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
April 30, 2026, 5:30 p.m.
Sunapee Town Office Meeting Room

1. Call to order

2. New London/Sunapee Joint Quarterly Meeting
   December 9, 2026 Meeting Minutes
   Wastewater Treatment Highlights
   Solar Array Progress

3. Forms for approval
   March 26, 2026 Meeting Minutes
   April 1, 2026 Meeting Minutes
   March 20 – April 23 Sewer Purchase Journal
   March 20 – April 23 Water Purchase Journal
   March 2026 Sewer & Water Income Statements
   First 2026 Billing Warrants

4. Water Treatment Highlights
   2025 Consumer Confidence Reports

5. Old & New Business
   54 Harbor Hill Road correspondence

6. Next Monthly Meeting May 28, 2026

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
December 9, 2025
Sunapee Town Offices Meeting Room

PRESENT: Theodore Gallup-Chairman, Dana Whipple, Jimmy Williams, Wayne Stoddard, Douglas Gamsby. Also present: Holly Leonard, David Bailey. New London Selectmen- Janet Kidder, Bebe Hammond Casey and Rich Anderson, New London Town Administrator-Ashley Seybold, Bette Nowak.

The Chairman called the meeting to order at 5:34 p.m.:

1. September 25, 2025 Joint Meeting Minutes: Janet K. moved to approve the meeting minutes, seconded by Jimmy W., 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 Plant Proposed Solar Array: Dave B stated that Sunapee has been trying to put forth a warrant article to get the installation of a solar array started. He introduced that Bette N. has some updated numbers that have been received with regards to this project. Bette N. reported that the energy ad hoc committee has received increased numbers from Revision, the company that was chosen for the project, and that they had gone with a top range number from them and that it is still unclear as to what costs may be from Eversource for tying into the grid but a reasonable estimate would be $30,000. She stated that there would also be $43,000 in costs for Treatment Plant Energy Upgrades and that the total amount needed would be $1,283,000. Bebe H. questioned who would have to pay the bond back and there was some discussion regarding funding and how the project could be presented to the voters of both towns. Dave B. stated that it will be only the sewer users will be paying for the bond, there was some discussion regarding how payments would be collected from New London. There was some discussion regarding how Sunapee votes on Water and Sewer warrant articles work with the requirement of needing a vote of the entire town. Bebe H. stated that she feels that the solar array will be a win-win situation for both towns and she sees it being hard to get the article to pass in Sunapee. Rich H. questioned if the solar array would fund 100% of the plant energy requirements. Bette N. explained how this would work and how the amounts of possible bond payments estimated had been arrived at. Bebe H. stated that the solar power in New London has saved much money and is now making money by utilizing their multiple solar arrays. Dana W. questioned the length of time for pay back on the construction, Bette N. replied that the pay-back period could be in as little as ten years if all of the energy credits and incentives are available and realized. Dana W. questioned the life expectancy of the solar arrays; Bette N. replied that the warranty period on them is 25 years and that it is very likely that the life expectancy will turn out to be 45 years. There was some discussion about if there is a need for New London to vote on anything to do with this at this time. Ashley S. questioned if the whole Town of Sunapee would benefit from this installation, there was some discussion regarding the schools and other municipal buildings that utilize Town Sewer in both Towns. There was some discussion regarding how New London would pay for some of the solar array construction. It was decided to check with legal counsel and confirm if the arrangement for payment of operation and maintenance costs in a set percentage could be utilized through the regular billing. Holly L. will see if Sunapee Legal Counsel will give an opinion on this. New London's Selectboard members polled unanimously in favor of helping to fund the solar program for the Wastewater Plant at their billing percentage rate.

New London Departed at 6:03 p.m.
Submitted by Holly Leonard.

TOWN OF SUNAPEE
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P.O. Box 347, Sunapee, New Hampshire 03782-0347
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Board of Commissioners Meeting
March 26, 2026
Town Office Meeting Room

PRESENT: Theodore Gallup – Chairman, Dana Whipple, Douglas Gamsby, David Bjorkland, Jeffrey Reed, Wayne Stoddard, Charles Hirshberg.
Also present: Bette Nowack, John Fellows & Holly Leonard.

