

**TOWN OF SUNAPEE
WATER & SEWER COMMISSION**

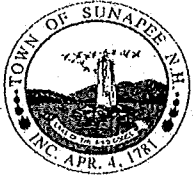
P.O. BOX 347

Sunapee, New Hampshire 03782

Phone: (603) 763-2115 Fax: (603) 763-2271

Board of Commissioners Meeting
September 25, 2025, 5:30 p.m.
Sunapee Town Office Meeting Room

1. Call to order
2. Sunapee/New London Joint Quarterly Meeting
May 29, 2025 Joint Meeting Minutes
Wastewater Treatment Highlights
Merrimack Sludge Receiving Agreement
2026 Draft Proposed Plant Budget
2025-2026 Billing Percentage
3. Forms for approval
September 4, 2025 Meeting Minutes
September 15, 2025 Meeting Minutes
August Sewer Purchase Journal
August Water Purchase Journal
August Water & Sewer Income Statements
4. Water Treatment Highlights
Lower Main St /Rte 11 Crossings Project Update
SUR Construction Application for Payment #3
DWSRF Disbursement Request #2
Fuss & O'Neill Invoices
Cyanobacteria Monitoring
5. Old & New Business
Draft 2026 Budgets and Warrant Articles
Overwatch Cybersecurity Inspections Results
Irving Propane Contract for 9/25 – 8/26
6. Next Monthly Meeting October 30, 2025



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

New London/Sunapee Water & Sewer Commission Joint Quarterly Meeting
May 29, 2025
Sunapee Town Offices Meeting Room

PRESENT: Theodore Gallup-Chairman, Dana Whipple, Charles Hirshberg, Jeffrey Reed, Wayne Stoddard, Douglas Gamsby.

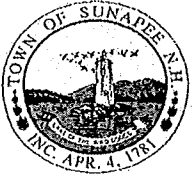
Also present: Holly Leonard, David Bailey. New London Selectmen- Janet Kidder and Richard Anderson, Heidi Anderson.

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

1. January 30, 2025 Joint Meeting Minutes: Douglas G. made a motion to accept the January 30th joint quarterly meeting minutes, seconded by Janet K., Sunapee voted in favor of approving the minutes, New London voted in favor of approving the minutes, so declared by the Chairman.
2. Potential Sewer Line Camera Purchase: Dave B. stated that the purchase price of the camera had been very pricey and that it will probably take a warrant article for next year's vote. Dave B. will gather the information on the camera that was being looked at to purchase and get the information to Sam for him to review in anticipation of each Town presenting a warrant article for the purchase and sharing the camera.
3. Centrifuge Replacement Parts: Dave B. stated that the centrifuge has been running beautifully since the repairs to it were completed. He reported that the cost to purchase and have on hand replacement parts from Germany was around \$300,000 that would be good to have on hand in case of break downs in the future.
4. Possibility of Wastewater Treatment Plant Solar Array: Janet K. questioned where the proposal for installation of the solar array stands. Dave B. stated that the pre-application is in the works and that he is gathering quotes for some items that had come up during the energy audit. There was some discussion regarding the things that need to be done that were suggested in the audit as necessary. Douglas G. stated that another hurdle that has come up regarding the solar array is that there needs to be a zoning ordinance instituted for solar arrays before the project can go forward. There was some discussion regarding the heat pumps that had been recommended and the possibility that the corrosive environment of the chemical room may not allow for one there.
5. Wastewater Treatment Highlights: Dave B reported that the Wastewater Treatment Plant has been running much better than it had been a few months ago when there had been some copper issues. He stated that even after going back as far as possible looking into copper results the problems seemed to increase randomly and he will continue to try and monitor it more closely with New London doing some testing also at Town Line. He explained about the addition of rare earth to help with high phosphorus during the summer months and thinks that this expensive chemical addition may have helped alleviate the copper issues. Dave B. stated that a dumpster load of sludge ready to go to Merrimack may need to wait a week or so before it can be brought there. He explained inflow and infiltration as well as the need for constant maintenance on manholes to control water entering the sewer from storms. There was some discussion regarding positions within the department and who may be attaining a grade three wastewater license in the near future.

