



TOWN OF HUDSON

Municipal Utility Committee



Bernie Manor, Vice Chairman Ted Luszey, Selectmen Liaison

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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: March 16, 2016

Attendees:

Bernie Manor, Vice-Chairman
Jeff Rider
Bill Abbott
David Shaw
Barbara O'Brien, Water Utility
Donna Staffier-Sommers, Sewer Utility Administrative Aide

Absent:

Ted Luszey, Selectman's Liaison
Elvis Dhima, Town Engineer
Valerie Marquez, Water Utility

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Wednesday, March 16, 2016 at 5:00 pm, in the Town of Hudson Board of Selectmen meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

1. Acceptance of minutes

The Committee inquired about an item noted in the minutes regarding the status of the proposed Water Utility policy to make an owner responsible for water bills and not the tenant.

Barbara stated that it has been reviewed as presented and minor changes have been made. It is now with the Finance Director for final review. After she signs off, then it will head upstairs to the Town Administrator and we will then find out if it needs legal review.

The minutes of the February 17, 2016 Municipal Utility Committee meeting were read and approved. A motion was made by Jeff Rider to "accept the meeting minutes for meeting dated February 17, 2015, as written." David Shaw seconded. The motion carried.

2. Financial Status – Water Utility

A – C. The Cash Flow report for January 2016 and the Expenditure and Revenue reports for February 2016 were reviewed. Bill questioned what the budgeted \$100,000, in line 5592-204 water op/maint. Large Equipment Repair covered.

The line description is "unplanned maintenance with Pennichuck Water Works" *-generally used to cover costs associated with water main breaks or emergency repairs at the wells or pump stations. -dlss*

Bill also noted that line 5592-210 op/maint, natural gas at the booster stations was still being expended incorrectly - *this line remains under budgeted in FY 2016 so the expenses will continue to appear too high in reports this year. The amount for this line was increased and corrected in the FY17 budget, and the amount for the natural gas expense at the wells was reduced as well.-dlss*

D. The Pennichuck Water Systems Operation Report for January 2016 was reviewed with no questions.

E. Bill Abbott prepared the current profit and loss graphs for both the Water And Sewer Utilities.

F. Bill Abbott asked the Committee for the inventory of the water pump stations and tanks. -

- 4 Water Pump Stations - Rt. 102, Old Windham Rd., Wason Rd. & Woodland Heights.
- 3 Water Tanks - Gordon St., Groves Farm Rd. & Marsh Rd.-dlss

3. Old Business- Water Utility -None

4. New Business – Water Utility -None

5. Financial Status – Sewer Utility

A. The cash flow report for January 2016 and the Expenditure and Revenue reports for February 2016 were reviewed with minimal discussion.

The Committee requests a status update on the I/I study. Donna will speak with Elvis, Town Engineer. - *memo to come soon from CLD and is expected to show a significant reduction of water lost through inflow infiltration as a result of the maintenance and repairs the Town has done. This will improve our remaining flow capacity number from the past.-dlss*

B. The balance of capacity remains at 25,893 gpd

6. Old Business – Sewer Utility -None

7. New Business – Sewer Utility

A. Abatement S-UTL-16-20 Southeastern Container 36 Executive Dr 215-004 #4839

The applicant filed an abatement request on the basis of late filing of evaporation reports for the months of October, November & December 2015 used to record water use not entering the sewer system. Request abatement of \$802.40 (190 + 193 + 291= 674 x 1.1905).

Motion made by Bill Abbott; seconded by David Shaw "to recommend BOS approval of abatement S-UTL-16-20 in the amount of \$802.40 for the reason given." Motion carried.

8. Informational

A. A question was asked about the Municipal Utility By-Laws. *The Committee adopted the By-Laws on October 15, 2014 - dlss*

B. The Committee has been looking for ways to attract new members. Bill Abbott knows of someone interested in joining but is unable to make it at the current 5pm meeting start time. The Committee discussed holding the April 20, 2016 meeting at 7pm to allow him, and possibly others, to attend and see if they might be interested in applying.

Motion made by Jeff Rider; seconded by David Shaw " to schedule the April 20, 2016 meeting to start at 7pm in the BOS meeting room". Motion carried.

C. The Committee received an updated Trustee report. A question was asked about the new warrant article for new water capital reserve fund and how it differed from the two we already have. Donna spoke to Elvis:

- one is for improvements to the system
- one is for repairs
- new one is for planned replacement

9. Remarks by Selectman, members and staff - None

The meeting adjourned at 5:49 PM and the next meeting is scheduled for April 20, 2016 at 7pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide

