



# TOWN OF HUDSON

## Sewer Utility Committee



Bernie Manor, Chairman

Roger Coutu, Selectmen Liaison

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12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6029 • Fax: 603-598-6481

### Hudson Sewer Utility Committee Meeting Minutes

Date of Meeting: November 8, 2012

**Attendees:**

Bernie Manor, Chairman

Jeff Rider, Vice Chairman

Leo Bernard, Secretary

Don Gowdy

Bill Abbott, Alternate

Donna Staffier-Sommers – Administrative Aide

**Absent:**

Catherine Valley

Roger Coutu - Selectman's Liaison

Gary Webster – Town Engineer

The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, November 8, 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 Catherine Valley. Secretarial duties were provided by Donna Staffier-Sommers. The minutes of the previous meeting were read and approved with no corrections required. A motion was made by Bill Abbott to "Accept the meeting minutes for meeting dated October 11, 2012 as presented." Seconded by Don Gowdy, the motion carried unanimously -Jeff Rider abstained.

#### 1. Abatements and Waivers

A. Abatement request S-UTL-13-04 – 57 Rangers Drive M/L 160-030:

Late filing of the auxiliary meter card used to record outside water use. Abatement requested in the amount of \$115.48 (97 x 1.1905).

Bill Abbott moved "To recommend that the Selectmen approve abatement request S-UTL-13-04." Seconded by Jeff Rider, the motion carried without discussion.

The Committee then took the meeting out of order and reviewed two additional abatements as "new business". These were brought to the table and were not listed on the meeting agenda but are similar to the previous abatement request. Both have the finance director's recommendation to approve.

- B. Abatement request S-UTL-13-05 – 40 Bear Path Lane M/L 185-063:  
Late filing of the auxiliary meter card used to record outside water use. Abatement requested in the amount of \$58.33 (49 x 1.1905).

Don Gowdy moved “To recommend that the Selectmen approve abatement request S-UTL-13-05.” Seconded by Bill Abbott, the motion carried without discussion.

- C. Abatement request S-UTL-13-06 – 15 Scenic Lane M/L 147-001-024:  
Late filing of the auxiliary meter card used to record outside water use. Abatement requested in the amount of \$134.53 (113 x 1.1905). Refund requested.

Jeff Rider moved “To recommend that the Selectmen approve abatement request S-UTL-13-06.” Seconded by Leo Bernard, the motion carried without discussion.

## **2. Reports**

- A. The Treasurers' report dated September 30, 2012 was reviewed by the Committee.
- B. The Expenditure report dated October 31, 2012 was reviewed by the Committee. The Committee doesn't care for the way the report now reads; specifically the % used. The auditors have requested that our P.O.'s be signed off and approved before the bill comes in. The Sewer Utility has been asked to write P.O.'s in estimated amounts for any expected annual purchases or services that will occur in FY 2013. The P.O. will remain open and reduced as each bill is applied against it. The “% used” on the expenditure report reflects amounts spent but now it also appears as if the open P.O.'s are fully expended. This practice throws off the review process by the Committee to see if we are in line with our monthly expenses as budgeted.
- C. The Revenue report dated October 31, 2012 was reviewed by the Committee.

## **3. Old Business**

- A. None

## **4. New Business**

- A. Taken out of order and reviewed under abatements listed above.

## **5. Closing**

- A. The next meeting is scheduled for Thursday, December 13, 2012 at 5:00 pm. After closing comments by Committee members, the meeting was adjourned at 5:45 pm.

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Donna Staffier-Sommers  
Sewer Utility Administrative Aide

