



TOWN OF HUDSON

Municipal Utility Committee

Dan O'Brien, Chairman Kara Roy, Selectmen Liaison



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Hudson Municipal Utility Committee Meeting Minutes

Date of Meeting: August 27, 2024

Member Attendees:

Dan O'Brien, Chairman
Dave Shaw
David Leary

Staff:

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

Absent- excused:

Karl Huber
Kara Roy, Selectman Liaison

The monthly meeting of the Town of Hudson Municipal Utility Committee was held Tuesday, August 27, 2024 at 6:00pm in the Buxton Meeting Room at Hudson Town Hall, 12 School Street Hudson, NH. Donna Staffier-Sommers provided secretarial duties. The August 20, 2024 meeting was rescheduled because it didn't have a quorum.

1. Acceptance of minutes

The minutes of the July 16, 2024 Municipal Utility Committee meeting were reviewed.

Motion made by Dave Shaw; second by Dave Leary to "accept the meeting minutes for meeting dated July 16, 2024, as written." Motion carried.

2. Financial Status – Water Utility

A – C. The Expenditure, Revenue Reports and Cash Flow reports for June 2024 and July 2024 were reviewed. The June report is labeled as “unaudited”.

Dave Shaw questioned the over expenditure of line 5592-252 – Water oper/maint Professional services. Elvis explained that the Whitewater contract had increased.

D. Whitewater Operations Report for July 2024 was reviewed without comment.

3. Old Business- Water Utility -None

4. New Business – Water Utility

A. Water main extension – Ledge Road

The Committee reviewed a water main extension agreement to service 4 lots in a newly created subdivision of 32 Ledge Road map 166 lot 11.

The water line consists of 450 linear ft. of 8 inch main and one fire hydrant located on Ledge Road and will provide service to lots - 166-011-000, 166-011-001, 166-011-002 & 166-011-003.

This has been recently approved by the Planning Board and is recommended by the Town Engineer.

Motion made by Dave Shaw; second by Dave Leary “to recommend the Board of Selectmen approve the proposed water line extension agreement for Ledge Rd.” Motion carried.

5. Financial Status – Sewer Utility

A-C The Expenditure, Revenue and the Cash Flow reports for June 2024 and July 2024 were reviewed. The June report is labeled as “unaudited”.

There was some discussion about the Revenue sheet and the balances.

6. Old Business – Sewer Utility

A. The Committee did a second review of their previously recommended changes to Section II. The majority of changes in this section were to reflect the change

from the Sewer Utility Committee to the Municipal Utility Committee and some job titles. There was also an updated organizational chart reflecting the staff title changes.

Motion made by Dave Shaw; second by Dave Leary “ to recommend acceptance to the Board of Selectmen of the updated Section II of the Sewer Policy manual.” Motion carried.

B. Proposed sewer rates increase

The sewer rates have not increased for over 20 years. During this period, surplus funds were used to offset budget requirements and we have approximately enough funds to carry us through FY 2025. Hudson’s sewer rate charged by the City of Nashua, has also been seeing a steady increase.

The Finance Director, Lisa Labrie, and Town Engineer, Elvis Dhima are recommending a 10% increase on the both the flat rate meter charge and the unit price to take effect January 1, 2025 and again on July 1, 2025. An average household sewer bill will see approximately a \$5.00 increase January 1, 2025 and another \$5.00 increase starting July 1, 2025 each quarter. An example of an average customer’s bill:

Present	\$50.00 per quarter
January 2025	\$55.00 per quarter
July 2025	\$60.50 per quarter

Motion made by Dave Shaw; second by Dave Leary “to recommend the Board of Selectmen, the first sewer rate increase of 10% effective January 1, 2025 and the second rate increase of 10% effective July 2025. These increases are recommended by the Town Engineer and the Finance Director”. Motion carried.

Motion made by Dave Leary; second by Dave Shaw “to recommend the Board of Selectmen implementation of a thorough review by the Engineering and Finance Departments of the sewer rate fees every three years. Recommended by the Town Engineer and the Finance Director.” Motion carried.

7. New Business – Sewer Utility - None

8. Informational

The Committee was provided with an updated Committee roster

9. Remarks by Selectman, members and staff

The next meeting is scheduled for Tuesday, September 17, 2024, at 7:00 pm. in the Board of Selectmen meeting room at Town Hall.

Motion by Dave Shaw; second by Dave Leary “to adjourn the meeting at 6:52 pm.”
Motion carried.

Donna Staffier-Sommers
Sewer Utility Administrative Aide