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

1. Solar Array:
Holly L. presented that Revision had sent over a contract for signing and that Dennis Greene of NH DES had wanted a few more items addressed in the document and that DES needs to approve the signing of the agreement before it is entered into. Bette N. explained what some of the items that she would have Revision update would be and wording that Revision would need to incorporate before DES would be amenable to approving the Town entering into the agreement with Revision. She stated that both incentives that are offered have a tight schedule to adhere to in order for the Town to qualify for them. Holly L. proposed that there be a revised contract drawn up and sent to Dennis G. at DES to approve and would also have Commission legal counsel weigh in on the contract prior to signing. Bette N. noted that there is also a DES environmental review process and there was some discussion regarding how long that would take. Charles H. made a motion to accept having the Town Manager sign the contract based upon NH DES and Commission Counsel approval, seconded by Douglas G., voted unanimously in favor of the motion, so declared by the Chairman. Charles H. stated that he would like to see something in the contract about ledge clarified as there is sure to be some in the proposed location. There was some discussion regarding contingencies and how much that amount may cover and if bonding would be necessary.
David Bjorkland presented who he was and there were introductions around the table.
2. Forms For Approval:
February 26, 2026 Meeting Minutes: Dana W. made a motion to accept the February 26, 2026 meeting minutes, seconded by Charles H., voted 3 abstained, the majority in favor, so declared by the Chairman.
February 20th ,2026 – March 19th, 2026 Sewer Purchase Journal: Douglas G. made a motion to accept the February 20 Sewer Purchase Journal, seconded by Charles H., after some discussion voted unanimously in favor, so declared by the Chairman.
February 20th ,2026 – March 19th, 2026 Water Purchase Journal: Douglas G. made a motion to accept the water purchase journal for February, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Chairman.
February 2026 Water & Sewer Income Statements: Douglas G. made a motion to accept the Sewer and Water income statements, seconded by Dana W., voted unanimously in favor, so declared by the Chairman.
Emergency Plan Updates: Holly L. presented a few changes that had been made to the contact information of all of the newly updated Emergency Plans and stated that a Cyber Incident Response Plan has been created for the Commission to approve along with the Water, Wastewater and Collection system plans. She passed around three copies and stated that this plan is exempt from Right to Know laws, RSA 91-A:5 (XI). She will collect the three copies to have in locked locations after the Commission approves adoption of it. Douglas G. made a motion to approve the updated Sunapee

Wastewater Plant, Collection System, Georges Mills Water, and Sunapee Water Emergency Plans as well as the Sunapee Water & Sewer Cyber Security Incident Response Plan as presented, second by Wayne S., voted unanimously in favor, so declared by the Chairman.