Janet K. presented that Ashley Seybold will be the new Town Administrator for New London and that she will be starting in July.

New London Departed at 6:07 p.m.
Submitted by Holly Leonard.



TOWN OF SUNAPEE
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Board of Commissioners Meeting
September 4, 2025
Sunapee Safety Services Meeting Room

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

Also present: David Bailey & Holly Leonard.

The Chairman called the meeting to order at 5:32 p.m.

1. Forms for Approval:

July 31, 2025 Meeting Minutes: Douglas G. made a motion to accept the July 31, 2025 meeting minutes, seconded by Jimmy W., voted unanimously in the affirmative, 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., after some discussion regarding Twin States Paving and Stevens Construction, voted unanimously in favor, so declared by the Chairman.

July Water Purchase Journal: Charles H. made a motion to accept the water purchase journal for July 1st through July 31st, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.

July Water & Sewer Income Statements: Douglas G. moved to accept the water and sewer income statements, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.

2. Water Treatment Highlights:

Dave B. reported that 500 feet of water line was replaced on Garnet Hill Road last month and that it had happened because of numerous leaks in the area, he stated that R & S paving had just been out there and paved in the areas that had to be dug up for the repair. There was some discussion regarding the are and issues with the water lines on Garnet Hill.

Dave B. reported that he thinks the water restrictions in Georges Mills will be lifted soon and he stated that there had been a leak found that was somewhere in the 10,000 to 12,000 gallons a day found over the holiday weekend on a property when a call came in about a leak. He reported that since the leak was shut off the wells have recovered by approximately 5 feet and he is hopeful that they will recover a bit more. There was much discussion regarding the property which has six homes on it but only has 2 curbs serving them all. A letter was prepared to send to the property owner stating that since there have been repeat leaks over many years, new lines must be installed or the water will be shut off to the property. Douglas G. suggested adding the map and lot number to the letter which will be sent tomorrow.

Dave B. reported that the Fire Department has installed another repeater up on Harbor Hill and that he has not received any complaints about it.

Dana W. stated that he had been approached with a question about people on private wells and the water ban, the response was that the ban is only in effect for people on the Public Water System in Georges Mills, but that people should be aware that many wells in the area are going dry and they should use caution.

Lower Main Street Water Main Replacement: Dave B. stated that most of the services on Lower Main Street ae reconnected and that there may be a few curbs that had been too far into the property that will be moved closer to the road and while performing this the actual service line material will be inspected.

He stated that the contractor still has some hydrants to install and that they will need to be hustling along because the pavers are coming on September 10th. He stated that the Route 11 borings will be coming up the end of October and that the crossing at Lake Avenue in Georges Mills will be interesting. He reported that the contractor will trench across the parking / gas pump area in front of the store and then drill across Route 11.

SUR Construction Application for Payment #2: Jeffrey R. moved to approve payment in the amount of \$479,179.44 to SUR Construction West Ind., seconded by Douglas G., voted unanimously in favor, so declared by the Chairman.

ARPA Disbursement Request #2 and DWSRF Disbursement Request #1: Charles H. made a motion to approve the disbursement for the ARPA Grant in the amount of \$29,317.62 and the State Revolving Loan Fund in the amount of \$472,395.73, seconded by Douglas G., voted unanimously in the affirmative, so declared by the Chairman.

Fuss & O'Neill Invoice 0274647: Douglas G. made a motion to approve payment of the Fuss & O'Neill Invoice number 0274647 in the amount of \$22,533.91, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.

There was some discussion regarding Fuss & O'Neill's \$49,200 Proposed Amendment to the Construction Engineering contract due to extension of time. Jeffrey R. made a motion to accept the Fuss & O'Neill amendment for construction oversite, seconded by Wayne S., voted unanimously in the affirmative so declared by the Chairman.

Dave B. reported that Hazen and Sawyer had been to the Harbor Hill Plant collecting information for use in developing a cyanobacteria monitoring plan for Sunapee. There was some discussion regarding if the slow sand filter can remove cyanobacteria or not, as well as different equipment that might work better for alerting to the presence of the toxic bacteria in the raw water.

Dave B. stated that he is working on putting together warrant articles for a van, a generator for a pump station, mission units for the pump stations, a new pump for one pump station and high head pumps for Georges Mills wells.

3. Wastewater Treatment Highlights: Dave B. reported that he had done grease trap inspections last week and that he had been approached about an access road to the old Sunapee Springs Wells and that one of the business owners would be in favor of getting such a road installed. He stated that he is looking to install 9 more mission units at pump stations where there are old alarm systems.

Merrimack Sludge Agreement: There was some discussion regarding the issues with the insurance and the stipulations in the agreement and much discussion regarding sludge hauling and septic receiving. Dave B. stated that he has been in touch with a company that makes a drying unit similar to the one that had been seen in Walpole. Jeffrey R. made a motion to approve having the Town Manager enter into the contract with the City of Merrimack for sludge receiving when all the particular wording is worked out, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.

Dave B. reported that the testing that the State used to do for the Sludge Quality Certification is now being done by Wright-Pierce and that there had been a very high arsenic result from the first quarterly sample that Wright-Pierce submitted which caused a halt to being able to take sludge anywhere until another test came back as acceptable.

Douglas G. questioned what New London is doing over in Georges Mills, Dave B. responded that they are updating electrical and installing new pumps.

Dave B. stated that the centrifuge has been running ok and that the plant is running alright. He stated that Warner has been coming in to take tanker loads of mixed liquor from the plant in hopes of

alleviating some problems that they are experiencing. He reported that they had taken one load last night and that they would be getting three more loads tomorrow and maybe another on Monday if anyone is wondering about the Henniker Septic trucks.

4. Old & New Business:

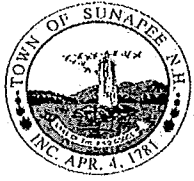
WWTP Solar: Bette N. presented a new financial analysis on the Revision proposal and stated that it still makes sense financially. She stated that we need to process a preapplication with Eversource that will take about a month to review and that she would propose signing into the agreement with Revision to get the permitting started. There was some discussion regarding the fact that if there was no Warrant Article approved for the project the sewer department stands to lose \$10,000 in cost to work on the permit. Holly L. presented that she had received an e-mail from the State certifying that the Clean Water State Revolving Loan Preapplication was accepted and that the next step is to get authority to borrow the funds, then the final application will be due by May 1st so it might be tight getting construction started by July which would qualify the project for more grants. Wayne S. moved to have the authorized Town Individual sign the Revision Letter of Intent to get the permitting started, seconded by Charles H., voted unanimously in favor, so declared by the Chairman.

Overwatch Cybersecurity Grant: Jeffrey R. made a motion to authorize Theodore Gallup as Chairman to sign the Overwatch Foundation Agreement form on behalf of the Commission, seconded by Dana W., voted unanimously in the affirmative, so declared by the Chairman.

Holly L. presented that she and Dave B. would like to be able to hire a person to start training for her position and to help out with office tasks and that they would propose adding a job description of an Administrative Assistant to the list of positions that the Water & Sewer Department have on their organizational chart. Jimmy W. made a motion to approve the hiring of an Administrative Assistant and creating that job for the Water & Sewer Department org chart, seconded by Jeffrey R., voted unanimously in favor, so declared by the Chairman.

The next monthly meeting is scheduled for September 25, 2025.

7:24 p.m. Jeffrey R. made a motion to adjourn, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.



TOWN OF SUNAPEE
WATER & SEWER COMMISSION
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Board of Commissioners Meeting
September 15, 2025
Sunapee Town Office Meeting Room

PRESENT: Theodore Gallup – Chairman, Jeffrey Reed, Dana Whipple, Wayne Stoddard, Charles Hirshberg.
Also present: Holly Leonard.

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

1. Lower Main Street Water Main Replacement:

SUR Construction Change Order #2: After some discussion regarding the items on the change order and how the budget for the project is tracking, Charles H. moved to approve Change Order #2 that will increase the cost of the project by \$56,150, seconded by Jeffrey R., after some discussion regarding what other items may come up resulting in change orders, voted unanimously in favor, so declared by the Chairman.

There was some discussion regarding the paving of Lower Main Street and what will be happening with it next spring.

The next monthly meeting is scheduled for September 25, 2025.

5:38 p.m. Charles H. made a motion to adjourn, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.