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
December 9, 2025, 5:30 p.m.
Sunapee Town Office Meeting Room

1. Call to order

2. New London/Sunapee Joint Quarterly Meeting
   September 25, 2025 Joint Meeting Minutes
   Proposed Wastewater Treatment Plant Solar Array

3. Forms for approval
   November 18, 2025 Meeting Minutes
   November 1 – December 4 Sewer Purchase Journal
   November 1 – December 4 Water Purchase Journal
   Abatement Requests
   Billing Error Adjustments to Water Warrant

4. Water Treatment Highlights
   Fuss & O'Neill Invoice

5. Wastewater Treatment Highlights

6. Old & New Business
   Solar Warrant Article Changes

7. Next Monthly Meeting December 18, 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
September 25, 2025
Sunapee Town Offices Meeting Room

PRESENT: Theodore Gallup-Chairman, Charles Hirshberg, Jimmy Williams, Jeffrey Reed, Wayne Stoddard, Douglas Gamsby.
Also present: Holly Leonard, David Bailey. New London Selectmen- Janet Kidder and Bebe Hammond Casey, New London Town Administrator-Ashley Seybold.

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

1. May 29, 2025 Joint Meeting Minutes: Douglas G. made a motion to accept the May 29th 2025 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. Wastewater Treatment Highlights: Dave B reported that the plant flows have been down a lot with the dry weather and that without the dilution the phosphorus levels have been higher and there has been more need to use the Rare Earth for phosphorus control. He stated that the sludge agreement with Merrimack has been executed and will be in effect for five years. Dave B. reported that the plant is running nicely and that sludge sampling now has to be done quarterly instead of yearly, this will result in higher costs for testing in order to comply with this regulation from the Discharge Permit. Dave B stated that the ordering of a centrifuge bowl to have on hand in case of another breakdown needs to be discussed along with how to fund the purchase of approximately $400,000 and that it will take around six months to receive once ordered. He also would like to discuss the purchase of the camera that had been discussed in the past. Dave B. stated that Brian has taken and passed the Grade III Wastewater Operator exam and that now the plant is in compliance with the need to have a back-up operator with a Grade III license. There was some discussion regarding staffing and licensing certifications. Janet K. questioned if the centrifuge bowl purchase was to have something available if there is a breakdown? Theodore G. stated that if the part was on hand the sludge drying operation would only be down for a day or two while the part was installed instead of the centrifuge being out of commission for the entire time that it would take to order and receive the part. There was some discussion regarding all the extra costs incurred during the centrifuge breakdown last year and the large disruption to the plant processes that were caused by the change in procedures needed to haul liquid sludge as opposed to partially dried.

3. Draft Proposed 2026 Plant Budget: Bebe H. questioned what the balance in the reserve account for such purchases was and Holly L. stated that there is around $600,000 in the Plant Replacement Account. Bebe H. suggested allowing the purchase and have the funds come from the Replacement Account, she would also propose increasing the amount budgeted to go into the Replacement Account for next year and going forward. There was some discussion regarding what happened when the centrifuge broke down last year and the different funds held by the Sunapee Sewer Department. Bebe H. questioned what would be a safe balance to keep in the Replacement Account? There was some discussion regarding the account and what things might need replacing. The expenditure would leave about $200,000 in the account and if the budgeted amount to go into the account were to be increased to $50,000 per year that it should replenish the account in a couple of years. After some discussion regarding the possibility of tariffs affecting the purchase price. Janet K. moved to approve the expenditure from the Plant Replacement Fund of up to $400,000 for

purchasing the centrifuge bowl, seconded by Douglas G., New London voted in the affirmative and Sunapee voted in the affirmative.
Janet K. stated that she had spoken with Sam regarding the possibility of going in on a camera purchase with Sunapee and that Sam had not seemed interested in contributing to the purchase.
Dave B. interjected that Charles H. had talked about the possibility of buying another drying unit and that had been talked about in the past. Dave has found one that comes from the Netherlands and the 1st US installation is supposed to be in Ohio in January 2026 at a smaller plant for 1.8 million dollars. He suspects that one for our installation would probably be around 2 million and this may help with PFOA removal from the sludge in the future and it will dry the sludge much more and reduce the amount of it produced. There was some discussion regarding the sludge and PFOA testing and reduction.
Proposed Budget: After some discussion regarding the budget amount for the deposit into the Replacement Account and which funds are used for what and how they are allowed to be expended. It was decided to increase the budgeted Plant Replacement Fund deposit from $35,975 to $50,000 for 2026. Bebe H. questioned the increases in certain line items and the default budget being operated under for the year of 2025 and how SB2 Town votes work with regards to Water and Sewer and what had happened at March's vote. Bebe H. stated that overall the increase of 5.6% is very frugal in the scope of the increase for 2 full years. New London questioned how Sunapee feels about SB2 because New London is considering becoming an SB2 town. There was some discussion regarding how some of the Commissioners feel about being SB2 and how it works.
There was some discussion regarding help and that Sunapee has two unfilled positions, Bebe H. stated that maybe going to the schools would be a good way to interest potential workforce. Dave B. reported that he does do tours with classes from Colby Sawyer and that he does try to plug the profession to them. There was some discussion regarding the wage study and rates for Water & Sewer Operators.

4. <u>New London/Sunapee billing percentage for 2025-2026:</u> After some discussion about the flows for the spring months being high, Janet K. made a motion to approve the 58.43 billing percentage for New London for September 2025 through August 2026, seconded by Jimmy W., New London voted in favor, Sunapee voted in favor.

