



TOWN OF HUDSON

Water Utility Committee



Jeff Rider, Chairman Nancy Brucker, Selectman Liaison

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Meeting minutes of November 21, 2012

1. CALL TO ORDER - The meeting was opened by Chairman Jeff Rider at 5:00 PM in the Board of Selectman's conference room at Hudson Town Hall.

2. ROLL CALL

Committee Members present

Chairman Jeff Rider
Vice -Chairman Bernie Manor
Member Leo Bernard
Recorder David Shaw

Staff present:

Selectman Liaison Nancy Brucker

Excused:

Water Utility Clerk Valerie Marquez
Town Engineer Gary Webster

3. PUBLIC INPUT – No input from the public was received

4. ACCEPTANCE OF MINUTES - Minutes of Water Utility Committee from October 17, 2012. David Shaw noted that the next meeting date was listed as October 17 instead of November 21. Motion by Bernie Manor to accept the corrected October 17, 2012 meeting minutes. Motion seconded by Leo Bernard. Motion passed unanimously (4-0).

5. FINANCIAL STATUS

- A.) Expenditure report, October 2012
- B.) Check register for October 2012
- C.) Cash flow report September 2012

5A) Chairman Rider informed the committee that accounting now wants a PO for the entire year with the full amount appearing in the encumbered column therefore giving a false representation and no ability to track monthly expenditures.

5C.) Selectman Brucker noted that the August expenditures (~\$513K) listed in the cash flow report was significantly higher than July (~\$256K) and September (~\$360K) expenditures. Chairman Rider felt this was due to a debit service payment.

Motion by Bernie Manor to accept consent item 5 (Financial Status) in its entirety, Motion seconded by David Shaw. Motion passed unanimously (4-0)

6. OPERATIONS REPORT (PWW)

- A.) September 2012

Bernie Manor noted an increase in water being purchased from Pennichuck in 2012 relative to previous years. Chairman Rider stated the increased purchased amount was probably due to reduced output levels from town wells due to well maintenance, further clarifying that all wells serve the same system but local demand will pull from closest well. Inquiry will be referred to Gary Webster.

Motion by Bernie Manor to accept the September 2012 Operations report. Motion seconded by David Shaw. Motion passed unanimously (4-0)

7. OLD BUSINESS – No old business was presented

8. NEW BUSINESS

- A. Abatement W-UTL-12-13 in the amount of \$ 468.60 for Andrew Graham of 24 Flying Rock Road. Clerical error resulting in account being charged 3 times for back water usage instead of only once. No discussion by committee members. Motion to recommend approval of W-UTL-12-13 in the amount of \$468.60 made by Leo Bernard. Motion seconded by Bernie Manor. Motion passed unanimously (4-0)

- B. Abatement W-UTL-12-14 in the amount of \$ 207.51 for William Haynes of 12 Wagner Way. Customer granted bankruptcy on 8/23/11. Leo Bernard suggested the committee receive feedback from the water utility clerk before approving this abatement. Issue to be raised at next meeting. Motion to recommend approval of W-UTL-12-14 in the amount of \$207.51 made by Bernie Manor. Motion seconded by David Shaw. Motion passed (3-1-0), with Leo Bernard in opposition.

- C. Abatement W-UTL-12-15 in the amount of \$ 595.63 for William Haynes of 2 Wagner Way. Customer granted bankruptcy on 10/14/11. Leo Bernard suggested the committee receive feedback from the water utility clerk before approving this abatement. Issue to be raised at next meeting. Motion to recommend approval of W-UTL-12-15 in the amount of \$595.63 made by Bernie Manor. Motion seconded by David Shaw. Motion passed (3-1-0), with Leo Bernard in opposition.

9. OTHER BUSINESS- No other business was presented

10. REMARKS BY COMMITTEE MEMBERS

Chairman Jeff Rider: No remarks	Vice-Chairman Bernie Manor: No remarks
Recorder David Shaw: No remarks	Member Leo Bernard: No remarks

11. REMARKS BY SELECTMAN & STAFF

Selectman Liaison Nancy Brucker: Wished committee members a Happy Thanksgiving.
Water Utility Clerk Valerie Marquez: Excused
Town Engineer Gary Webster: Excused

12. NEXT MEETING December 19th, 2012 in the BOS meeting room @ 5:00 PM

13. MEETING ADJOURNMENT- Motion by Leo Bernard for adjournment. Motion seconded by Bernie Manor. Motion passed unanimously (4-0). Meeting adjourned at 5:20 PM.