3. Water Treatment Highlights:
John F. reported that the new employees are reading meters currently. He stated that a check valve at River Road had failed and that a new one has been ordered for the repair of it. He reported that the wells in Georges Mills are doing good and that hydrants will be flushed in Georges Mills as well as in Sunapee in April. John F. stated that there will be borings going on for Lake Avenue road upgrades early next week and that he hopes there will not be any issues caused by them as there are many old and new water and sewer lines under that road.
Douglas G. questioned how many meters in Town have been replaced with new ones, John F. replied that about 430 of the meters in town have been updated and that this has been ongoing since 2012.
Theodore G. mentioned that there is an issue with a basement floor drain on Lower Main Street where the pipe from the basement into the river may have been impacted by the new water main installation. He stated that the Department had jetted the line for the homeowner once and that it was clogged again. There was some discussion regarding the issue, what type of pipe it was and the fact that it exits directly into the river across the street from the home. There was some discussion regarding the legality of the pipe. Theodore G. stated that the homeowner will need to be in touch with SUR Construction West as they are the contractor for the watermain replacement and it would be their insurance company that would deal with the issue. Holly L. stated that the Commission should be expecting a letter from the homeowner there and that she would let them know what the Commission had suggested should happen in this situation.
4. Wastewater Treatment Highlights: John F. reported that there had been icing issues over the winter at the Wastewater Plant and that all seems to be running better now. He stated that they had run the centrifuge and that it has been running hotter than it should but that they are keeping a close eye on it. John F. presented that there is a quote for a Gorman Rupp pump for Pump Station #1 and for a check valve that they would be installing there, the pump was quoted at $9,583.58 and the check valve was for $1,780.80. Getting these two items on order will start the Pump Station Upgrades that had been approved on the 2026 Town warrant. Douglas G. made a motion to accept the purchase and payment of $9,583.58 for the pump and $1,780.80 for the check valve, seconded by Jeffrey R., voted unanimously in the affirmative, so declared by the Chairman.
5. Old & New Business:
LSPA Sewer Pump Flyers: Holly L. stated that Geoff L. of LSPA had questioned if the Commission would like to include their logo/letterhead on the flyers. The consensus of the Commission was that they will be fine with the flyer having only LSPA's logo/letterhead on it. There was some discussion regarding the ownership of the pipes and appurtenances that are on and going to private properties.
Overwatch Grant Status: Holly L. reported that there should be some movement finally with the cybersecurity measures that are proposed as the State has approved moving forward.
Election of Officers: Jeffrey R. nominated Theodore G. as Chairman for another term, seconded by Dana W., voted unanimously in favor.
Wayne S. nominated Jeffrey R. for Vice-Chairman, seconded by Charles H., voted unanimously in the affirmative.

The next monthly meeting is scheduled for April 30, 2026.

6:32 p.m. Jeffrey R. made a motion to adjourn, seconded by Dana W., voted unanimously in the affirmative, so declared by the Chairman.

TOWN OF SUNAPEE
WATER & SEWER COMMISSION
P.O. Box 347, Sunapee, New Hampshire 03782-0347
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Board of Commissioners Meeting
April 1, 2026
Town Office Meeting Room

PRESENT: Theodore Gallup – Chairman, Dana Whipple, Douglas Gamsby, David Bjorkland, Jeffrey Reed, Wayne Stoddard, Charles Hirshberg.
Also present: Bette Nowack, David Bailey & Holly Leonard.

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

1. Department Update: Dave B. gave the Commission a couple of updates to things going on since his return from vacation. He reported that there is now a sink hole in front of the house with the floor drain issue on Lower Main Street that arose after a company tried to jet the line. He stated that SUR Construction West will be there Friday morning to do something about it.
   Dave B. stated that there had been an issue with the toilet at the Wastewater Treatment Plant this morning and he let the Commission know what had been found to be the cause of the issue as well as what had happened to fix the problem.

2. Solar Array Project:
   Eversource Interconnection Agreement:
   Holly L. passed copies of the agreement to Commissioners that did not receive a copy of it e-mailed to them. Bette N. stated that this contract keeps Sunapee in line to receive the capacity on the grid for the project. Bette N. reported that if the project doesn't ever go anywhere this agreement would not be important but if it does then all of the important stipulations are already agreed to and ready for actual electric generation at the facility. Charles H. questioned if the interconnection fee comes from the Town or from Revision, and Bette N. responded that it would be taken out of the $12,000 that goes to Revision for the deposit on the contract that was approved at Thursday evening's meeting. After some discussion regarding the agreement and specific important dates that need to be noted for the future, Jeffrey R. made a motion to accept the Eversource Interconnection Agreement and authorize the Town Manager to sign it on behalf of the Commission, seconded by David B., after some discussion regarding dates and deadlines, voted unanimously in the affirmative, so declared by the Chairman.
   There was some discussion about ensuring that everything is on track with the project deadlines, what type of bonding may be required and that there is a deposit of $12,000 due to Revision along with the contract that was approved at the meeting on March 26th. Charles H. made a motion to authorize the expenditure of the $12,000 for the Revision Contract deposit, seconded by David B., voted unanimously in favor, so declared by the Chairman.

The next monthly meeting is scheduled for April 30, 2026.

5:53 p.m. Douglas G. made a motion to adjourn, seconded by Jeffrey R., voted unanimously in the affirmative, so declared by the Chairman.