



TOWN OF HUDSON

Municipal Utility Committee



David Shaw, Chairman Pat Nichols, Selectmen Liaison

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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: November 15, 2016

Attendees:

David Shaw, Chairman
Bill Abbott, Vice-Chairman
Jeff Rider
Donna Staffier-Sommers, Sewer Utility Administrative Aide

Guest:

Tom Blouin, 14 Oakwood Street

Absent:

Elvis Dhima, Town Engineer
Pat Nichols, Selectman's Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, November 15, 2016 at 7:00 pm, in the Town of Hudson Board of Selectmen meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

The Committee welcome resident Tom Blouin to the meeting. Tom is considering applying for one of the positions on the Committee.

1. Acceptance of minutes

The minutes of the October Municipal Utility Committee meeting were read and approved. A motion was made by Bill Abbott to "accept the meeting minutes for meeting dated October 18, 2016 as written." Jeff Rider seconded. The motion carried.

2. Financial Status – Water Utility

- A – C. The Cash Flow report for September 2016 and the Expenditure and Revenue reports for October 2016 were reviewed.

Bill Abbott requested clarification of line 5592-204 operation and maintenance – large equipment maintenance. This line is expended as -9.223% and lists an \$18,965.53 credit as a year to date expense through October. Donna to follow up. *An invoice from Pennichuck with maintenance expenses from FY 16 came in late and was paid in FY 17. A journal entry was done as a year- end accrual to pull out these expenses from the FY17 budget. At this time, the line is showing a credit expenditure.-dlss*

- D. Bill Abbott prepared the current profit and loss graphs for both Water & Sewer.

3. Old Business- Water Utility -None

4. New Business – Water Utility - None

5. Financial Status – Sewer Utility

- A. The cash flow report for September 2016 and the Expenditure and Revenue reports for October 2016 were reviewed.

Bill Abbott requested clarification of line 5562-203 oper/maint - small equipment repair. This line is over expended at 236.46%. Jess Forrence provided a printout listing a breakdown of expenses.

The items relate to the Flume, the Industrial Drive, Glen Drive and Rangers Drive pump stations. Also listing a tv camera repair and a hose repair to the Vac-Con truck and being cost shared with Highway. The larger expenses are a muffin monster at Rangers Drive and grinder motor at Glen Drive. There were also flow recorders at the Flume and the Industrial Drive pump station. These additional expenses were to keep things operational and necessary before the next budget cycle.

Bill also noted 5562-401 oper/maint - large operating equipment as being over expended at 611%. Donna to follow up. *We budgeted for our share of a truck lease but a replacement standby generator was also needed at the Sagamore pump station causing the over expenditure.-dlss*

- B. The balance of capacity is at 69,500 gpd.

6. Old Business – Sewer Utility -None

7. New Business – Sewer Utility

A. Sewer Abatements:

1. S-UTL-17-12 Town/Monchamp 17 Shoreline Dr 147/001/007 #6543

Applicant (Town) requests abatement of sewer charges on the basis of the Monchamp's not receiving credit from a timely submitted auxiliary meter card recording their outside water use. Request abatement in the amount of \$94.05 (79 x 1.1905).

Jeff Rider made motion "to recommend the Board of Selectmen approve abatement request S-UTL-17-12 in the amount of \$94.05 for the reason given".

Motion carried.

2. S-UTL-17-13 Miller 15 Shoreline Dr. m/l 147-001-006 Acct. #6541

Applicant requests an abatement of sewer charges on the basis of late filing of an auxiliary meter card used to record outside water use. New owner was not given meter cards from previous owner. Request abatement in the amount of \$166.67 (140 x 1.1905).

Bill Abbott made motion "to recommend the Board of Selectmen approve abatement request S-UTL-17-13 in the amount of \$166.67 for the reason given".

Motion carried.

3. S-UTL-17-14 Mandeville 11 Shoreline Dr. m/l 147-001-004 Acct#6538

Applicant requests an abatement of sewer charges on the basis of late filing of an auxiliary meter card used to record outside water use. Request abatement \$71.43 (60 x 1.1905).

Jeff Rider made motion "to recommend the Board of Selectmen approve abatement request S-UTL-17-14 for the reason given".

The motion carried.

8. Informational

- A copy of the Budget Committee Deliberative schedule was received. The budgets for the sewer and water funds will be reviewed on Wednesday, December 7, 2016 at 7pm in the Buxton meeting Room. Steve Malizia will speak for both budgets.

9. Remarks by Selectman, members and staff

The Committee wishes all a very Happy Thanksgiving!

Chairman David Shaw adjourned the meeting at 7:25 PM.

The next meeting is scheduled for December 20, 2016 at 7pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide