



TOWN OF HUDSON

Sewer Utility Committee



Bernie Manor, Chairman Roger Coutu, Selectmen Liaison

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Hudson Sewer Utility Committee Meeting Minutes

Date of Meeting: December 13, 2012

Attendees:

Bernie Manor, Chairman
Don Gowdy
Leo Bernard
Bill Abbott, Alternate
Donna Staffier-Sommers – Administrative Aide

Absent:

Jeff Rider, Vice Chairman
Cathy Valley
Roger Coutu, Selectman's Liaison
Gary Webster, Town Engineer

Guest:

Len Lathrop, Trustee of the Trust Fund

The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, December 13, 2012, at 5:00 pm, in the main meeting room of the Town of Hudson Town Hall. Bernie Manor presided as Chairman. Bill Abbott was seated for Jeff Rider. Secretarial duties were provided by Donna Staffier-Sommers.

The meeting was taken out of order and began with agenda item 7A – New Business. The Committee recognized Len Lathrop of the Trustees of the Trust Funds, who came to discuss the Sewer Utility's trust accounts. The trustees have been pursuing new investment strategies to improve the rate of return on our reserve funds. After explaining how our investments have been performing, the trustees are recommending that these funds be moved into a managed assets account. This type of account has been performing very well, with a better rate of return, and allows the funds to be accessible within a day. This method comes with a greater cost, but the Trustees feel that the gain would be worth it. Members of the committee asked questions and the general consensus was to follow the recommendation of the trustees. The Committee agrees that the trustees are more experienced in overseeing the reserve accounts and have done their due diligence.

The minutes of the previous meeting were read and approved with no corrections required. A motion was made by Leo Bernard to “Accept the meeting minutes for meeting dated November 8, 2012 as presented.” Seconded by Bill Abbott, the motion carried unanimously.

1. Abatements and Waivers

- A. Abatement request S-UTL-13-07, 19 Winnhaven Drive: Bill Abbott moved "To recommend that the Selectmen approve abatement S-UTL-13-07." Seconded by Don Gowdy, the motion carried without discussion.
- B. Abatement request S-UTL-13-08, 12 Sousa Blvd.: Don Gowdy moved “To recommend that the Selectmen approve abatement S-UTL-13-08.” Seconded by Bill Abbott, the motion carried without discussion.

2. Reports

- A. The Treasurers' report dated 10/31/2012 was reviewed by the committee.
- B. The Expenditure report dated 11/30/2012 was reviewed by the committee. Bill Abbott asked if another column could be added to the report that would indicate the percentage of what has actually been paid out on each line item. This would be helpful when reviewing expense accounts with open P.O.’s. Donna will speak to Kathy Carpentier, the finance director and ask if this can be done.
- C. The Revenue report dated 11/30/2012 was reviewed by the committee.

3. Old Business

- A. None

4. New Business

- A. Trustee discussion was taken out of order and reviewed at the beginning of the meeting.
- B. The Oakridge Condo Betterment fee payment process was reviewed. Currently, the betterment fee for the Oakridge development at 109 Belknap Rd., is to be paid “at time of building permit application”. This method has proved to be difficult to follow. It’s been found to be more efficient to collect it at the time the sewer capital assessment fee is paid. Betty has all the individual sewer connection application forms preprinted for the project with both the betterment fee and sewer capital assessment fees listed. Sewer connection cannot be done prior to payment of those fees. Leo Bernard made motion to recommend to the Selectmen “to change the method of collecting the betterment fee for the Oakridge development project from ~~at time of building permit application~~ to at time the sewer capital

assessment fee is paid.” Seconded by Don Gowdy, the motion carried. Bernie and Donna will draft a letter to the Board of Selectmen with the change request.

5. Closing

- A. The next meeting is scheduled for Thursday, January 10, 2013 at 5:00 pm. After closing comments by committee members, the meeting was adjourned at 6:25 pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide