



# TOWN OF HUDSON

## Municipal Utility Committee

David Shaw, Chairman      Unassigned, Selectmen Liaison



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### Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: April 16, 2024

#### Member Attendees:

Dave Shaw, Chairman  
Dan O'Brien  
David Leary  
Karl Huber

#### Staff:

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

#### Absent- excused:

Elvis Dhima, Town Engineer

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, April 16, 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.

#### 1. Acceptance of minutes

The minutes of the March 19, 2024 Municipal Utility Committee meeting were reviewed.

Motion made by Karl Huber; second by Dan O'Brien to "accept the meeting minutes for meeting dated March 19, 2024, as written." Motion carried.

#### 2. Financial Status – Water Utility

A – C. The Expenditure, Revenue Reports and Cash Flow reports for March 2024 were reviewed.

Karl mentioned how he appreciates that the reports seem to balance out as the encumbrances are expended throughout the year.

- D. Whitewater Operations Report for March 2024 was reviewed. Karl pointed out that updates to the report were made. There was some discussion about PFOA's and the reduced acceptable limit.

There was a question regarding the Dame/Ducharme Pump House found on page 4. The reports states that both wells are offline and inactive but a communication fail is to be addressed by AIS. Barbara to check on this. *–There was a weather related communication failure that has been addressed. AIS is still being used to monitor the temperature and also for security and vandalism.*

There was a question regarding the Marsh Road Booster Redesign found on page 6. What is the status? The report states that site work is anticipated April 2024.

*- Marsh road project timeline:*

*Phase 1 was purchasing the materials and supplies*

*Phase 2 getting site ready for build, going to bid to build*

*Phase 3 building completed by June 2025*

3. **Old Business- Water Utility** - None
4. **New Business – Water Utility** – Abatement

W-UTL-24-02 Town/Granite State Plastic 37 Executive Dr m/I 209-007-000  
#3507859201

There was a back billing to address a change in meter size. They were billed for a 5/8" meter and actually had a 1.5" meter. The back billing was to be for one year but continued for an extra 3 months. Request abatement of \$164.40 (\$54.80 x 3).

Motion made by Dave Leary; second by Dan O'Brien to "recommend the Board of Selectmen approve abatement W-UTL-24-02 in the amount of \$164.40, for the reason given." Motion carried.

5. **Financial Status – Sewer Utility**

A-C The Expenditure, Revenue and the Cash Flow reports for March 2024 were reviewed.

Karl inquired about the over expenditure shown on line item 5562-340 Oper/Maint- Small Oper. Mtls. This was addressed in the March meeting minutes. This is for assorted small building materials. Elvis responded and says that this line is used for repairs and was most likely under budgeted.

**6. Old Business – Sewer Utility**

The Committee is continuing review of the sewer policy book. Tonight's review is Section VI. E. Video Inspection and F. Major Sewer Line Inspection.

The following are changes to the existing policy:

- Item E. section 2.
  - Add in ***Town of Hudson Staff*** or a consultant/contractor
  - Remove sections 3, 4, & 5 in their entirety and replace with a new section ***3. A log of video inspections is kept at the DPW***
- Item F. section 1.
  - Remove SUC and replace with ***MUC***.
  - Remove Sewer Utility Coordinator and replace with ***Town Engineer***

The Sewer Policy Book as now been completely reviewed. Next meeting will cover a second review of the Water Utility Policy.

**7. New Business – Sewer Utility - None**

**8. Informational - None**

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

This is currently Dave Leary's last Committee meeting but he plans to reapply for another term with the Board of Selectmen.

The next meeting is scheduled for Tuesday, May 21, 2024 at 7:00 pm. in the Board of Selectmen meeting room at Town Hall.

Motion by Dave Leary; second by Karl Huber to adjourn at 7:45pm. Motion carried.

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Donna Staffier-Sommers  
Sewer Utility Administrative Aide

