

## Approved Hudson Sewer Utility Committee Meeting Minutes

Date of Meeting: November 13, 2008

### Attendees:

William Abbott, Chair  
Catherine Valley, Vice Chairman  
Don Gowdy,  
Bernie Manor  
Craig T. Bailey, Secretary  
Roger Coutu - Selectman's Liaison ABSENT  
Gary Webster – Acting Town Engineer



The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, November 13, 2008 at 5:30 pm, in the main meeting room of the Town of Hudson Town Hall. The Chairman William Abbott being in the chair. Secretarial duties were provided by Craig T. Bailey. The minutes of the previous meeting were read and approved with no corrections required. A motion was made by Don Gowdy to "Accept the meeting minutes for meeting dated October 9, 2008 as presented." Seconded by Catherine Valley, the motion carried unanimously.

### 1. Abatements and Waivers

There were no Sewer Abatements submitted to the Sewer Utility.

### 2. Notice of Sewer Acceptance

SEWER ACCEPTANCE of Ottarnic Pond: The sewer has been completed, and as November 13, 2008 the as-built survey had been completed. Testing will occur Thursday, November 20 2008 at 1:00 pm. Bernie Manor moved "to recommend to the Selectman to accept the sewer as presented." Seconded by Don Gowdy, the motion carried unanimously without discussion.

### 3. Reports

The Treasurers' report dated 10/21/2008 was reviewed by the committee. It was noted by the SUC that a copy of the check register was included in the report, and the SUC was very pleased with this.

The Expenditure Report dated 11/13/2008 was reviewed by the committee. Some discussion was had regarding the planned annual expenditures, such as postage, which is currently at 90%. This postage expense is assumed to be an annual "upload" to the postage meter, and the postage meter will debit accordingly for all mailings, similar to the Operation and maintenance, and sewer grate line items.

The Revenue report dated 11/12/2008 was reviewed by the committee. Some discussion was had regarding the "Use of the Sewer Fund Balance" line item. The committee was discussing the fact that this line isn't actual "revenue," but in actuality this is used to balance the overall annual budget, and indicates that the annual expenses are roughly \$350,000 higher than the expected annual revenue. This is the reason the SUC had recommended to the Select Board previously to increase sewer rates and rental rates.

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#### **4. "Old Business"**

A. Balance of capacity: Unchanged at 60,403 GPD. The sewer allocation spreadsheet needs to be updated, based on the research done by Donna to recover the allocated flow. Discussion was had whether the flow allocation is attached to the property or is it attached to the property owner.

B. Ottarnic Pond: The CBG Grant has begun payout to the Town, but Gary Webster has big concerns regarding the grant money. Apparently the bid cost estimate which was approved did not include the 10% commission to the Grant Writer. This 10% fee amounts to approximately \$35,000. The current balance of the project is roughly \$466,723. Gary Webster, acting town engineer, will update the overall project finance balance sheet, and tabulate the time the Engineering Department has spent on the project to date.

C. Sewer Capital Assessment Rate Analysis: Steve Malizia has completed an approximate total replacement value of the sewer system analysis. The analysis included 54 miles of sewer line, at an estimated \$180/foot total = \$50 million. The SUC is still uncertain of this matter.

D. Budget review: The budget that is being sent to the budget committee was reviewed by the SUC. With no comments by the SUC, the budget will go to the budget committee.

#### **5. New Business**

A. The new library has yet to apply to the SUC for a flow allocation.

B. Informational items: The Nashua Waster Water Treatment Plant was contacted by the Town of Hudson regarding additional capital expenditure.

C. The 3-year terms of two members of the Sewer Utility Committee; Bernie Manner and Craig Bailey, will conclude on December 31, 2008. If members wish to continue volunteering, updated volunteer information forms must be completed and submitted to the Select Board for consideration.

D. the SUC will meet next in the lower planning meeting room of the Hudson Town Hall, but the meeting location will be officially posted in the proper time.

After closing comments by committee members, the meeting was adjourned at 7:00 pm.

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Craig T. Bailey, Secretary