



**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
May 28, 2026, 5:30 p.m.
Sunapee Town Office Meeting Room

1. Call to order
2. Forms for approval
 - April 30, 2026 Meeting Minutes
 - May 1 – May 22 Sewer Purchase Journal
 - May 23 – May 28 Sewer Purchase Journal
 - May 1 – May 22 Water Purchase Journal
 - May 23 – May 28 Sewer Purchase Journal
 - April 2026 Sewer & Water Income Statements
 - Abatement & Billing Adjustment Requests
3. Wastewater Treatment Highlights
4. Water Treatment Highlights
 - Emergency Plan Revisions
5. Old & New Business
 - Solar Array
 - Manhole RFP Results
 - Cybersecurity equipment implementation
6. Next Monthly Meeting June 25, 2026



**TOWN OF SUNAPEE
WATER & SEWER COMMISSION**

P.O. Box 347, Sunapee, New Hampshire 03782-0347
(603) 763-2115

**Board of Commissioners Meeting
April 30, 2026
Town Office Meeting Room**

PRESENT: Jeffrey Reed – Vice Chairman, Dana Whipple, Douglas Gamsby, Wayne Stoddard, Charles Hirshberg.

Also present: Ashley Seybold, Janet Kidder, David Bailey & Holly Leonard.

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

1. New London/Sunapee Joint Quarterly Meeting: New London did not have a quorum, approval of December Joint Meeting Minutes was tabled until a quorum of both boards is in attendance.
2. Wastewater Treatment Highlights: Dave B. stated that the price of polymer is going up quite a lot. He stated that the plant has been running pretty well and that there had been some high flows at the end of March which had caused some issues for April 1st with a violation for e-coli. He reported that this week there has been a problem with one of the clarifiers where it stopped working due to a broken shear pin. He stated that the plan is to get it back online tomorrow. Dave B. reported that, as it works out, there will be a load of sludge that needs to be hauled to Merrimack in two weeks when he happens to be going away. He presented that perhaps Bryce T. from New London could drive the sludge down to Merrimack as Dave B. is currently the only employee with a CDL in the Sunapee Water & Sewer Department. Dave B. presented that there has been an issue with copper in the effluent and that the copper coming across the Town Line was very high in February and March this year and that there have been violations of the limit leaving the plant during those months. He stated that the limit on copper leaving the Wastewater Plant is 18.2 Ug/l and that the last test done at Town Line in April was a 50, in February the result was a 66 and in March there was a 44 and a 35. There was some discussion regarding the copper and where it comes from in the wastewater, as well as where it is sampled from for New London. Dave B. stated that PFOS's are another issue that needs close monitoring and that the car wash in New London is going to need to be sampled individually in order to satisfy the state. There was much discussion regarding the cold months of the year and why copper is higher in the wastewater during the colder weather.
Dave B. stated that there is a customer in town that has a system that includes a large septic tank which is tied into the sewer. He explained why this is an issue and that it is against Sunapee's ordinances and that Sunapee does not allow this type or size of tank to be installed or used with the Town Sewer System.
Janet K. questioned the Sunapee Emergency and Cybersecurity Response plans, and if New London should have copies. Holly L. replied that the Cybersecurity plan should not be shared and that it is not subject to The Right to Know laws. She will send over copies of the Collection System Emergency Plan and the Wastewater Treatment Plant Emergency Plan for New London to have on file.
3. Wastewater Plant Solar Array: Holly L. reported that the Environmental Review and CWSRF Loan Application have been submitted and that the Revision Contract was gone over by Town Counsel and Insurance. She stated that it is ready to be sent to the State for their approval of Sunapee awarding the contract to Revision. Dave B. stated that he had received some quotes for heat pumps to be installed at

the Wastewater Plant as had been advised in the Energy Audit, but he does not know what to do with these as they are tied into the Solar Array project. There was some discussion regarding heat pumps. New London representatives departed the meeting at 6:20 p.m.

4. Forms For Approval:

March 26, 2026 Meeting Minutes: Douglas G. made a motion to accept the March 26, 2026 meeting minutes, seconded by Dana W., voted unanimously in favor, so declared by the Vice-Chairman.

April 1, 2026 Meeting Minutes: Douglas G. made a motion to accept the April 1, 2026 Commission Meeting Minutes, seconded by Wayne S., voted unanimously in favor, so declared by the Vice-Chairman.

