



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: September 22, 2020

Member Attendees:

David Shaw, Chairman

Chelsea Prindiville, Vice Chairman

Dawn Lavacchia

Donna Staffier-Sommers – Administrative Aide

Absent:

Bill Abbott- excused

Elvis Dhima, Town Engineer

Marilyn McGrath, Selectman Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was scheduled for Tuesday, September 15, 2020 at 7:00 pm, in the Buxton meeting room at Hudson Town Hall, 12 School Street Hudson, NH. but was postponed to Tuesday, September 22, 2020 because there was not a quorum. Secretarial duties were provided by Donna Staffier-Sommers.

1. Acceptance of minutes

The minutes of the August 18, 2020 Municipal Utility Committee meeting were reviewed.

A motion was made by Chelsea Prindiville to “accept the meeting minutes for meeting dated August 18, 2020 as written.” Dawn Lavacchia second. Motion carried.

2. Financial Status – Water Utility

A – C. The Expenditure and Revenue reports for August 2020 and the Cash Flow report for July 2020 were reviewed with no comments.

D. The White Water monthly operations report for August 2020 was reviewed. Dawn noticed that the dig safe numbers shown in the report don't match what is shown in the chart listing quantifiable items, Appendix A. The report states 229 of 1200 completed and the chart lists 229 of 1190 completed.

3. Old Business- Water Utility - None

5. New Business – Water Utility

A. FY 2022 Water Utility Budget discussions

The budget request currently lists few changes over last year. One significant item is the funding for the design/built approach of the Marsh Road Booster Station upgrade at \$100,000. Some of the cost impact of this budget is offset by reductions to other line items keeping the overall budget request close to that of FY 2021. There may be more changes made prior to the Board of Selectmen review on October 20, 2020.

6. Financial Status – Sewer Utility

A-C. The Expenditure and Revenue reports for August 2020 and the Cash Flow Report for July 2020 were reviewed.

D. The balance of capacity is at 210,500 gpd.

7. Old Business – Sewer Utility - None

8. New Business – Sewer Utility

A. Abatement S-UTL-21-02 Intervala 33 Constitution Dr. m/l 170/036 #6518

Applicant requests an abatement of sewer charges on the basis of late filing of an auxiliary meter card used to record outside water use. Request abatement of \$97.62 (82 x 1.1905).

Motion made by Dawn Lavacchia; second by Chelsea Prindiville “to recommend the Board of Selectmen approve abatement S-UTL-21-02 in the amount of \$97.62 for the reason given.” Motion carried.

B. Abatement S-UTL-21-03 Town/Turbo Realty 17 Tolles St m/l 173/018 #3942

Unknown to the Sewer Utility, lot 18 merged with lot 22 (17 Tolles merged with 15 Tolles St) on 4/17/18 and a sewer access fee of \$23.93 continued to be billed to both lots. Unpaid bills became liens in 2019 and 2020 in addition to a July bill in FY2021. Total abatement request is \$306.62 for all charges billed to 17 Tolles St. after 4/17/18. (2019 sewer lien \$168.84) + (2020 sewer lien \$113.71) + (FY2021 \$24.07).

Motion made by Chelsea Prindiville; second by Dawn Lavacchia “to recommend the Board of Selectmen approve abatement S-UTL-21-03 in the amount of \$306.62 for the reason given.

C. FY 2022 Sewer Utility Budget discussions

The Sewer budget request has minimal updates at this time and we have not received the anticipated expenses for the Nashua Wastewater treatment plant as of yet. The budget for this item is currently the same as FY 2021 at \$675,000. Donna will reach out to them to see if this will be forthcoming.

The Committee voted to send a memo to the Board of Selectmen to request funding the VacCon truck capital reserve fund with \$30,000. \$15,000 to come from the sewer fund and \$15,000 to come from the Town general fund. This has to be placed in a warrant article.

A motion was made by Chelsea Prindiville; second by Dawn Lavacchia “to request the Board of Selectmen include a warrant article to fund the VacCon Truck Capital Reserve Fund with \$30,000; \$15,000 to come from the sewer fund and \$15,000 to come from the general fund”.

9. Informational –

The Budget schedule was provided and noted that Dave will go before the Board of Selectmen, along with Elvis, on October 20, 2020 to present the FY 2022 Water and Sewer Budget requests. Because the Municipal Utility Committee meeting is scheduled for the same night, Chelsea will take over chair duties for Dave.

10. Remarks by Selectman, members and staff - None

The next meeting is scheduled for October 20, 2020 at 7:00 pm. and will be held in the Buxton meeting room.

Motion by Dawn Lavacchia; second by Chelsea Prindiville to adjourn at 7:38 pm.

Donna Staffier-Sommers
Sewer Utility Administrative Aide