



# 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 -603-816-1294

### Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: November 15, 2022

Member Attendees:

Dave Shaw, Chairman

Dawn Lavacchia, Vice Chairman

Bill Abbott

Dan O'Brien

David Leary

Staff:

Barbara O'Brien, Water Utility

Donna Staffier-Sommers – Administrative Aide

Public: Karl Huber - 23B Clearview Circle Hudson, NH

Absent: excused

Marilyn McGrath, Selectman Liaison

Elvis Dhima, Town Engineer

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, November 15, 2022 at 7:00pm in the Board of Selectmen Meeting Room at Hudson Town Hall, 12 School Street Hudson, NH. Donna Staffier-Sommers provided secretarial duties.

Karl Huber is considering applying for the alternate position on this Committee and was recognized by the Chairman. He proceeded to tell the Committee a little about himself. He recently moved to Hudson from Dunstable MA. and wants to get involved in his new community. He has a background in water and sewer and is familiar with Whitewater, the company that handles the operation and maintenance of the Water Utility for the Town.

#### 1. Acceptance of minutes

The minutes of the October 18, 2022 Municipal Utility Committee meeting were reviewed with no comment.

Motion made by Bill Abbott; second by Dave Leary to “accept the meeting minutes for meeting dated October 18, 2022 as written.” Motion carried. David Shaw abstained.

**2. Financial Status – Water Utility**

A – B. The Expenditure and Revenue reports for October 2022 were reviewed. Bill Abbott questioned line 5592-411 Computer Equipment being so high at \$190,000. This is budgeted for the SCADA system buildup from phone lines/wireless to wireless radio towers communications/installation & execution at the pump stations.

C. Cash flow report hasn’t been updated since July and is not included in this packet.

D. The White Water monthly operations report for October was reviewed. There was discussion about seasonal meters and the difference between them and deduct/auxiliary meters.

**3. Old Business- Water Utility - None**

**4. New Business – Water Utility**

A. Each member received a hard copy of the Water Utility Rules & Regulations. Because the Rules & Regulations were approved in 2020 by the Board of Selectman and are somewhat current, it was decided to review them at home, highlight changes, note questions and bring them for discussion to the next meeting.

Bill Abbott and Dave Leary reported that they were not able to view the policies at our website without first downloading them. Donna and Barbara will look into it and see if it can be set up differently.

**5. Financial Status – Sewer Utility**

A-B The Expenditure and Revenue reports for October were reviewed. Bill asked about line 5561-216 deeds/legal doc. This line covers recording and releasing sewer liens and deeds at the Registry of Deeds.

C. Cash Flow report hasn’t been updated since July and is not included in this packet.

**6. Old Business – Sewer Utility - None**

**7. New Business – Sewer Utility**

**A. Abatements**

**1. S-UTL-23-05 (10/31/22) McGrath 2 Manny Ct M/I 140/034/000 #5358**

Customer requests abatement of sewer charges on the basis of late filing of a deduct meter card used to record outside water use. Request abatement in the amount of \$83.34 (70 x 1.1905).

Motion made by Dawn Lavacchia; second by Dave Leary “to recommend the Board of Selectmen grant abatement S-UTL-23-05 in the amount of \$83.34 for the reason given.”

Motion carried.

- B.** Each member of the Committee received a hard copy of the Sewer Policies & Procedures. This has not been updated in some time. After some discussion, the Committee decided to review Chapter 1 & 2, up to page II-8, prior to the next meeting. They will highlight changes and bring questions for review and discussion.

**8. Informational – None**

**9. Remarks by Selectman, members and staff**

Barbara reported that water shuts off are tomorrow, November 16, 2022 and there are 5 accounts listed at this time. This will be the last shut off until spring.

The Committee wished all a very happy Thanksgiving!

The next meeting is scheduled for December 20, 2022 at 7:00 pm. in the Board of Selectmen meeting room at Town Hall.

Motion by Bill Abbott; second by Dan O’Brien to adjourn at 7:49 pm. Motion carried.

---

Donna Staffier-Sommers  
Sewer Utility Administrative Aide

