



TOWN OF HUDSON

Municipal Utility Committee



David Shaw, Chairman Marilyn McGrath, Selectmen Liaison

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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: September 25, 2018

Member Attendees:

David Shaw, Chairman
Jim Lavacchia, Vice Chairman
Bill Abbott
Chelsea Prindiville
Elvis Dhima, Town Engineer
Donna Staffier-Sommers – Administrative Aide

Absent:

Marilyn McGrath, Selectman Liaison – attending BOS meeting

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, September 25, 2018 at 7:00 pm, in the Buxton meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers. The meeting was changed from our regular meeting date because of Committee and staff schedule conflicts.

1. Acceptance of minutes

The minutes of the August 21, 2018 Municipal Utility Committee meeting were reviewed.

A motion was made by Jim Bill Abbott; second by Chelsea Prindiville to “accept the meeting minutes for meeting dated August 21, 2018, with minor corrections.” Motion carried.

3. Financial Status – Water Utility

A – D. The Cash Flow report for July 2018 and the Expenditure & Revenue reports for August 2018 were reviewed.

The expense report is showing line 5593-252 supply professional services to be over expended at 143% and listing an encumbered amount of \$66,000. Donna to check. *Spoke to Cherie Hebert in Accounts Payable who says this covers the Weinstein well replacement- design build through a P.O. with Weston & Sampson-dlss*

The Whitewater monthly reports for July and August were reviewed. These are the first reports received since Whitewater took over the Water Utility maintenance previously contracted with Pennichuck Water for many years. Overall the Committee was impressed with the detail given in the reports of the work being done.

4. Old Business- Water Utility -None

5. New Business – Water Utility –

- A. FY 2020 Water Utility Budget review.

The budget request has not been completed so we went over some of the highlights with Elvis and noted a couple of necessary entries.

6. Financial Status – Sewer Utility

- A. The cash flow report for July 2018 and the Expenditure and Revenue reports for August 2018 were reviewed. Chelsea questioned an over expenditure to line 5562-403 oper/maint small equipment. This was from the recent purchase of the sewer tv camera.
- B. The balance of capacity is at 69,500 gpd. Elvis plans to update this since some of the flow reserved for potential builds has been allotted.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility

- A. FY 2020 Sewer Utility Budget review

The budget request is incomplete so we went over the highlights.

Bill Abbott requests that we send a recommendation to the Board of Selectmen to fund the vaccon capital reserve fund with \$15,000 to come from the Sewer Utility and \$15,000 from the Town in a Warrant Article or in the budget request as appropriate. It was not funded last year, so the Committee wants to get back on track and have the funds to purchase a new truck when needed.

A motion was made by Jim Lavacchia; second by Bill Abbott “to recommend the Board of Selectmen assign \$15,000 in the Sewer budget and \$15,000 in the Town budget to fund the vaccon truck capital reserve fund or present it as a Warrant Article as appropriate.” Motion was unanimous. Donna to type up the recommendation for Dave to sign.

The Committee was represented by Bill Abbott, Selectman Marilyn McGrath, Elvis and Donna at the annual meeting with the City of Nashua to go over the anticipated capital projects for the Nashua Wastewater Treatment Plant. We were given information about these projects and projected costs along with our share of these costs to help us budget for the expense.

9. Informational

- A. Bill Abbott provided the Committee with a 12 month profit and loss statement for both water and sewer.
- B. The Committee received the budget schedule for both the Board of Selectmen and the Budget Committee. The BOS meeting is scheduled for October 16, 2018, the same day as our normally scheduled MUC meeting. Because we may have little on the agenda for that meeting, Dave set a tentative date for our next meeting to be held on October 23, 2018 at 7pm. Dave and Elvis will present the water and sewer budgets to the Board of Selectmen in October and then again to the Budget Committee on November 14, 2018.

10. Remarks by Selectman, members and staff –

Jim, along with the rest of the Committee passed on good wishes and congratulations to Chelsea on her recent marriage.

Meeting was adjourned at 8:08 pm, with motion made by Bill Abbott; seconded by Jim Lavacchia. Motion carried.

Donna Staffier-Sommers
Sewer Utility Administrative Aide

