



TOWN OF HUDSON

Municipal Utility Committee



David Shaw, Chairman David Morin, Selectmen Liaison

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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: February 20, 2018

Attendees:

David Shaw, Chairman
Bill Abbott, Vice Chairman
Chelsea Leonard
Jeff Rider
Jim Lavacchia
Donna Staffier-Sommers- Administrative Aide

Absent:

Elvis Dhima, Town Engineer
Dave Morin, Selectman Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, February 20, 2018 at 7:00 pm, in the Board of Selectmen meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

1. Acceptance of minutes

The minutes of the January 16, 2018 Municipal Utility Committee meeting were reviewed. A motion was made by Bill Abbott; second by Chelsea Leonard to “accept the meeting minutes for meeting dated January 16, 2018, as presented.” Motion carried with Jeff Rider abstaining.

3. Financial Status – Water Utility

A – D. The Cash Flow reports for November & December 2017 and the Expenditure & Revenue reports for December 2017 & January 2018 were reviewed. Jeff Rider inquired as to what 3509-4793 – “Other income- Water” includes. It was estimated at \$2,000 and the revenue is over \$36,000 as of January 2018. – *The Town Accountant, Lisa Labrie replied that this revenue comes from Pennichuck who pays a 15% share of expenses to the wells. - dlss*

Jim Lavacchia mentioned that Pennichuck is no longer testing fire service backflows so we will begin to see a decrease in the revenue for that line item.

The Pennichuck Operations report for December 2017 was also reviewed. Jim asked about the notation of excess meter reads on page 9. Is there an additional charge for this? *Spoke to Elvis – Yes, Hudson has grown with more customers since the contract was written but a new rerouting system will reduce that number in the future. Also, why is nothing shown for Meter Periodic Tests through December when the contractual requirement is 250 per year? Elvis – they just haven't done them yet.- dlss*

Jim also asked about the water supply breakdown by source. How do we know how much is going to Litchfield from our wells? *Spoke to Elvis - We receive monthly reports from Pennichuck regarding water usage, pumping and crossing. This report is related to billing and not operations so it is not included in the Pennichuck Monthly Operations Report.- dlss*

4. Old Business- Water Utility -None

5. New Business – Water Utility

Abatements

A. W-UTL-18-01 Town/Hudson School Dept 33 School St. m/l 182-109 #3502734301

Because of snow, many water readings had to be estimated this month. This one was a clerical error made by entering a usage of 79 instead of 9. Request abatement of \$231.00 (70 x 3.30).

Motion made by Jeff Rider; seconded by Bill Abbott “to recommend the Board of Selectmen approve abatement W-UTL-18-01 in the amount of \$231.00 for the reason given.” Motion carried.

B. W-UTL-18-02 Town/Hudson Enterprises 120 Derry Rd. m/l 156-015 #3503662803

Unknown by the Water Utility, the building was demolished and the owner received a bill for the monthly fire service fee. Request abatement of \$107.50 for the reason given.

Motion made by Bill Abbott; seconded by Jim Lavacchia “to recommend the Board of Selectmen approve abatement W-UTL-18-02 in the amount of \$107.50 for the reason given.” Motion carried.

6. Financial Status – Sewer Utility

- A. The cash flow reports for November & December 2017 and the Expenditure and Revenue reports for December 2017 & January 2018 were reviewed. Jim had some questions about the betterment districts and a question was raised about why we didn't fund the vaccon capital reserve fund in FY 19?- *The Finance Director, Kathy Carpentier replied that the law was changed and we cannot fund capital reserve accounts within the budget as we have done in the past. It must be listed as a separate warrant article on the ballot. The BOS had to pick and choose which capital reserve funds they wanted to put on the FY 2019 ballot.-dlss*
- B. The balance of capacity is at 69,500 gpd.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility - None

9. Informational

- A. Bill Abbott provided the Committee with a 12 month profit and loss statement for both water and sewer.
- B. Jeff mentioned that the EPA regulations are requiring that a log be kept of sewer maintenance.
- C. The Committee reviewed an updated Roster. Donna to make the corrections.

10. Remarks by Selectman, members and staff - None

Meeting was adjourned at 7:42 pm, with motion made by Jeff Rider; seconded by Chelsea Leonard.

The next meeting is scheduled for March 20, 2018 at 7pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide