



TOWN OF HUDSON

Water Utility Committee



Jeff Rider, Chairman Nancy Brucker, Selectman Liaison

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Meeting minutes of December 19, 2012

1. CALL TO ORDER - The meeting was opened by Chairman Jeff Rider at 5:03 PM in the Board of Selectman's conference room at Hudson Town Hall.

2. ROLL CALL

Committee Members present

Chairman Jeff Rider
Vice -Chairman Bernie Manor
Member Bill Abbott
Member Leo Bernard
Recorder David Shaw

Staff present:

Water Utility Clerk Valerie Marquez
Town Engineer Gary Webster

Excused:

Selectman Liaison Nancy Brucker

3. PUBLIC INPUT – No input from the public was received

4. ACCEPTANCE OF MINUTES - Minutes of Water Utility Committee from November 21, 2012.

Bernie Manor noted a typo in section 5C (~\$513K)

Motion by Leo Bernard to accept the corrected November 21, 2012 meeting minutes.

Motion seconded by Bernie Manor. Motion passed (4-0-1) with Bill Abbott in abstention

5. FINANCIAL STATUS

- A.) Expenditure report, November 2012
- B.) Check register for November 2012
- C.) Cash flow report October 2012

A.) Chairman Rider noted several accounts on the revenue report had lower than expected collection values. Most accounts are at 50%, but three accounts remain at 20%:

- 03-3190-4794-000-000 Interest on delinquent accounts 19.7%
- 03-3402-4799-000-000 Water sales to Pennichuck 21.6%
- 03-3502-4795-000-000 Interest on water checking account 18.0%

B.) Leo Bernard inquired about lowering our energy cost in regards to check number 3002003 (Public Service Company of NH in the amount of \$9651.82). Gary Webster stated the booster stations are big power users and that the town has looked into lower rate options. Gary to follow-up.

The committee confirmed the \$31,093.77 payment to the Town of Litchfield (check # 3002014) was a payment in lieu of taxes.

Motion by Bernie Manor to accept consent item 5 (Financial Status) in its entirety,
Motion seconded by David Shaw. Motion passed unanimously (5-0)

6. OPERATIONS REPORT (PWW)

A.) October 2012

Motion by Leo Bernard to accept the October 2012 Operations report.
Motion seconded Bernie Manor. Motion passed unanimously (5-0)

7. OLD BUSINESS –

A.) Increases in water purchases from PWW – Gary Webster explained the water purchases are based on peak flows from town wells and that the Weinstein well was down for 1 ½ weeks last month Litchfield's concern with Darrah Pond drainage also results in reduced flow rates during the summer.

Bernie Manor asked who decides pump output levels.

Chris Countie, the water supply manager for Pennichuck decides the output levels.

Hudson is actually over-pumping the Weinstein well and is trying to install a larger diameter pipe (current pipe is 24"). Although DES monitors pump meters on a monthly basis, Bernie believes that PWW controlling town water could be a conflict of interest.

Gary will review P.O's for pump downtime and excess water usage.

B.) Status of Gordon Street tank – On Gary's list but not addressed yet.

C.) Abatement policy regarding bankruptcies – Committee members inquired how some of the bankruptcy water billing statements could get so high without being shut-off. Valerie explained that bankruptcy action automatically starts a new account and the high balance was due to the previous shut-off ban during winter months. Although Hudson now shuts-off year round (with a reduced \$70 trigger, down from \$100), PWW will not shut-off water if temperature is below freezing. Valerie also noted that the monthly meter charge is \$10.69, so even a vacant building would take several months to hit the \$70 trigger level.

D.) August expenditures increase – Chairman Rider has received a satisfactory explanation. No discussion.

8. NEW BUSINESS

A. Abatement W-UTL-12-16 in the amount of \$ 226.61 for Cynthia Lawrenson of 329 Fox Run Road. Customer granted bankruptcy on 11/01/12.No discussion by committee members. Motion to recommend approval of W-UTL-12-16 in the amount of \$ 226.61 made by Bernie Manor.
Motion seconded by David Shaw. Motion passed unanimously (5-0)

B. Abatement W-UTL-12-17 in the amount of \$ 178.74 for Ryan Tobin of 156 Central street. Customer granted bankruptcy on 4/24/12.No discussion by committee members. Motion to recommend approval of W-UTL-12-17 in the amount of \$ 178.74 made by Bernie Manor.
Motion seconded by David Shaw. Motion passed unanimously (5-0)

9. OTHER BUSINESS-

Chairman Rider noted the town website still listed Ben Nadeau as WUC liaison. This has been corrected.

Valerie Marquez distributed the Town of Hudson Water Utility fiscal year 2014 revenue estimate.

10. REMARKS BY COMMITTEE MEMBERS

- Chairman Jeff Rider: Welcomed Bill Abbott to the WUC.
- Vice-Chairman Bernie Manor: No remarks
- Member Bill Abbott: Glad to be on the WUC.
- Member Leo Bernard: Welcomed Bill Abbott to the WUC.
- Recorder David Shaw: No remarks

11. REMARKS BY SELECTMAN & STAFF

- Selectman Liaison Nancy Brucker: Excused
- Town Engineer Gary Webster:

This is Gary's last WUC meeting as he has retired and will only be working part-time. The town has started performing soil samples at Sparkling River, which is 150 feet from the Merrimack River. The irrigation well used by Sparkling River had large yields and the water line on Webster street is 16".

- Water Utility Clerk Valerie Marquez:

Valerie has been having difficulty finding tenants responsible for water billing and believes the policy should be changed so that property owners' are responsible for tenants that skip out on large water bills, noting that over \$90K in fees were lost due to tenants leaving in the spring before the shut-off period begins. Chairman Rider and Valerie to discuss changing this policy off-line.

12. NEXT MEETING January 16th, 2013 in the BOS meeting room @ 5:00 PM

13. MEETING ADJOURNMENT- Motion by Leo Bernard for adjournment. Motion seconded by Bernie Manor. Motion passed unanimously (5-0). Meeting adjourned at 5:53 PM.

Jeffery S. Rider; Chairman, Hudson Water Utility Committee

Date