



# TOWN OF HUDSON

## Water Utility Committee



Jeff Rider, Chairman

Nancy Brucker, Selectman Liaison

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### Meeting minutes of June 20, 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 Leo Bernard  
Recorder David Shaw

##### Staff present:

Town Engineer Gary Webster  
Water Utility Clerk Valerie Marquez

Excused: Member David Jelley

Absent: Selectman Ben Nadeau

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

#### 4. ACCEPTANCE OF MINUTES - Minutes of Water Utility Committee from May 16, 2012.

The committee did not have sufficient time to review the meeting minutes from May 2012 meeting. Motion by David Shaw to move item A1 to the July 2012 WUC meeting. Motion seconded by Leo Bernard. Motion passed unanimously (4-0)

#### 5. FINANCIAL STATUS

- A.) Expenditure report, May 2012
- B.) Check register for May 2012
- C.) Cash flow report April 2012

#### 6. OPERATIONS - April 2012 Operations report (PWW)

Motion by David Shaw to accept consent items 5 (Financial Status) and 6 (Operations) in their entirety. Motion seconded by Vice Chairman Bernie Manor. Motion passed unanimously (4-0)

#### 7. OLD BUSINESS

- A) Request for WUC policy and procedures to be reviewed and changed.

The committee reviewed the revised WFIN-0108-Q3 (section III. Financial Operations) as amended by Valerie Marquez in response to WUC feedback from the March 2012 meeting. Valerie also presented examples of current past due and shut-off notices and outlined the collection process to the committee.

After a brief discussion, a motion to recommend Board of Selectman (BOS) acceptance of the policy and procedure changes was made by Leo Bernard. Motion seconded by Vice Chairman Bernie Manor. Motion passed unanimously (4-0)

- B) Update on Weinstein well-

First phase is complete. Second phase (drilling) to start next month. The location of the new well will close to the existing well house, which will allow use of the old well to be used as a back-up in case of emergency. Permitting was not as stringent due to both wells drawing from a common aquifer.

- C) Status of transferring sprinkler & backflow inspections to Plumbing Inspector –  
The town of Hudson will not have a building or plumbing inspector after 6/29 as the current inspector (Blake Miller) is leaving for a full-time position.
- D) Status of over-pressure problem with Hilltop / Woodland heights booster station –  
Massey Fire prevention (<http://www.disasterplanning.com/index.html>) has been contracted to provide the auto-shut-off system for the booster station (PWW was not interested in providing the shut-off). Currently the highway department is checking the pump weekly. A direct telephone line is being used for communication between the fire pump to Pennichuck as well as generator maintenance.
- E) Status of SCADA system at Woodlawn booster station –  
\$7500 allotted for SCADA system at booster station.

## 8. NEW BUSINESS

- A.) Abatement W-UTL-12-09 for Trevor Berrill 8 water Lily Path in the amount of \$384.84  
This is a WUC–filed abatement for the customer due to the account being charged for 3 meters instead of just 1 meter. Motion to recommend the Board of Selectman grant abatement W-UTL-12-09 in the amount of \$384.84 by David Shaw. Motion seconded by Leo Bernard.  
Motion passed unanimously (4-0)

## 9. OTHER BUSINESS

102 Booster station update – The property deed is finalized and the owner is to sign this week. Electronic meters will be installed instead of manual meters due to previous issues with reading meters from meter pit. Neptune meters are preferred by PWW (<http://neptunetg.com/products/meters/high-performance-turbine-20/>)

## 10. REMARKS BY COMMITTEE MEMBERS

Chairman Jeff Rider:	No remarks	Recorder David Shaw:	No remarks
Vice-Chairman Bernie Manor:	No remarks	Member David Jelley:	No remarks
Member Leo Bernard:	No remarks		

## 11. REMARKS BY SELECTMAN & STAFF

Selectman Ben Nadeau: No remarks  
Town Engineer Gary Webster: No remarks

Water Utility Clerk Valerie Marquez: Slow month for shut-offs (only 3 performed).  
8 accounts scheduled for shut-off with 5 being vacant.

**12. NEXT MEETING** July 18<sup>th</sup>, 2012 in the BOS meeting room @ 5:00 PM

**13. MEETING ADJOURNMENT** - Motion by David Shaw for adjournment. Motion seconded by Leo Bernard.  
Motion passed unanimously (4-0). Meeting adjourned at 5:40 PM.

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Jeffery S. Rider; Chairman, Hudson Water Utility Committee

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Date