

## Approved Hudson Sewer Utility Committee Meeting Minutes

Date of Meeting: January 13, 2011

### Attendees:

Bernie Manor, Vice Chairman  
Catherine Valley  
Don Gowdy  
Leo Bernard  
Howard Dilworth, Jr., - Absent  
Craig T. Bailey, Secretary  
Roger Coutu - Selectman's Liaison - Absent  
Gary Webster – Town Engineer



The regular monthly meeting of the Town of Hudson Sewer Utility Committee was held Thursday, January 13, 2011, at 6:02 pm, in the main meeting room of the Town of Hudson Town Hall. Bernie Manor presided as Vice Chairman. Bernie introduced the committee to Mr. Leo Bernard, the newest committee member. Leo clarified his email address as [lcb.hudson@myfairpoint.net](mailto:lcb.hudson@myfairpoint.net). Bernie then opened the floor for nominations of officers. Catherine Valley moved to nominate Bernie Manor as the Sewer Utility Committee Chairman, Seconded by Don Gowdy. A vote was taken, the motion carried with 4 yeas and one against. Bernie Nominated Catherine as vice Chair, seconded by Leo, The motion carried unanimously. A motion was made by Catherine valley to nominate Craig Bailey as the secretary, seconded by Don Gowdy, the motion carried unanimously. Secretarial duties were provided by Craig T. Bailey. The minutes of the previous meeting were read and approved with some corrections required. A motion was made by Catherine Valley to "Accept the meeting minutes for meeting dated December 9<sup>th</sup>, 2010, as corrected." Seconded by Don Gowdy, the motion carried unanimously.

### 1. Abatements and Waivers

- A. No abatement requests filed in the previous month.

### 2. Reports

- A. The Treasurers' report dated 11/01/2010 was reviewed by the committee.
- B. The Expenditure report dated 01/05/2011 was reviewed by the committee. Don Gowdy raised a question regarding item # 02-4326-5561-272-000 "interfund admin fee." The question is why this \$40,000 line item is 100% expended. Chairman Manor will review with Donna.

Bernie presented an email from Jess Forrence, highway supervisor, regarding recent expenditures from line 5562-203. The items were purchased to have some spare equipment on hand, since it would be more costly to have an emergency installation performed when and if these items were to fail.

- C. The Revenue report dated 01/05/2011 was reviewed by the committee.

### 3. Old Business

- A. Balance of capacity - unchanged at 58,058 GPD. Gary Webster reports that his sewer allocation research project is still underway. He provided the committee an advanced copy of the calculations; he has confirmed that the balance of capacity that has been reported at 58,058 is effectively correct. He will put together a final report ready for the next meeting.

**4. New Business**

- A. Review of outside water usage policy. Bernie provided an update. Bernie reports that the sewer utility policy manual has been scanned, but the document is not appropriate for posting on the website, because the document is titled "DRAFT." The document would not be searchable, however. Craig Bailey made a motion to "Investigate the costs associated with having the policy manual retyped into a single, modern, computer file." Seconded by Leo Bernard. The motion passed unanimously.
- B. 109 Belknap Road – Oakridge Condos. The property currently has a \$212,279.73 betterment assessment. A motion was made by Craig Bailey "To assess a betterment fee of (\$212,279.73 divided by the approved number of units) at the time of building permit application." Seconded by Leo Bernard, the motion passed unanimously.
- C. Gary Webster reports on the grant process, from NHDES. NHDES responded that as soon as the funds become available again, the Town of Hudson is number 54 on the list of municipalities on the delayed and deferred list.
- D. The Selectman are requesting a change in the eligibility rule for membership in the Sewer Utility and the Water Utility committees. The selectmen would like to open the eligibility requirements up to allow an additional non-user to be a full member of the committee.

**5. Closing**

- A. The next meeting is scheduled for Thursday, February 10, 2011 at 6:00 pm. After closing comments by committee members, the meeting was adjourned at 7:31 pm.

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Craig T. Bailey, PE  
Secretary