



TOWN OF HUDSON

Municipal Utility Committee



Bernie Manor, Chairman Nancy Brucker, Selectmen Liaison

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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: July 17, 2013

Attendees:

Bernie Manor, Chairman
Leo Bernard
Bill Abbott
David Shaw
Patrick Colburn, Town Engineer
Valerie Marquez, Water Utility Clerk
Donna Staffier-Sommers, Sewer Utility Administrative Aide

Absent:

Jeff Rider, Vice Chairman, excused
Robert Russell, excused
Nancy Brucker – Selectman’s Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Wednesday, July 17, 2013, at 5:00 pm, in the main meeting room of the Town of Hudson at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

1. Acceptance of Minutes

The minutes of the June 19, 2013 Municipal Utility Committee meeting were read and approved with minor corrections. A motion was made by Bill Abbott to “accept the meeting minutes for meeting dated June 19, 2013 as corrected.” Leo Bernard seconded. The motion carried.

2. Financial Status – Water Utility

- A. The Treasurer’s report through May 31, 2013 was reviewed by the Committee.
- B. The preliminary Expenditure report through June 30, 2013 was reviewed by the Committee. The Committee questioned the expenses shown in lines:

- 5592-205 – operation / maintenance, large equipment repairs - \$6379.92. Patrick recalls an approximate \$3,500 expense to repair the generator at the Weinstein well along with a pump replacement at a cost of approximately \$4000 at the Dame well.
 - 5592-305 – operation/maintenance, diesel - \$576.60. Patrick’s recollection is that this is for the generator at the Woodland Heights booster station.
- C. The preliminary Revenue report dated June 30, 2013 was reviewed by the Committee. The Committee inquired about line 3502-4702 – bank charges \$-17,746.14. It is believed to be lockbox fees etc. It was noted that the bank charges are more than interest earned.
- D. The Pennichuck Water Works operation report for May 2013 was not available. Pennichuck intends to make changes to the report starting in July.
- E. Water Utility check register for the month of June was reviewed. An amount of \$26,394.08 payable to the Town of Hudson covered “clearing interfund” expenses.

3. Old Business- Water Utility

- A. The Water Utility updated policy and Municipal Utility Committee draft by laws discussion was tabled to the next meeting so the author, Jeff Rider, could be there for the review.

4. New Business – Water Utility

- A. None

5. Financial Status – Sewer Utility

- A. The Treasurer’s report through May 31, 2013 was reviewed by the Committee.
- B. The preliminary Expenditure report though June 30, 2013 was reviewed.
- C. The preliminary Revenue report through June 30,, 2013 was reviewed.
- D. The sewer check register was reviewed.

The Sewer Utility reimbursed the Water Utility \$90,000 for all funds the Water Utility contributed towards the shared Otarnic Pond Sewer and Water project. The Sewer Utility has been collecting monies for the cost of the project from the Otarnic

Pond Co-op via a twenty year betterment assessment, billed annually beginning in January 2010.

6. Old Business – Sewer Utility

- A. Balance of capacity – 38,865 gpd. This reflects the flow of the 63 Derry Street subdivision project.

7. New Business – Sewer Utility

- A. None

8. Other

- A. A revised roster was distributed to the Committee.

9. Closing Remarks

- Valerie informed the committee that there were 7 water shut offs today. Last month there were 10. The amount varies each month.
- Donna is preparing approximately 200 certified letters of impending sewer lien. Payment is due by 8/26/13 to avoid a 2013 sewer lien recorded on the property.
- Patrick stated that since we have had high rainfall this year, our wells are in good shape. He informed the Committee that the water fees we charge our customers are not enough in balance with what Pennichuck charges us. For example: we charge \$92.00 to our customer for a replacement water meter and Pennichuck charges Hudson over \$200. A revised list of recommended fees will have to be drawn up and approved by the Board of Selectmen.

Patrick also brought up the Gordon St tank inspection. He will put together a list of repairs, but it seems to be mostly clean-up work.

- Leo found his Sewer Utility policy book and suggested that we bring one for David Shaw to the next meeting.
- David had no remarks.

- Bill inquired as to where he could find Water Utility Ordinances 04-03 & 04-05. *These can be found at Town Hall. Copies will be provided for the Committee at the August 21, 2013 meeting. -dlss*

Bill also talked about the current construction work happening on Chase Street. The Sewer Utility is replacing the old clay sewer pipe and drainage with PVC on a section of this street in conjunction with the Town's repaving project.

- Bernie had no remarks.

Bernie Manor adjourned the meeting at 6:30pm, seconded by David Shaw. The next meeting is scheduled for August 21, 2013.

Donna Staffier-Sommers
Sewer Utility Administrative Aide