Swanzey Water and Sewer Advisory Committee
Rating Sub-Committee
Meeting Minutes – July 8, 2026
Fire Station Conference Room
Swanzey Town Hall
Draft Minutes

Call To Order
The meeting was called to order by Chair Scott Self at 3:00 pm.

Members Present: Steven Bittel, Cathy Bergstrom, Sylvester Karasinski, Stacy Goodale, and Scott Self.

Others Present: Michelle Talbor, and Selectmen James Tempesta and Bill Hutwelker.

Rate Discussion
Bittel spoke about an introductory rate that will serve the Town for a while. He noted the effort to balance plant volume to billed usage and dollars of cost versus billed. He noted that a Sewer Unit was referred to as "S-U". One Sewer Unit ("S-U") is a single-family residence including doubles, triples, etc. and apartments with any number of rooms. S-U adjustments are made for higher restroom utilization of commercial, public and other facilities. Minimum bill is 1 S-U.527 total S-U at 60 gal/day at 91 days. Quarterly totals of about 4,950,000 gallons. $85 is old rate. New rate would be $109.58, which is about a 27% increase.

Bittel also noted capital reserve place holder of $150,000 on an annualized basis. Cost per gallon is about $0.02.

He noted West Swanzey sewer service is running at a deficit. He noted capital expenditures needed for infrastructure. Bittel said he noted more time may be needed to complete to Keene hookup and that will impact maintenance costs.

Lagoons were discussed in regard to sludge – treatment is measured by presence of chemicals. Self said sludge will need to be removed eventually from the lagoons.

60 gallons per person was used for this discussion as opposed to a higher number about 270 gallons per person used in the past, which caused some error in calculations.

Bittel spoke about issues: Cutler School closure means zero impact for now, Bridges B&B, and high restroom usage such as the Woolen Mill, Brown Field, Whitcomb Hall, which has heavy usage when events occur. These have been assigned slightly higher S-Us.

Discussion was held regarding impact on campground (79 units) and apartment buildings, and other multi-family projects. There would be standard bill/fee each quarter. For the campground with79 sites would be calculated for 5.5 months or 36 X $109 per space per quarter. Hutwelker said the Town needs a response to the campground when rate is announced and they point out they are closed during the winter. Karasinski suggested one unit be charged during the winter or any time they are not using the sewer system. 79 units when open and 1 unit when closed, is an alternative rate should there be a resistance to $109 per quarter throughout the year. There was a discussion about the possibility of flow meters, which the campground could select as an option, which they would install.

Bittel said Department of Public Works Director Joe DiRusso is getting a quote for a flow meter for input into the plant. Self said it will be costly to install. Self said if we go with the City of Keene sewage plant, we may not need a flow meter. He said flow meters work for smaller pipe sizes but not well for larger pipes.

It was noted there is in place an outflow meter going to the river from the lagoons. Self said we need to decide if we want to spend extra money to install an input flow meter. The consensus was to wait for the quote and then evaluate.

Bittel asked for consensus. Self said the numbers looked good for now. The Committee discussed what the Town would do if a connection to the City of Keene sewer plant became problematic.

Woolen Mill – there is fair amount of excess capacity to let the Mill come online. Self said if we are meeting permit with the State then we have capacity. Self said he would estimate the need is 3,000 gallons a day for the Mill.

Next Meeting: TBD

There was a motion to adjourn by Bittel, Seconded by Bergstrom. **Vote:** All in favor. The meeting adjourned at 3:50 pm.

Respectfully Submitted,



Beverly Bernard, Recording Secretary