



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: May 10, 2012

Attendees:

Bernie Manor, Chairman
Jeff Rider, Vice Chairman
Leo Bernard, Secretary
Catherine Valley
Don Gowdy - absent
Roger Coutu - Selectman's Liaison - absent
Gary Webster – Town Engineer- absent
Donna Staffier-Sommers – Administrative Aide

The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, May 10, 2012, at 5:06 pm, in the main meeting room of the Town of Hudson Town Hall. Bernie Manor had not yet arrived, so Jeff Rider was seated as Chairman. The chair was relinquished to Bernie at 5:25pm. Secretarial duties were provided by Donna Staffier-Sommers.

The Trustees of the Trust Funds, Len Lathrop, Ed Duschesne and Harry Schibanoff were guests by invitation of the Committee. The Trustees were in a scheduled meeting at Town Hall and suspended their meeting to attend.

The Committee agreed to take the meeting agenda out of order as a courtesy to the Trustees and discuss Agenda Item 4.

4. Review trust accounts with the Trustees of the Trust Funds

The Trustees provided the Committee with a summary of sewer related funds managed by the Trustees as of March 31, 2012. Len explained that most of the monies are invested in a fixed income fund with current interest rates being very low. Some of the funds are invested in a managed asset account and utilize a money manager to invest. This has a higher rate of return. Overall, interest rates are way down. Len added that many banks have a surplus of money, but have a difficult time providing loans because there are so many regulations. This affects interest rates. Len felt that the recent request of \$892 from the pump station reserve fund was a small amount for the amount of time it takes to process and suggests that the Committee consider requesting funds when they are more substantial.

The Committee thanked the Trustees and agreed that this visit was very informative.

The minutes of the previous meeting were read and approved with minor corrections. A motion was made by Leo Bernard to “Accept the meeting minutes for meeting dated April 12, 2012 as corrected.” Seconded by Jeff Rider, the motion carried unanimously.

1. Abatements and Waivers

- A. No Abatements or waivers

2. Reports

- A. The Treasurers' report dated March 31, 2012 was reviewed by the Committee. Donna explained that many checks shown on the check register were written to sewer users for refunds of overpayments. The auditors prefer that we not carry large credit balances on customer accounts. Donna and Lisa Labrie - Town Accountant, plan to revisit more customer accounts now that the April sewer bill has been sent.
- B. The Expenditure report dated April 30, 2012 was reviewed by the Committee.
- C. The Revenue report dated April 30, 2012 was reviewed by the Committee.

3. Old Business

- A. Balance of capacity – was corrected to 45,840 GPD.

4. New Business

- A. Discrepancy in the abatement process
At our last meeting, Jeff Rider recommended that the Committee review the sewer abatement policy. The Hudson Town Code differs from the Sewer Utility Policy manual. The Town Code states that the customer is *required* to pay the disputed bill prior to abatement request and the policy book, section N -3B indicates that the customer is *not required* to prepay the bill.

The Committee feels the requirement to prepay a bill could be a hard ship to someone who receives a large disputed bill.

Jeff Rider made motion to recommend to the Board of Selectman “to change Town Code 270 - Section 10 paragraph D -Abatement procedure to read:

‘the contested bill does not need to be paid prior to filing an Abatement request’

in place of

‘no application shall be deemed complete, or shall be accepted and filed, unless the property owner has paid the disputed bill and attached a true copy of the receipted bill to the application for abatement’”

Leo Bernard seconded the motion with Bernie Manor in agreement and Catherine Valley abstained.

B. Gary received a response from DES on April 13, 2012 stating that DES cannot accommodate the grant request for the Ottarnic Pond project at this time. Gary will continue to follow up each year. Cathy Valley suggested asking the Town Attorney to review. Bernie will speak to Gary to find out who initiates this request to the Board of Selectmen.

C. Nashua Wastewater Treatment Plant (NWWTP) – Changes to new permit

Jeff attended a meeting recently where new regulations were discussed regarding sewer treatment plants and changes to be made to new permits. He provided a copy of the handout he received to the Committee. When the City of Nashua's wastewater permit (NPDES) is renewed, Hudson and other towns will become co-permittees with Nashua and be required to follow certain guidelines. The Committee plans to provide a copy of the handout to Jess Forrence – Highway Supervisor and invite him to the next meeting to discuss how this will affect his current sewer operations and maintenance program.

5. Closing

A. In closing, Donna informed the Committee that the City of Nashua is planning to bond some of the large projects planned for the treatment plant. This will reduce our share of expenditures anticipated for FY13. Bernie mentioned that Bill Abbott is considering applying as an alternate to the Committee.

B. The next meeting is scheduled for Thursday, June 14, 2012 at 5:00 pm.
A motion was made by Leo Bernard and seconded by Jeff Rider to adjourn the meeting at 6:20pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide