges Mills and speaking with the Fire Department to alert them to the need to be easy on the wells at the moment.

7. Old & New Business:

2021 Draft Proposed Budgets:

Holly L. presented some changes that Aaron Cartier had suggested after the packets had been mailed, and what she will change in response to these suggestions. There was some discussion regarding how the UV would impact the electricity use at Harbor Hill and what to budget for that.

Dave B. reported that the Blazer will be brought to the White Farm for auction next week.

The next meeting is scheduled for October 29, 2020 and Dave B. questioned if Wayne S. would be interested in filling the empty position on the Commission. Wayne S. would and will be appointed at the next meeting.

7:23 p.m. Douglas G. made a motion to adjourn, seconded by Jimmy W., polled unanimously in the affirmative, so declared by the Chairman.