



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: February 20, 2024

Member Attendees:

Dave Shaw, Chairman
Dan O’Brien
David Leary

Staff:

Elvis Dhima, Town Engineer
Barbara O’Brien, Water Utility
Donna Staffier-Sommers, Sewer Utility

Absent- excused:

Karl Huber
Marilyn McGrath, Selectman Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, February 20, 2024 at 7:00pm in the Board of Selectman Meeting Room at Hudson Town Hall, 12 School Street Hudson, NH. Donna Staffier-Sommers provided secretarial duties. The meeting scheduled for January 16, 2024 was cancelled due to a light agenda.

1. Acceptance of minutes

The minutes of the December 19, 2023 Municipal Utility Committee meeting were reviewed.

Motion made by Dave Leary; second by Dan O’Brien to “accept the meeting minutes for meeting dated December 19, 2023, as written.” Motion carried.

2. Financial Status – Water Utility

- A – C. The Expenditure, Revenue Reports and Cash Flow reports for December 2023 and January 2024 were reviewed with no comments.
- D. Whitewater Operations Report for December 2023 was reviewed with no comments.
- 3. **Old Business- Water Utility** - None
- 4. **New Business – Water Utility**

- A. Abatements

- W-UTL-24-01 Town/Lechner 21 Mallard Drive Acct #3506095203

- Applicant (Town) requests an abatement of sewer charges in the amount of \$323.40. The water meter was replaced and a back billing amount was charged in addition to the amount billed resulting in a double billing.

- Motion made by Dan O’Brien; second by Dave Leary “to recommend the Board of Selectmen approve abatement W-UTL-24-01 request in the amount of \$323.40 for the reason given.” Motion carried.

- B. Water main acceptance Garden Circle- map 182 lots 3-1 through 3-9

- The Town Engineer presented a request for a water main acceptance to the Committee. This includes approximately 700 linear feet of 8 inch main along Garden Circle and one fire hydrant. This has been approved and recommended by the Town Engineer and the Public Works Director.

- Motion made by Dan O’Brien; second by Dave Leary “to recommend the Board of Selectmen approve the water main acceptance servicing Garden Circle map 182 lots 3-1 through 3-9 with 700 lf of 8 inch main and one fire hydrant.” Motion carried.

- 5. **Financial Status – Sewer Utility**

- A-C The Expenditure, Revenue and the Cash Flow reports for December 2023 & January 2024 were reviewed with minor questions.

- 6. **Old Business – Sewer Utility**

- The Committee is continuing efforts to review the sewer policy book. Tonight’s review is Section V. Engineering - Design/Construction/Inspection.

When complete, the appendix and exhibit reference numbers are to be updated, if needed. Any reference to the SUC is to be changed to the MUC and remove reference of the Sewer Utility Coordinator.

The list of t.v'd. sewer lines is to be removed as an appendix. This was an old method used of videotaping sewer lines and storing them. Now, there is equipment to video each line when needed. The Committee would like to also include a copy of the state and Town guidelines as Exhibits and a copy of a sewer tie. The Sewer Atlas has been replaced with computerized GIS.

7. New Business – Sewer Utility

A. Sewer main acceptance Garden Circle- map 182 lots 3-1 through 3-9

The Town Engineer presented a request for a sewer main acceptance to the Committee. This includes approximately 700 linear feet of 8 inch sewer main along Garden Circle and 11 sewer manholes. This has been approved and recommended by the Town Engineer and the Public Works Director.

Motion made by Dave Leary; second by Dan O'Brien "to recommend the Board of Selectmen approve the sewer main acceptance servicing Garden Circle map 182 lots 3-1 through 3-9 with 700 lf of 8 inch main and eleven sewer manholes." Motion carried.

9. Informational – Clearing water and sewer interfunds from the general fund.

10. Remarks by Selectman, members and staff

Longtime Committee member, Bill Abbott, passed away on January 27, 2024. Bill was first appointed to the Sewer Utility Committee in 2002 and served as Chairman from 2004 – 2008. He continued on as a member until the Board of Selectmen merged the Sewer Utility and Water Utility Committees into the Municipal Utility Committee back in 2013. Bill then served as Vice Chairman of the Municipal Utility Committee from 2014 – 2017 and was a current active member.

Bill had an engineering background and a very good eye for detail. He reviewed the water and sewer financials fastidiously. He could be counted on to question a line item or two at each meeting, if something didn't look quite right to him. He was filled with historical knowledge about the Sewer Utility and would share interesting facts from time to time. He was also the longest serving member of the Sewer and Municipal Utility Committees.

More importantly, Bill was a wonderful guy and gentleman. He made a point to show up on time for meetings: not a minute early, not a minute late. I believe he carried this over from his time in the military. Don't waste your time or the time of others. He could always be counted on to visit with the City of Nashua officials at the Wastewater Treatment Plant each year (sometimes riding his bike to get there) to review cost share projects and financials. He would join in on any facility tour to gain a better understanding of how the treatment plant operated. He also participated in touring the various Town sewer and water pump stations to learn more about the Town's infrastructure. He especially enjoyed the opportunity to walk inside the Gordon Street water storage tank after it was emptied and repainted.

Thank you Bill, for your many years of dedicated service to the Town of Hudson. You will be greatly missed.

The next meeting is scheduled for Tuesday, March 19, 2024 at 7:00 pm. in the Board of Selectmen meeting room at Town Hall.

Motion by Dave Leary; second by Dan O'Brien to adjourn at 8:24pm. Motion carried.

Donna Staffier-Sommers
Sewer Utility Administrative Aide