



TOWN OF HUDSON

Municipal Utility Committee

Jeff Rider, Chairman

Nancy Brucker, 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: August 20, 2014

Attendees:

Jeff Rider, Chairman

Bill Abbott, Vice Chairman

Robert Russell

Bernie Manor

Nancy Brucker, Selectman's Liaison

Gary Webster, Interim Town Engineer

Barbara O'Brien, Water Utility Clerk

Donna Staffier-Sommers, Sewer Utility Administrative Aide

Absent:

David Shaw

Valerie Marquez, Water Utility Clerk

Guests:

Tony Basso & Peter Julia from Keach Nordstrom

John Abbott

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Wednesday, August 20, 2014 at 5:00 pm, in the Board of Selectmen meeting room of the Town of Hudson at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers. The meeting previously scheduled for July 16, 2014 was cancelled due to lack of a quorum.

To accommodate our guests from Keach Nordstrom, agenda items 7C & D New Business - Water were taken out of order.

7C. Route 111 and Lawrence Rd. 8" water main extension-

Tony Basso presented a proposed plan to extend the water line from Lund Drive → Hartson Circle → Cheney Drive → Sullivan Road → Lawrence Road → Bockes Road. This would service 17 house lots with water and fire protection to York Drive and provide water for future development. The water line would cross through private property and easements have been obtained. Jeff inquired as to why they didn't instead follow the roadway and Tony responded that there were a number of factors such as cost, inability to get State approval on Rt. 111 and a difficult water body crossing on Sullivan Road. A proposed wetland crossing will be sleeved within a plastic pipe to allow easier access if there is a break and provide protection against corrosion. There was discussion about pipe size and installing additional "T" connections at intersections. An inquiry was made about water pressure being adversely affected in the Lund Drive neighborhood. Tony stated that there would be minimal affect from this project and the 17 houses it will serve, but is something the Town will want to look at when servicing future development off of this line. The project details are currently with engineering consultants, Weston and Sampson, and awaiting their comments. An agreement has been written and is looking for Board of Selectmen signatures. To move the project forward, the Committee agreed to make a recommendation to the Board of Selectmen. Bill Abbott made motion, seconded by Bob Russell "to conditionally recommend the Board of Selectmen approve the Lund Drive / Rt 111 water extension as presented, after positive comments are received from Weston & Sampson and the additional "T" connections as agreed to are included." The Committee agreed unanimously.

7D. Dunkin Donuts – Route 102/Robinson Road water main crossing-

Pete Julia of Keach Nordstrom presented a plan for a proposed water main crossing and water line extension crossing from West Road → under Route 102 → Robinson Road → Brady Drive → Dunkin Donuts. An agreement has been signed, awaiting Board of Selectmen signatures and includes a preliminary acceptance letter from the NHDOT for the 8" water main crossing excavation permit. This line will service the proposed Dunkin Donut property to be located at 14 Brady Drive - map/lot 105/19 and an abutting lot. The project is currently with Weston and Sampson for review and comments. To move this project forward, the Committee agreed to make a recommendation to the Board of Selectmen. Bob Russell made motion, seconded by Bernie Manor "to conditionally recommend the Board of Selectmen approve the Route 102/Robinson Road water main crossing and water line extension as presented, after positive comments are received by Weston & Sampson." The Committee agreed unanimously. This will be the first property to connect to the recently constructed Rt. 102 water line extension and is subject to a \$15,000 fee the Town forwards to Pennichuck Water by agreement. This is in addition to other Town permitting fees involved with the water line extension and hook up.

1. Acceptance of Minutes

The minutes of the June 16, 2014 Municipal Utility Committee meeting were read and approved. A motion was made by Bernie Manor to “accept the meeting minutes for meeting dated June 16, 2014.” Bob Russell seconded. The motion carried.

2. Financial Status – Water Utility

- A. The Cash Flow report through June 2014, along with the Expenditure and Revenue reports through July 2014 were reviewed.

Bill Abbott inquired as to why the water usage charges on the June revenue report are only 87.94% “collected” (other main revenue sources are shown at 100% or more). *Revenue is estimated each budget year. The estimated customer water use for a year is a variable number and includes anticipated outside water use which can be reduced by a rainy season, whereas, the base charges are a fixed number. Revenue shown as collected is what has been billed.-dlss*

Bill Abbott provided a 12 month cumulative balance bar chart of profit and loss for both the Water Utility and Sewer Utility.