5. Mt. Sunapee: Charles H. stated that Mount Sunapee is currently looking at three alternatives to remedy their sewer treatment problems and that one of them is to use Sunapee's Wastewater Treatment Plant. He stated that he wanted the Commission and New London Selectboard to be aware of what is being looked into. There was some discussion regarding the proposal and the capacity of the plant along with how long the whole process of evaluating, planning and constructing the chosen route will take.

New London Departed at 6:18 p.m.
Submitted by Holly Leonard.

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Board of Commissioners Meeting
November 18, 2025
Town Office Meeting Room

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

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

1. Forms for Approval:
October 30, 2025 Meeting Minutes: Jeffrey R. made a motion to accept the minutes of the October 30, 2025 meeting, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
October Sewer Purchase Journal: Charles H. made a motion to accept the Sewer Purchase Journal for the month of October, seconded by Wayne S., voted unanimously in favor, so declared by the Chairman.
October Water Purchase Journal: Jimmy W. made a motion to accept the October water purchase journal, seconded by Charles H., voted unanimously in the affirmative, so declared by the Chairman.
October Water & Sewer Income Statements: Charles H. made a motion to accept the October water and sewer income statements, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
Abatement Requests:
78 Oak Ridge Road: Jeffrey R. made a motion to accept the request for abatement for the Greer Trust for 78 Oak Ridge Road, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
41 Garnet Street: Charles H. made a motion to accept the Schwarzkopf Revocable Trust for 41 Garnet Street request for abatement, seconded by Jeffrey R., voted unanimously in favor, so declared by the Chairman.
17 & 21 Cooper Street: Charles H. made amotion to accept the abatement request from Goodhue Sunapee Property for 17 and 21 Cooper Street, seconded by Jimmy W., voted unanimously in favor, so declared by the Chairman.
37 Prospect Hill Road: Jeffrey R. made a motion to accept the abatement request for 37 Prospect Hill Road in Georges Mills, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
1279 Route 11: Jeffrey R. made a motion to accept the Gardner request for abatement for 1279 Route 11 in Georges Mills, seconded by Dana W., voted unanimously in favor, so declared by the Chairman.
Billing Error Adjustments: Holly L. read through the list of billing errors and corrections and explained what had happened that caused these errors. Jeffrey R. made a motion to accept the correction of water billing errors in the amount of $21,622.54, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
2. Water Treatment Highlights:
Dave B. reported that the wells in Georges Mills are doing much better and have been recovering nicely. He stated that the water had been shut off to all of Georges Mills for a contractor to make a new connection and that this had gone well. Dave B. reported that he had noticed that the insulation on the

water pipe under the bridge in the harbor has come off and he has ordered more insulation and will be reinsulating the pipe when he receives the order for insulation. Dave B. stated that the service line leak on Alpine Court has been fixed and that the customer there that had multiple leaks over the years has had the whole line replaced now.

3. Wastewater Treatment Highlights: Dave B. reported that the Wastewater Treatment Plant is running very nicely and that Brian keeps things going quite well down there. He stated that toxicity samples went out last month and that they came back looking very good. He reported that the vactor will be put to use coming up to clean wet wells and the siphon chamber. Dave B. reported that there had been an issue at the Blue Canoe with a broken sewer pipe. He stated that he will be getting together with a representative of the Riverway to see what is going on with the grease trap at that location because grease should not have gotten into that sewer pipe it should be caught at the grease trap and disposed of correctly. The grease that was floating on the water in the harbor area there had caused the Fire Department to think that there was an oil leak from a boat and that finally the sewer pipe had been identified as what was causing the sheen on the water. Dave B. also reported that a homeowner in Fernwood had an issue when their pump station failed and something happened with the piping that allowed sewer to backflow into the home and then down to the lake. After some discussion regarding what might have happened, Dave B. stated that there are different curb stops types of curb stops which are newer and have a check valve right there and that Perkins Pond project has specified these for use and that they might avoid the possibility of such an occurrence elsewhere if installed. There was some discussion regarding failures of pump stations and what might be able to be done to help encourage homeowners to maintain and service their personal sewer infrastructure to help avoid the possibility of such a problem. Charles H. stated that LSPA wants to put together a mailing with suggestions for homeowners on maintaining their pumps. There was some discussion about where such a notice should come from and that it should be mailed to all sewer customers not just to specific ones.
   Dave B. reported that he had received a quote for the new bowl for the centrifuge and that it was in the amount of $313,607 which includes a $26,000 tariff cost. He also received a quote to have the part installed and he wants to do this when the part arrives in order to take advantage of the 1 year warranty for the part the quote for the install came to $9,900. Charles H. questioned how much down-time would be experienced, Dave B. replied that it could most likely be swapped out in about a day. Wayne S. questioned what type of deterioration there may be on the part being taken out, Dave B. does not think the old one has seen very much wear yet.
4. Old & New Business:
   Dave B. reported that he has hired a part-time laborer that had come to the plant with a Colby Sawyer tour and that he seems to be a good fit for the department and may be able to work some in the office as well to help out there. He reported that he is still conducting interviews in hopes of hiring someone full-time and that there had been a health issue with one of the operators.
   Solar Article: Dave B. reported that there had been a solar meeting today and that the proposed warrant article will be presented to the Selectmen at their December 1st meeting.
   Superintendent Review: Theodore G. tasked the Commission with completing the review and returning it to the office for complication of results by December 5th.

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

6:24 p.m. Charles H. made a motion to adjourn, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.