

Approved Hudson Sewer Utility Committee Meeting Minutes

Date of Meeting: 04/10/2008

Attendees:

William Abbott, Chair

Don Gowdy

Bernie Manor

Craig T. Bailey, Secretary

Roger Coutou - Selectman's Liaison

The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, April 10th, 2008 at 5:30 pm, in the main meeting room of the Town of Hudson Town Hall. William Abbot, Chairman 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 needed, but after some discussion; the committee prefers the minutes to include the name of the "seconder" to motions.

1. Abatements and Waivers

Discussion was had regarding the following abatements:

S-UTL-08-14, S-UTL-08-15, S-UTL-08-16, S-UTL-17, S-UTL-08-18. The discussion was centered around the "Access Only" fee. See Sewer Utility Policies and Procedures Pg. III-5.

Don Gowdy moved to "Recommend that the Selectman not approve abatements S-UTL-08-14, S-UTL-08-15, S-UTL-08-16, S-UTL-08-17, S-UTL-08-18." Seconded by Bernie Manor. After minor discussion the motion passed unanimously.

2. Reports

The Treasurers' report dated 03/19/2008 was reviewed by the committee. Some discussion was had regarding the ending balance, and members expressed some concern about cash flow. William will meet with Kathy Carpentier.

The Expenditure Report dated 04/04/2008 was reviewed by the committee.

The Revenue report dated 04/04/2008 was reviewed by the committee.

3. "Old Business"

Balance of capacity – reduced to 62,403 GPD since the connection of 16 Scenic Lane.

Ottarnic Pond Update: The acting Town Engineer, Gary Webster has submitted an updated schedule for the pump station construction. Current expected schedule calls for the pump to be installed by the end of July, 2008.

4. New Business

Sewer Rate discussion: The old method of rate determination was based on a piece of software that used to reside on the "VAX" system. The "VAX" system has been decommissioned, and the sewer rate software has not been replaced. William Abbott has begun a spreadsheet to try and understand the rate setting process. William will meet with Kathy Carpentier on this issue.

The committee reviewed the draft "Frequently Asked Questions" that was prepared by the Sewer Utility Clerk Donna Staffier-Sommers. The committee feels the FAQ will make a good addition to the Town of Hudson website.

The Trustees of the Trust fund statement was reviewed by the committee.

Bernie Manor offered to meet the Finance Director with William Abbott to discuss the apparent reduction of funds in the Sewer Utility Fund.

Some discussion was held regarding possibly moving the normal meeting time. Possibly move the meeting to the Second Wednesday of the month at 7 pm.

Some Town of Hudson Highway Department photographs and digital movies were viewed by the committee.

After closing comments by committee members, the meeting was adjourned at 7:09 pm.

Craig T. Bailey, Secretary