- B. Pennichuck’s Water Operation reports for May & June 2014 were reviewed with minor comments.

3. Old Business- Water Utility

- A. The Draft of the Municipal Utility Committee By-Laws was reviewed. The Committee membership has been corrected in the Town Code under the heading “New Laws”. Jeff Rider will make the final revisions to the draft and a vote is expected to take place at the September meeting.

4. New Business – Water Utility

- A. Abatement-W-UTL-14-03 – Town/Wang 613 Elmwood Dr. m/l 156-063-089

A bad water read was not adjusted before billing and the customer was billed incorrectly. The unit is vacant. Request abatement of \$32,993.40 (9998 x 3.30).

Bernie Manor made motion, seconded by Bob Russell “to recommend the Board of Selectmen approve the abatement for the reason given”.
Motion carried unanimously.

B. Abatement – W-UTL-14-04-Town/Alford 22 Greeley St. m/l 168-007-000

The customer filed for bankruptcy protection on 2/19/14 and the case was approved and closed on 7/10/14.

Bernie Manor made motion, seconded by Bob Russell “to recommend the Board of Selectmen approve the abatement for the reason given.”

Motion carried unanimously.

Agenda items 7C & D were taken out of order and presented at the beginning of the meeting.

5. Informational - Water Utility -None

6. Financial Status – Sewer Utility

- A. The cash flow reports through June 2014, along with the Expenditure and Revenue Reports through July 2014 were reviewed.

A question was raised as to why \$750 is shown as encumbered in 5561-216 deeds and legal. *An estimated P.O. was written for \$750 to cover anticipated expenses for the year- FY15. - dlss*

- B. Balance of capacity is at 32,748 gpd.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility

- A. Abatement S-UTL-15-01 – Anderson 57 Rangers Dr. m/l 160/030

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

Bob Russell made motion, seconded by Bernie Manor “to recommend the Board of Selectman approve the abatement for the reason given”.

The motion carried unanimously.

B. Abatement S-UTL-15-02 – Town/Center 53 Derry St. m/l 173/033

The property owner's sewer payment was timely made but misapplied to another account resulting with an impending lien charge of \$19.00 added to the account. Request abatement of the \$19.00 fee.

Bob Russell made motion, seconded by Bernie Manor "to recommend the Board of Selectmen approve the abatement for the reason given".
The motion carried unanimously.

C. Abatement S-UTL-15-03 – Becker 2 Hayley Court m/l 149/057

Applicant requests abatement of sewer charges on the basis of late filing of the auxiliary meter card used to record outside water use. Request abatement of \$23.81 (20 x 1.1905).

Bill Abbott made motion, Bob Russell seconded "to recommend the Board of Selectmen approve the abatement for the reason given".
The motion carried unanimously.

9. Other- None

10. Closing Remarks

- Gary - Met with Pennichuck Water Works . There is a grant available for \$250,000 to extend the water line to the Barretts Hill/Oliver Drive area. This would service 24 condo units and a hydrant, with one meter to be used for all units.
- Gordon Street water tank violation – We are to remove excess items, install a new gate, signage and grading. A schedule is due by November 1st. We have 3-4 years to paint or consider a getting a new tank. There is lead paint involved.
- Gary is to e-mail Donna copies of water related reports and correspondence to be included in the next meeting packet.
- The Engineering interns did a great job! Gate valves were identified and water maps are to be updated.
- It has been discovered that Darrah Pond has a pump used for sports fields by the Town of Litchfield. This could factor in as to why the pond is sometimes at a lower water level. Gary plans to take pictures.

- Jeff- Inquired about the status of the master plan and CIP. Gary is keeping tabs on it. We will need to present justification to the Board for a rate increase.
- Donna – To check the web site for the water and sewer policy books. If necessary, scan copies and e-mail to members along with setting up links on the Town web page, if needed.
- FY 16 Budget season is here, so we need to set up our meeting with the City of Nashua officials to go over their planned wastewater treatment plant capital expenditures. *A meeting has been scheduled in Nashua at 2pm on Wednesday, September 10, 2014 – dlss.*

The meeting was adjourned at 6:45pm. The next meeting is scheduled for September 17, 2014.

Donna Staffier-Sommers
Sewer Utility Administrative Aide