

Approved Hudson Sewer Utility Committee Meeting Minutes

Date of Meeting: October 9, 2008

Attendees:

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

The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, October 9, 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 minor corrections required. A motion was made by Catherine Valley to "Accept the meeting minutes for meeting dated September 11, 2008 as corrected." Seconded by Bernie Manor, the motion carried unanimously.

1. Abatements and Waivers

Don Gowdy moved "To recommend that the Selectmen approve the abatement S-UTL-09-06." Seconded by Bernie Manor, the motion carried unanimously after some discussion. The Sewer Utility Committee has concerns that this issue has occurred in the past, and continues to occur.

2. Reports

The Treasurers' report dated 09/25/2008 was reviewed by the committee. Selectman Coutu had questions about the large jump in expenditures from July to August.

The Expenditure Report dated 10/02/2008 was reviewed by the committee, and some discussion was had by the committee, as the committee would like to have a report of the vendors paid from the Sewer Checkbook. The expenditure report shows most expense categories at 20%-30% expended. As this report is reporting the end of the quarter, these categories should be roughly 25%. Hopefully the end of next quarter the categories will balance out to roughly 50% expended.

The Revenue report dated 10/02/2008 was reviewed by the committee. The revenue report also should be approximately 25%, but it is at only 17% collected. The committee also has concerns that the sewer capitol assessment interest is only 0.247% collected. Sewer consumption and base charges are right on target.

A motion was made by Craig T. Bailey "to invite the Finance Director to a regular monthly meeting of the Sewer Utility Committee, and review the treasurers' report, and how the SUC should be reading and using this information." Seconded by Catherine Valley, the motion passed unanimously, although Selectman Coutu did not agree with the committee's position.

3. "Old Business"

A. Balance of capacity - unchanged at 60,403 GPD. Gary Webster indicated we will be asked for additional flow for the expanded assisted living facility "Fairview Nursing Home." Discussion was had by the SUC that the sewer flow balance report must be updated according to the research that the Engineering Department has completed when they were tasked with finding available flow, after a recent

allocation request of 100,000 GPD. Gary will update the flow sheet. Through the research, it was found that of all the original flow allocations permitted, no user was ever charged, therefore the Town does not need to "buy" any of it back.

B. Entegris – the selectmen and Entegris have come to an agreed upon sewer capital assessment rate. And it appears that Entegris is coming to Town, and will remit the agreed upon price, based on the following formula: Full rate for the first 50,000 GPD, and then 50% for the next 50,000 GPD.

C. Ottarnic Pond – The sewer is in, and the Sewer As-Built plans are being prepared. The individual units are not connected to the main yet. Clough Harbors, the engineering firm has been difficult to work with, as billing and invoicing has been challenging.

D. Sewer Capitol Assessment Rate: The proposed rate that Chairman William Abbott has prepared has been reviewed by Tom Sommers, and the suggestion has been made to use the Average Flow, instead of the Peak flow in determining the assessment value. Some discussion was had regarding the fact that the sewer cap. Assessment fee is based on the summed expenses up to 1987, and then the depreciation occurs. The discussion was whether the fee should be based on actual expenses, instead of the costs from 1987. The committee will continue to work on this formula, as there does not appear to be an emergency in this issue.

New Business:

- A. The budget: The department head requests were reviewed by the committee, and the proposed budget items under sewer billing/collection were agreed to as shown. Under operations and maintenance, those items were also agreed to.
- B. Bernie manor moved to pay the invoice to Tom Sommers, for professional services rendered to the SUC, seconded by Catherine Valley, the motion passed unanimously.
- C. The meeting room has been changed for December 11; some discussion was had whether the meeting can be held in a private residence. The community center might be available; also the recreation building might be available.
- D. The Nashua Sewer Plant is offering a plant visit to the SUC.

After closing comments by committee members, the meeting was adjourned at 7:55 pm.

Craig T. Bailey, Secretary