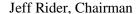
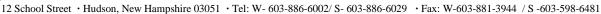


TOWN OF HUDSON

Municipal Utility Committee



Nancy Brucker, Selectmen Liaison



Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: September 17, 2014

Attendees:

Jeff Rider, Chairman
Bill Abbott, Vice Chairman
Robert Russell
Bernie Manor
David Shaw
Nancy Brucker, Selectman's Liaison
Gary Webster, Interim Town Engineer
Valerie Marquez, Water Utility Clerk
Donna Staffier-Sommers, Sewer Utility Administrative Aide

Staff / Guests:
Jess Forrence, Highway Supervisor
Anthony & Sue Mesiti

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Wednesday, September 17, 2014 at 5:00 pm, in the Board of Selectmen meeting room of the Town of Hudson at Town Hall. Secretarial duties were provided by Donna Staffier-Sommers.

To accommodate our guests and Committee members unable to stay for the entire meeting, agenda items 7A & 10B – Water & Sewer budget review and item 7B - 102 Booster Station Acceptance were taken out of order.

7A. Water Utility - FY 2016 Budget – first review

This is the first and only time the Committee will get to look over the proposed budget before it is due to Finance on October 3, 2014. The worksheets list the current FY 15 default budget, (a modified FY 14 budget) in the first

column. The other column marked FY 16, lists the proposed FY 15 budget that was turned down last year by the voters and is used as a reference.

The Committee reviewed each line item and made the following recommendations:

- 5591 -218- legal fees-increase to \$20,000
- Add in line 5591-412 computer software Donna is to get a figure from the IT director.
- 5591-416 payment in lieu of taxes? Donna is to get clarification
- 5592-205 large equipment repairs reduced to \$5,000
- 5592-208- telephone at booster stations increase to \$4,000
- 5592-210- natural gas at booster stations increase to \$4,000
- 5592-252 other prof. services Pennichuck maint. contract increase to \$565,000
- 5592-265 outside hire- increase to \$20,000

10B. Sewer Utility - FY2016 Budget - first review

- 5561-238- postage reduce to \$16,000
- 5561-252- prof. services reduce to \$6,000
- 5561-268 invest.expense- increase to \$50,000 (the Finance Director suggests \$40,000)
- Donna to get amounts for computer related lines from the IT Director
- 5561-303 office supplies increase to \$3,500
- 5562-208 telephone at the pump stations and flume increase to \$9,500
- 5562-239 sewage treatment decrease to \$500,000
- 5562-340 small oper. materials increase to \$6,000
- 5562-401 large oper. equip. & lease- increase to \$11,000
- 5562-403 small equipment & lease increase to \$18,000
- 5562-410 sewer repair/maint increase to \$10,000
- 5564-651 continue line replacement, Winnhaven Dr. -allocate \$21,000
- 5564-657 line replacement, Tessier St.- allocate \$20,000

These recommendations will be passed on to the appropriate departments and Town staff.

7B. Route 102 Booster Station Acceptance

This water booster station is known as Hickory Hill/Route 102 Booster Station and runs along Route 102 and services a housing project located in the Town of Londonderry. It will also service future Hudson development along that corridor. Gary indicated that the final inspections have been done and it is operational. The Town has acquired an easement and must now formally accept the booster station so that Pennichuck Water Works can maintain it.

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A motion was made by Bob Russell; seconded by Bernie Manor "to recommend the Board of Selectmen accept the Route 102 booster station."

The motion passed unanimously.

At 6:15pm, Jeff Rider, Bob Russell, Nancy Brucker and our guests leave the meeting. Jeff Rider turned the Chair duties over to Vice Chairman, Bill Abbott and the Committee thanked Jess for his time and budget input.

After about 20 minutes into the meeting, David Shaw realized that the Committee no longer had enough members for a quorum. Items that were discussed and voted on after 6:15pm, (the 9/17/14 meeting minutes) or other upcoming items that will need a vote, (MUC By-Laws & Sewer abatement) are to be deferred until the October meeting. The remaining Committee members decided to continue on with this meeting and review the items that do not need a vote.

The Committee chose to continue on with Item 7 – New Business Water

7C. Gordon Street water tank –update

Gary stated that the Town cleaned up the area around the tank and plan to caulk and seal the foundation. The tank needs to be painted within 3-4 years and it is now covered with lead paint. We are required to come up with an action plan. The estimate to remove the existing paint and repaint the tank is somewhere between \$450,000 - \$600,000. A new tank would cost around 2 million dollars.

Gary is to talk with Town Administrator, Steve Malizia about the correct way to budget for a project such as this.

7D. Water line leak detection information, in regards to a CIP project, was reviewed along with Item 7E. - CIP project list.

The Committee got off course so now is back to agenda items 5A. - C – Water Financials with minimal discussion.

5D. The July Operations report from PWW was reviewed with minimal discussion.

3. Old Business- Water Utility

6B. Lund Dr/Rt 111 water main extension – update

The Weston & Sampson report is now in. Their recommendation is to run the water line following the street rather than through private property by easement. This would allow for easier maintenance by the Town. The proposed 8" pipe is large enough to

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take care of the developer's housing project, but the Town would need 12" pipe to accommodate any future commercial development. The report is currently with the developer's engineering firm, Keach Nordstrom for review and comments.

4. New Business – Water Utility

Previously discussed

5. Informational - Water Utility - None

6. Financial Status - Sewer Utility

A. – D. The Sewer financials were reviewed with minimal discussion.

7. Old Business - Sewer Utility - None

8. New Business - Sewer Utility

A. Abatement S-UTL-15-04 - Vermette 25 Forest Rd. m/l 129/106 - deferred

9. Other-

A. Water rate survey

10. Closing Remarks

The meeting was adjourned at 7:00pm. The next meeting is scheduled for October15, 2014.

Donna Staffier-Sommers Sewer Utility Administrative Aide

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