March 20th, 2026 – April 23rd, 2026 Sewer Purchase Journal: Douglas G. made a motion to accept the March 20 through April 23 Sewer Purchase Journal, seconded by Charles H., after some discussion regarding the Town underbilling from 2024, voted unanimously in the affirmative, so declared by the Vice-Chairman.

April 24th – April 30th Sewer Purchase Journal: Holly L. presented that the previous week's purchase journal had totaled \$98,220.70 and read the individual amounts paid to the Town for Bond Payments, Irving Oil, and Unifirst. Wayne S. made a motion to approve the payments, seconded by Douglas G., after reviewing the journal, voted unanimously in favor, so declared by the Vice-Chairman.

March 20th, 2026 – April 23rd, 2026 Water Purchase Journal: Douglas G. made a motion to accept the March through April water purchase journal, seconded by Dana W., voted unanimously in the affirmative, so declared by the Vice-Chairman.

April 24^h – April 30th Water Purchase Journal: Holly L. read off the individual payments that had been made to equal the total Purchase Journal of \$42,559.87. Douglas G. made a motion to accept the water purchase journal for April 24th – April 30, seconded by Wayne S., voted unanimously in the affirmative, so declared by the Vice-Chairman.

March 2026 Water & Sewer Income Statements: Douglas G. made a motion to accept the March 2026 Income Statements for the Sewer and Water Departments, seconded by Charles H., after some discussion regarding the septic receiving, voted unanimously in favor, so declared by the Chairman.

First 2026 Billing Warrants: Holly L. presented that the total billing was \$801,631.06 for Water & Sewer, she stated that the Water Department User Fees and Bonds amounted to \$334,661.70 and the Sewer User Fees and Bond Fees amounted to \$466,969.36. The Vice-Chairman stated that he needs a motion to approve the Water Billing Warrant for Water User Fees and Bonds and the Sewer Billing Warrant for Sewer rents and bonds, moved by Douglas G., second by Wayne S., voted unanimously in favor, so declared by the Vice-Chairman.

5. Wastewater Treatment Highlights Continued:

Dave B. stated that he has been working on getting a Request for Proposals together for manhole upgrades in hopes of finding a company to get about 30 of them raised and inspected for the year. He stated that he is thinking about the Lake Avenue paving project that was voted on and that it had included manholes so he is concerned that there are quite a lot of manholes on Lake Avenue and it would be good to hire a company to do the work. He reported that there has been an issue with the generator at Pump Station 12 and he has had this issue before with that generator, he explained what was happening there and stated that the Generator Maintenance person is working on getting it fixed.

6. Water Treatment Highlights: Dave B. reported that hydrants are being flushed and that things are going well. He stated that he had repaired a hydrant on 103B yesterday and he hopes that he can do something to prevent the plows from hitting it again. He stated that the next thing is turning on the summer water lines. He reported that there had been problems with one of the pumps at River Road and after changing

the check valve and still having it not work well they had found a piece of Tyvek paper in it and after removal of it things are working better. He stated that Georges Mills wells have recovered pretty well from the flushing earlier in the week.

7. Old & New Business:

Dave B. would like to get something to thank Jimmy Williams for his years of service on the Commission, there was some discussion regarding what to do to recognize him.

2025 Consumer Confidence Reports: Holly L. explained what the Water Quality Report/CCR was and that it needs to be delivered to all customers. She stated that the best way to do this is to include them with the bills that will be going out in the spring.

Wayne S. questioned how the drain line that went to the river on Lower Main Street had ended up. Dave B. stated that he was disappointed with the engineering for not having documented what had been encountered. There was some discussion regarding the problem and when the paving on Lower Main Street would happen.

Harbor Hill correspondence: Jeffrey R. questioned what should be done about the letter that was received. Holly L. responded that she thinks this is a non-issue as NH DES has sent an approval for a septic system on that particular property, and it is over 300 feet from the sewer system so it is not required to be on Town Sewer.

There was more discussion regarding the Emergency Plans needing to include a Continuity of Operations Plan to be accepted by DES.

Holly L. stated that there was an investigation of the School Ball Field meters and it turns out that the School has been underbilled for over the years due to the wrong decimal point. There was some discussion regarding irrigation and the lost water from the decimal point error.

The next monthly meeting is scheduled for May 28, 2026.

6:59 p.m. Douglas G. made a motion to adjourn, seconded by Charles H., voted unanimously in the affirmative, so declared by the Vice-Chairman.