



TOWN OF HUDSON

Municipal Utility Committee

David Shaw, Chairman

Marilyn McGrath, Selectmen Liaison



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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: January 21, 2020

Member Attendees:

David Shaw, Chairman

Chelsea Prindiville, Vice Chairman

Bill Abbott

Dawn Lavacchia

Elvis Dhima, Town Engineer

Donna Staffier-Sommers – Administrative Aide

Absent:

Dalton Perry

Marilyn McGrath, Selectmen Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, January 21, 2020 at 7:04 pm, in the Board of Selectmen meeting room at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

1. Acceptance of minutes

The minutes of the December 17, 2019 Municipal Utility Committee meeting were reviewed.

A motion was made by Bill Abbott to “accept the meeting minutes for meeting dated December 17, 2019, as corrected.” Chelsea Prindiville seconded. Motion carried.

2. Financial Status – Water Utility

A – C. The Expenditure and Revenue reports for December and the Cash Flow report for November 2019 were reviewed with minor comments. Bill Abbott inquired as to why the selected year amount was different than the grand total on the expenditure

report. Elvis thinks it has something to do with encumbrances. Dawn explained the method used in the report. (YTD + Encumbered ÷ Net budget = % used)

D. The White Water monthly operations report for December was missing from the packet so it will be reviewed at the next meeting.

3. Old Business- Water Utility

A. Water Utility Rules & Regulations

Elvis explained the changes made after the last meeting and reviewed the updated services charges.

Motion was made by Bill Abbott; second by Chelsea Prindiville “to recommend the Board of Selectmen approve the current revision of the Water Utility Rules & Regulations.” Motion carried.

Motion was made by Chelsea Prindiville; second by Dawn Lavacchia “to recommend a review of the Water Utility Rules & Regulations every five years.” Motion carried.

4. New Business – Water Utility

A. Abatement W-UTL-20-01- Garneau- 13 Hickory St m/l 203-105 #3501810702

A \$125.00 disconnection fee was billed in July 2019 but then was billed again in 6 more monthly bills. Request abatement of \$750.00 (6 x \$125.00).

Motion made by Bill Abbott; second by Chelsea Prindiville “to recommend approval of abatement W-UTL-20-01 in the amount of \$750.00 for the reason given.” Motion carried.

5. Financial Status – Sewer Utility

A. The Expenditure and Revenue reports for December and the Cash Flow report for November were reviewed with minor comments.

B. The balance of capacity is at 69,500 gpd.

6. Old Business – Sewer Utility - None

7. New Business – Sewer Utility - None

9. Informational – 2019 Annual report submission

10. Remarks by Selectman, members and staff -

Dave extended a welcome to our newest member, Dawn Lavacchia.

Dave and Chelsea are unable to attend the February meeting so Bill Abbott will fill in as chairman.

The next meeting is scheduled for February 18, 2020 at 7:00 pm.

Motion by Bill Abbott; second by Dawn Lavacchia to adjourn the meeting at 7:45 pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide