



# TOWN OF HUDSON

## Municipal Utility Committee



Robert Russell, Chairman      Ted Luszey, Selectmen Liaison

12 School Street • Hudson, New Hampshire 03051 • Tel: W- 603-886-6002/ S- 603-886-6029 • Fax: W-603-881-3944 / S -603-598-6481

### Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: September 16, 2015

Attendees:

Robert Russell, Chairman  
Bernie Manor, Vice Chairman  
Jeff Rider  
Bill Abbott  
Davis Shaw  
Valerie Marquez, Water Utility Clerk  
Donna Staffier-Sommers, Sewer Utility Administrative Aide

Absent:

Ted Luszey, Selectman's Liaison  
Elvis Dhima, Town Engineer

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Wednesday, September 16, 2015 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 minutes of the August 19, 2015 Municipal Utility Committee meeting were read and approved. A motion was made by Bill Abbott to "accept the meeting minutes for meeting dated August 19, 2015, as written." Jeff Rider seconded. The motion carried.

#### **2. Financial Status – Water Utility**

A – C. The Cash Flow report for July and the Expenditure and Revenue reports for August were reviewed with minor questions.

D. The Pennichuck Water Systems Operation Report for July was reviewed without comment.

**3. Old Business- Water Utility -None**

**4. New Business – Water Utility**

A rough preliminary FY 17 budget request was presented. The budget screens opened after the agenda was sent for this meeting. Elvis provided a couple of items he will be proposing:

- 5592-202 Oper./Maint. Small Equip Maint - an increase from \$45,000 to \$95,000. This is to cover well housing units, chemical tanks etc.
- Elvis will talk with Steve about setting up a line to start budgeting or reserving monies to take care of the larger crucial projects - Gordon Street water tank repair or replacement and the Barretts Hill / Old Windham Road booster station improvements.

Jeff reminded us that we need to look over the gas and telephone line items. It appears that in the past, the budgeted funds may have been misappropriated to the wrong account. Amounts intended to go into line 5592-operations may have gone into line 5593 - supply and visa versa. Donna was asked to review with Steve.

**5. Financial Status – Sewer Utility**

- A. The cash flow report for July 2015 and the Expenditure and Revenue reports for August 2015 were reviewed.

Dave questioned line 5562-207 water and sewer at pump stations as being 906% expended. Donna to follow up. *Posted to the wrong account. To be corrected - dlss*

**6. Old Business – Sewer Utility**

- A. S-UTL-16-01 Fuller 77 Central St. M/L 182-217-000 Acct. #1764

Applicant requests an abatement of sewer charges on the basis of excess water leaked from an open service valve and broken water pipes. Based on the notation that the house was vacant, the abatement request is for \$2,066.71 (1736 x 1.1905).

After much discussion, this abatement was tabled at the last meeting and a request made to the owner to provide copies of a police report, repair bills or pictures of the damage.

The owner provided some small photos for the Committee to review. The Committee felt that the owner was given opportunities to support his request and the photos did not provide enough evidence that this water did not enter the sewer system. In an earlier call, the Water Utility made notations that the owner stated someone had broken in to the house and left the water running.

Motion made by Bill Abbott "to recommend the Board of Selectmen deny the abatement request based on lack of evidence that the water did not enter the sewer system."; seconded by Bernie Manor. Motion was unanimous.

## **7. New Business – Sewer Utility**

### **A. Abatement S-BET-16-01Town/OtarnicPond Co-Op 1 Otter Way m/l 175/034 #6709/2716**

A DES grant was received and the betterment repayment schedule was adjusted by the Finance Director. Request abatement of \$766.37. This is the difference of the current last quarter payment due and the newly adjusted remaining quarterly payment due 11/1/15 for 2015. (\$7758.37 - 6992.00)

Motion made by Jeff Rider "to recommend the Board of Selectmen approve the abatement request for the reason given."; seconded by David Shaw. The motion carried.

### **B. Abatement S-UTL-16-07 Cummings 53 Bear Path Lane. m/l 177/048 #5545**

Applicant requests an abatement of sewer charges on the basis of late filing of an auxiliary meter card used to record outside water use. Abatement request \$22.62 (19 x 1.1905).

Bernie Manor made motion "to recommend Board of Selectmen approval of the abatement request for the reason given"; seconded by David Shaw. Motion carried.

### **C. Abatement S-UTL-16-08 Dowgos 11 Chatham St. m/l 183/047 #1307**

Applicant requests an abatement of sewer charges on the basis of late filing of an auxiliary meter card used to record outside water use. Abatement request \$44.05 (37 x 1.1905).

Jeff Rider made motion "to recommend Board of Selectmen approval of the abatement request for the reason given"; seconded by Bernie Manor. Motion was unanimous.

- D. A rough preliminary sewer budget was shown to the Committee. The 5561 lines will remain the same as last year with adjustments made for salaries. The rest of the budget was not ready.

The City of Nashua did not respond to our request for our annual meeting to discuss anticipated capital expenditures before our meeting but did provide us with a schedule of anticipated expenses in FY 17, 18 & 19. There are some questions regarding the amounts shown. Donna is to follow up.

The budget is due to the Finance Director on October 2nd and the MUC chairman is scheduled to present the water and sewer budgets to the Board of Selectmen on October 20, 2015. Because he will not have the opportunity to review the budget with the Committee prior to the next meeting, the Committee voted to move the October 21, 2015 scheduled meeting to October 14, 2015.

Bernie Manor made motion "to move the October 21, 2015 scheduled Municipal Utility Committee meeting to October 14, 2015."; seconded by Jeff Rider. Motion was unanimous.

After some discussion about the process of budget presentation, Jeff Rider made motion "to adjourn at 6:12pm"; seconded by David Shaw. The motion carried.

The next meeting is scheduled for October 14, 2015.

---

Donna Staffier-Sommers  
Sewer Utility Administrative Aide