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

Board of Commissioners Meeting
October 30, 2025
Town Office Meeting Room

PRESENT: Theodore Gallup – Chairman, Jeffrey Reed, Dana Whipple, Wayne Stoddard, Douglas Gamsby, Jimmy Williams.
Also present: LSPA Representatives: Geoff Lizotte, Elizabeth Spencer, Elizabeth Harper and Mike Thomas. FB Environmental Associates Representative-Evan Ma. David Bailey & Holly Leonard.

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

1. Septic System Vulnerability Assessment for Lake Sunapee: Results & Recommendations
   Evan Ma presented the results of the vulnerability assessment done for Lake Sunapee Protective Association.
   Geoff Lizotte requested support for grant funding to remedy run-off problems at the State Beach. Jeffrey Reed made a motion to authorize the signing of the letter of support on behalf of the Commission, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
2. Forms for Approval:
   September 25, 2025 Meeting Minutes: Douglas G. made a motion to accept the September 25th meeting minutes, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
   October 6, 2025 Meeting Minutes: Douglas G. moved to approve the October 6th meeting minutes, seconded by Jimmy W., voted 1 abstention and 5 in favor, so declared by the Chairman.
   September Sewer Purchase Journal: Douglas G. made a motion to accept the September Sewer Purchase Journal, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
   September Water Purchase Journal: Douglas G. made a motion to accept the water purchase journal, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
   September Water & Sewer Income Statements: Douglas G. made a motion to accept the September water and sewer income statements, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
   2nd Billing Warrants 2025: Holly L. presented that the second billing Water User, Bond, and Hydrant Fee Billing Warrant ended up being $464,120.86 and that the second Sewer User and Bond Fee billing warrant had totaled $466,222.75, Wayne S. moved to approve the billing warrants as presented, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
3. Water Treatment Highlights:
   Dave B. reported that hydrant flushing in Sunapee is being completed tonight and that he had chosen not to flush this round in Georges Mills because of the drought situation in hopes of allowing more recovery of the wells there. He stated that the three lines that were bored under Route 11 in Sunapee had been connected to the existing mains and are up and running. He reported that the Georges Mills borings had many items in the way under the highway and will need more designing before those will happen next summer. There was some discussion regarding the under Route 11 borings.
   SUR Construction Application of Payment #4: Jeffrey R. made a motion to approve the SUR Construction West application for payment #4, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.

DWSRF Loan Disbursement Request #3: Jeffrey R. made a motion to approve the DWSRF disbursement request #3, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.
Fuss & O'Neill Invoice for $22,193.15: Jeffrey R. made a motion to approve the Fuss & O'Neill Invoice for $22,193.15 for payment, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
Dave B. reported that he needs to pay two EJP invoices that are over his limit to approve payment of. One in the amount of $5,059.11 for manhole supplies and one for parts to connect the borings to the mains that had resulted in an EJP invoice for supplies in the amount of $11,249.63. Jeffrey R. made a motion to authorize payment of the EJP invoices with the one for $11,249.63 being paid for from Capital Improvement Capital Reserve funds, seconded by Jimmy W. voted unanimously in the affirmative, so declared by the Chairman.
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.

4. <u>Wastewater Treatment Highlights:</u> Dave B. reported the flows at the treatment plant are way down and that it is running very well despite the fact that they had run out of polymer briefly and as such could not accept septage for a bit until more was delivered. There was some discussion regarding septic receiving. Dave B. stated that he is still waiting for a quote from GEA for the centrifuge part and that Toxicity testing had been done.
5. <u>Old & New Business:</u>
Dave B. reported that he is losing another employee and that they are going to work for New London. He reported that he had received 9-9 applicants for the laborer position and that he has chosen two of them to hopefully hire. There was some discussion regarding the pay scale and the wage study done last year.
<u>Draft 2026 Budgets and Proposed Warrant Articles:</u> There was some discussion regarding the proposed warrant articles for the Solar Installation, a new van purchase and Sewer Pump Station Upgrades. Holly L. presented that the budgets are unchanged from what had been seen and discussed at the last several meetings. There was some discussion regarding the lack of employees in positions and how that has resulted in the spent portion of the budget looking under spent and how this also trickles down into the other line items as many things did not get done without help to do the work.
Jeffrey R. made a motion to accept the budget and warrant articles as discussed for presenting to the Budget Committee and Selectboard next week, seconded by Douglas G., voted unanimously in the affirmative, so declared by the Chairman.
<u>Plant Replacement Fund Transfer:</u> Holly L. stated that she had cut a check for the $35,975 to transfer funds out of the general fund and into the plant replacement fund as shown on the budget. Wayne S. moved to approve the transfer amount, seconded by Douglas G., voted unanimously in favor, so declared by the Chairman.

The next monthly meeting is scheduled for November 18, 2025.

7:10 p.m. Douglas G. made a motion to adjourn, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.