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

Board of Commissioners Meeting
February 26, 2026
Town Office Meeting Room

PRESENT: Theodore Gallup – Chairman, Jimmy Williams, Dana Whipple, Douglas Gamsby and Jeffrey Reed. Also present: John White – Sunapee Middle High School Facilities Director, Geoff Lizotte-LSPA Watershed Director, David Bailey & Holly Leonard.

The Chairman called the meeting to order at 5:35 p.m.

1. School Soccer Field Irrigation Billing:
John W. was invited to join the Commission table. He presented that he had met with Dave B. and presented the bill amount from the latest billing and stated that he had researched back some years and did not feel that the billing amount was justified. Theodore G. suggested that when this type of issue arises usually a neutral 3rd party will be hired to establish if the meter is reading correctly or not. There was some discussion regarding the snow cover and the meter not being able to be accessed until the weather warms up and the snow melts. There was discussion regarding what had occurred in the past at the school fields and that the proposal that John W. set forth to adjust the bill would have to wait until the meter can be checked on. Theodore G. stated that the Commission should not hurry into setting a precedent of forgiving one customer for large overage amounts of water used, and that if it turns out that the meter was incorrect then the bill would be adjusted and abated. The consensus of the Commission was to wait until the meter calibration can be checked. In the meantime, the school will discuss if payment will be made on the bill or not. Dave B. suggested that the School may want to invest in a remote reader to keep an eye on irrigation water use as it happens instead of finding out after 6 months that the use was extremely high.

2. LSPA Sewer Maintenance Flyer and Cyanobacteria Monitoring: Geoff L. stated that in light of the two sewer spills that had occurred this past fall, LSPA has drafted a flyer to include with the next billings that may educate homeowners about maintaining their sewer systems in hopes of preventing some of these sewer pollution disasters from occurring. There was some discussion regarding the pressure systems versus the gravity systems in town, and that a few homeowners have the pressure system shut off during the winter months to avoid problems when no one is around and the alarms are not noticed. The flyer that was passed around to the Commissioners will include a QR code to a website with more information on sewers for people to further educate themselves about their personally owned sewer infrastructure and hopefully it encourages regular maintenance and inspections be performed.
Geoff L. presented that since the meeting which DES representative Pierce Rigrod attended, LSPA has been working to get a grant to increase monitoring on the water coming into River Road prior to treatment at the Slow Sand Filter Plant. He reported that DES has increased the grant amount and that it may be enough to cover the purchase and installation of an In-situ reader that sends reading out cellularly instead of needing a phone line. He stated that LSPA will write the grant and find out how long the readings would be done for under it. Theodore G. mentioned that he would also promote testing for salt and making sure that the use of it around the lake is not encouraging the growth of cyanobacteria. There was some discussion regarding salt runoff from roads within the watershed. Geoff L. stated that there is also perhaps going to be some funding available to upgrade the state launch site

and that the letter of support that the Commission had sent will be utilized to secure some of it for the proposed project.

3. Forms for Approval:
January 29, 2026 Meeting Minutes: Jimmy W. made a motion to accept the meeting minutes of January 29th, seconded by Jeffrey R, voted unanimously in the affirmative, so declared by the Chairman.
January 23rd ,2026 – February 19th, 2026 Sewer Purchase Journal: Douglas G. made a motion to accept the January 23 – February 19 Sewer Purchase Journal, seconded by Jimmy W., after some discussion regarding Revision Energy, voted unanimously in favor, so declared by the Chairman.
January 23rd ,2026 – February 19th, 2026 Water Purchase Journal: Jimmy W. made a motion to accept the water purchase journal for January 23 – February 19, seconded by Douglas G., after some discussion regarding Fuss & O'Neill, voted unanimously in the affirmative, so declared by the Chairman.
January 2026 Water & Sewer Income Statements: Douglas G. made a motion to accept the Sewer and Water income statements, seconded by Jimmy W., after some discussion regarding the lack of a budget showing for the year of 2026 on the reports yet, voted unanimously in favor, so declared by the Chairman.
First additional Sewer Billing Warrant for 2026: After some discussion regarding what had been found out about the property, Jeffrey R. made a motion to approve the rent collectors warrant for Harbor Hill Realty Trust in the amount of $608 dollars, second by Jimmy W., voted unanimously in favor, so declared by the Chairman.

4. Water Treatment Highlights:
Dave B. reported that there had been several homeowners with frozen pipe water issues in Georges Mills and that during the week that these were found the flows went from 60,000 gallons a day to 34,000 gallons a day in Georges Mills. He stated that there had been an issue at 78 Jobs Creek Road with water leaking around the hydrant and that they had to shut it off using a nearby gate valve and that had stopped the water flowing but it left the hydrant inoperable. Dave B. reported that that filtration plant has been running great and that some new cybersecurity equipment is being installed there.

5. Wastewater Treatment Highlights: Dave B. reported that there are still some freezing issues going on at the Wastewater Plant and that they have been experimenting with a different type of polymer during the colder weather in hopes of getting better results with the dewatering. He stated that high copper is showing up as an issue this month and reported that a sample at Town Line result had come in at 66 mg/l and that the limit is 18. Dave B. stated that a result from a test done on the effluent had come back as a 23 and that they are doing more testing in hopes of getting the average for the month down before it ends.
Centrifuge: Dave B. stated that there had been some discussion regarding the bearing on the centrifuge at the last meeting and that he has received a quote to replace it of $14,700. After some discussion regarding a seal it may also need, Jimmy W. made a motion to put up to $20,000 into the replacement of the bearing on the centrifuge, seconded by Dana W., voted unanimously in the affirmative, so declared by the Chairman.
Dave B. reported that there have been some issues at Pump Station #1 and that he is hopeful that the Pump Station Warrant Article funds can be used to replace one pump there, the generator at Pump Station #3 and the Transfer switch at Pump Station #4.

6. Old & New Business:
   There was some discussion regarding the e-mail sent to the Selectboard about the Solar Warrant Article.
   Auditor Questionnaire: The Commissioners answered the questions on the 2025 Audit Questionnaire. Jeffrey R. made a motion to have Theodore G. sign the questionnaire on behalf of the Commission, seconded by Jimmy W., voted unanimously in the affirmative, so declared by the Chairman.
   2024 Audit Findings: Holly L. presented that there had been a couple of Journal Entries that the Auditor's had given her to end the year 2024 that she had made but since has taken issue with. She reported that she will be requesting that the Town provide backup for the amounts that are supposedly owed to them from the year 2024 and that it will show up in the Town Report with negative comments from the auditors.
   Emergency Plan Updates: Holly L. requested that the Commissioners make sure that they understand everything in the updated emergency plans and are ready to sign off on them at the March meeting. She also stated that next week she and Dave B. will be working with a representative from Primex on a department Cybersecurity Incident Response Plan that goes along with the emergency plans and that the Water Emergency Plans which need to be submitted to DES by the end of March.
   Dave B. stated that he will not be at the March meeting.

The next monthly meeting is scheduled for March 26, 2026.

7:33 p.m. Jeffrey R. made a motion to adjourn, seconded by Dana W., voted unanimously in the affirmative, so declared by the Chairman.