



TOWN OF HUDSON

Municipal Utility Committee

Jeff Rider, Chairman

Nancy Brucker, Selectmen Liaison



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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.

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

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

