



TOWN OF HUDSON

Municipal Utility Committee

David Shaw, Chairman Marilyn McGrath, Selectmen Liaison



12 School Street • Hudson, New Hampshire 03051 • Tel: W- 603-886-6002/ S- 603-886-6029 • Fax: W-603-881-3944 / S -603-598-6481

Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: July 21, 2020

Member Attendees:

David Shaw, Chairman
Chelsea Prindiville, Vice Chairman
Dawn Lavacchia
Elvis Dhima, Town Engineer
Marilyn McGrath, Selectman Liaison
Donna Staffier-Sommers – Administrative Aide

Absent:

Bill Abbott- excused
Dalton Perry

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, July 21, 2020 at 7:07 pm, at the Hudson Community Center 12 Lions Ave Hudson, NH. Secretarial duties were provided by Donna Staffier-Sommers.

This is the first time the Committee has met since the start of the Covid 19 pandemic in March and the required safety practices were followed. We did not have a quorum to have the February meeting.

1. Election of officers

The first order of business was elections. Dave and Chelsea had both been reappointed to the Committee by the Selectmen and Selectman McGrath swore them in prior to the start of the meeting.

Chelsea Prindiville made motion to nominate David Shaw as chairman; Dawn Lavacchia seconded. Motion carried

David Shaw made motion to nominate Chelsea Prindiville as Vice Chairman, Dawn Lavacchia seconded. Motion carried.

2. Acceptance of minutes

The minutes of the January 21, 2020 Municipal Utility Committee meeting were reviewed.

A motion was made by Chelsea Prindiville to “accept the meeting minutes for meeting dated January 21, 2020.” Dawn Lavacchia second. Motion carried.

3. Financial Status – Water Utility

A – C. The Expenditure and Revenue reports for January through June 2020 and the Cash Flow reports for December 2019 through June 2020 were reviewed with minor comments.

D. The White Water monthly operations reports for December 2019 through June 2020 were reviewed. Dawn said the numbers look off, an example being the hydrants. Elvis stated that the contract covers ALL of the hydrants though the original number count was smaller. More hydrants have been added over the year and the contract covers all. Dawn also pointed out that Appendix A & B do not match the bar graphs given.

E. Kathy Carpentier, Finance Director provided a copy of the BOS approved request of funds from the Trustees to reimburse the Water Utility for monies spent on Water Utility capital improvements from the Capital Reserve Funds for capital repairs and infrastructure. The total request was in the amount of \$188,389.97.

F. A copy of the clearing interfund (water to general fund) was provided.

4. Old Business- Water Utility - None

5. New Business – Water Utility

A. Mansfield Drive water acceptance map 147 lot 24 and sub lots 1-7

The Committee was presented with a water main acceptance servicing 8 lots in this development and a fire hydrant.

Motion made by Chelsea Prindiville; second by Dawn Lavacchia “to recommend acceptance of 950 linear feet of 8” main along Mansfield Drive servicing map 147 lot 24 and sub lots 1-7 along with one fire hydrant.” Motion carried.

6. Financial Status – Sewer Utility

- A-C. The Expenditure and Revenue reports for January through June 2020 and the Cash Flow reports for December 2019 through June 2020 were reviewed with no comments.
- D. The balance of capacity is at 69,500 gpd. to be revised.
- E. Kathy Carpentier provided a copy of the BOS approved request of funds from the Trustees to reimburse the Sewer Utility for monies spent on Hudson’s share of capital expenses of the Nashua wastewater treatment plant from the Nashua Wastewater Treatment Plant Capital Reserve Fund. The total request was in the amount of \$285,681.59.
- F. A copy of the clearing interfund (sewer to general fund) was provided.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility

- A. Sewer allocation balance revision

Elvis presented the Committee with an updated sewer allocation revision based on an average of existing discharge and reserves for undeveloped land. This has not been updated since 2016 and offers a significant increase in allocation available at .421 MGD. He recommends a conservative 50% reduction of that at 210,500 gallons per day.

Motion made by Dawn Lavacchia; second by Chelsea Prindiville “to recommend the Board of Selectmen revise the available sewer allocation from 69,500 to 210,500 gallons per day.” Motion carried.

- B. Abatement S-CAP-20-01- Metivier 7 Linden St m/l 197-190-002

Applicant requests abatement of sewer capital assessment charges in the amount of \$774.83. An assessment was recorded on their property on 2/20/1991 in the amount of \$2324.47 based on the number of potential bedrooms (3 x \$774.82). The builder paid for one finished bedroom

8/24/1989 in order to get permits and the other bedrooms were to be paid for as they were finished. The Metivier's state they purchased the home on 10/27/1989 as a two bedroom home and that the builder should have been responsible for paying for the second bedroom @ \$774.83. They recently paid \$1549.65 for the two bedrooms to release the assessment and now request reimbursement of the \$774.83 charge for the second bedroom.

Motion made by Chelsea Prindiville; second by Dawn Lavacchia "to recommend the Board of Selectmen approve abatement S-CAP-20-01 in the amount of \$774.83 for the reasons given." Motion carried.

C. Mansfield Drive sewer main acceptance Map 147 Lot 24 & sub lots 1-7

The Committee reviewed the sewer acceptance application for this 8 lot subdivision.

Motion made by Dawn Lavacchia; second by Chelsea Prindiville "to recommend acceptance by the Board of Selectmen of approximately 900 linear feet of 8" sewer main along Mansfield Drive servicing map 147 Lot 24 and sub lots 1-7 along with 8 sewer manholes. Motion carried.

9. Informational

The 2020 annual audit report was reviewed and completed by the Committee for the auditors.

10. Remarks by Selectman, members and staff -

Elvis discussed potential changes to our current water ban by changing it from volunteer to mandate and also a tier system.

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

Motion by Chelsea Prindiville; second by Dawn Lavacchia to adjourn at 8:14 pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide

