



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: October 17, 2023

Member Attendees:

Dave Shaw, Chairman
Bill Abbott
Dan O'Brien
David Leary
Karl Huber- Alternate

Staff:

Barbara O'Brien, Water Utility
Donna Staffier-Sommers – Sewer Utility

Absent- excused:

Elvis Dhima, Town Engineer
Marilyn McGrath, Selectman Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, October 17, 2023 at 7:00pm in the Buxton Meeting Room at Hudson Town Hall, 12 School Street Hudson, NH. Donna Staffier-Sommers provided secretarial duties.

The meeting scheduled for September 19, 2023 was postponed.

The Committee received the resignation of member, Dawn Lavacchia with regret and with thanks and appreciation for her service and the invaluable knowledge and contributions she brought to the Committee.

Karl Huber sat in the newly vacated position. The Committee sent a request to the Board of Selectmen for consideration in appointing Karl to the open, full member position.

1. Acceptance of minutes

The minutes of the August 15, 2023 Municipal Utility Committee meeting were reviewed.

Motion made by Dan O'Brien; second by Dave Leary to "accept the meeting minutes for meeting dated August 17, 2023, as written." Motion carried.

2. Financial Status – Water Utility

A – C. The Expenditure & Revenue Reports for August & September and Cash Flow report for August 2023 were reviewed with minor discussion regarding those using a third party bill pay service to pay their water and sewer bills and the irregular dates we receive the checks.

D. Whitewater Operations Reports for July, August & September 2023 were reviewed.

Bill Abbott had questions about some of the language shown on page 7 regarding the Weinstein well and the Wason Rd. pump station. We will forward these questions to the Town Engineer, Elvis Dhima.

Karl requested to have Elvis, or someone from Whitewater, attend a meeting to answer Committee questions about the Whitewater reports.

Elvis stopped by to see the Committee after attending the budget presentations at tonight's Board of Selectmen meeting and answered Committee questions. The Committee also noticed some repeated information on multiple monthly Whitewater reports. May be ongoing projects.

3. Old Business- Water Utility - None

4. New Business – Water Utility

A. Abatements

1. W-UTL-23-01 Town / MacThompson Realty 48 Lowell Road

The Town requests an abatement of Water Utility charges in the amount of \$322.10 for an in house error. The 4" meter charge was billed when there is no longer a meter there. The building was demolished.

Bill Abbott made motion; second by Dan O'Brien "to recommend the Board of Selectmen grant abatement W-UTL-23-01 in the amount of \$322.10 for the reason given."

Motion carried.

5. Financial Status – Sewer Utility

A-C The Expenditure & Revenue reports for August & September and Cash Flow report for August 2023 were reviewed with no comments.

6. Old Business – Sewer Utility

The Committee reviewed the Sewer Policy book section III.I –P.
The following are noted items:

- Throughout the book, "Municipal Utility Committee" to replace "Sewer Utility Committee" and "Sewer Utility Administrative Aide" to replace "Sewer Utility Clerk," where listed.
- Section I. Capital Reserve Accounts
The Vaccon Truck Replacement Capital Reserve Fund established 3/14/2006 needs to be added to the list of Capital Reserve Accounts.
- Section K. Roadway Cost Policy
Minor spelling correction in Item 4- page III-19
- Committee requests updated Exhibits 15 & 16. There are related to Capital Improvements and are from the 1990's.
- Section N. Abatements
Item 6. Minimum abatement

The Committee to request an increase of the minimum abatement request to \$25.00 from the current \$15.00.

The Committee plans to review Section IV at the next meeting.

5. New Business – Sewer Utility -

A. Abatements

1. S-UTL-24-04 Superior 2 Harvest View Circle m/l 137-004-000 Acct#5641

The applicant requests abatement of sewer utility charges on the basis of late filing of an auxiliary meter card used to record outside water use. Request abatement of \$30.95 (26 x 1.1905).

Motion made by Dan O'Brien; second by Bill Abbott "to recommend the Board of Selectmen approve abatement S-UTL-24-04 in the amount of \$30.95 for the reason given." Motion carried.

9. Informational - None

10. Remarks by Selectman, members and staff - None

The next meeting is scheduled for Tuesday, November 21, 2023 at 7:00 pm. in the Board of Selectmen meeting room at Town Hall.

Motion by Dan O'Brien; second by Dave Leary to adjourn at 8:55pm. Motion carried.

Donna Staffier-Sommers
Sewer Utility Administrative Aide