

HUDSON, NH BOARD OF SELECTMEN
Minutes of the January 25, 2005 Meeting

1. **CALL TO ORDER** by Chairman William P. Cole at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. **PLEDGE OF ALLEGIANCE** led by Selectman Teresa Stewart

3. **ATTENDANCE**

Selectmen: William P. Cole, Teresa Stewart, Kenneth J. Massey, Kathleen R. MacLean and Richard J. Maddox

Staff/Others: Steve Malizia, Town Administrator; Priscilla Boisvert, Executive Assistant; Shawn Murray, Fire Chief; Fred Brough, Call Fire Captain; Dave Morin, Fire Lieutenant; William Pease, Police Captain; David Yates, Recreation Director; Recreation Committee members Mike Regan, Tim Boland, Bob Logano & Jeremy Griffis; Seth Torres, Asst. Basketball Director; Cable Committee members Michael O'Keefe, Denise Babcock, Harry Schibanoff and Leo Bernard; Ray Rowell; Ben Nadeau; Howard Dilworth, Jr; Jean Serino; Kevin and Vivian McGuire; Anne Lundregan, TEL

4. **PUBLIC INPUT**

Kevin McGuire, 148 Robinson Road, read the following prepared statement: "The matter I bring before this Board relates to the Animal Control Facility. In January 13, 2004, meeting of the Board of Selectmen, I brought to the Board recognition of a number of citizens who were not included in the dedication ceremonies for the facilities. These people had dedicated their services to raising funds for an animal shelter. These funds were placed in trust for the Town. Additionally, annual warrant articles set aside funds, also for the animal shelter. These same persons worked with dedication to ensure that these warrant articles were voted into the Town's annual budgets. They also worked outside of the parameters of the Town, again raising funds for an animal shelter. To date, these people have still not been recognized. It took an exorbitant amount of time and money, and even a court case, to change the purpose of the capital reserve fund from an animal shelter to an animal control facility. One would argue semantics, but there is separate and distinctive criteria and differences in modus operendi between the two. But the State Court ruled that the funds in trust with the Town could be redefined and used to build a facility, wherein the Police Department would aid in the safety and control of the animals, and that's what's important. These people worked so diligently and without recognition now wish to use additional funds previously raised independent of the Town's activities in the approximate amount of \$1,700 with the specific purpose of its use being for capital improvements to the animal facility. Only being an ad hoc member of the above-referenced group, and upon the abandonment of the group, I was left in trust with the accounting records of the group that called itself the Hudson Animal Control Shelter Committee. In hindsight, I should have followed the strict letter of the law and returned the funds to the donors. Therein began the nightmare and comedy of errors in atypical modality of how government works at its finest. First, I missed the April 24th Selectmen's meeting to turn these funds over to the Town, and the following ensued. Number One. In May, a flurry of phone calls and meetings with Detective Avery. The citizens who had also met with Detective Avery, Animal Control Officer, Selectmen Massey and I tried to identify procedures and a wish list from Jana, the Police Officer in charge of the control facilities. The only people that were not then included in the discussions were the disbanded members of that Animal Shelter Committee, most of who had either moved or had no interest in the committee's action. Two. At the end of May, the 26th, the Board of Selectmen and the Town Administrator sent a certified letter to my wife, and was not involved in this matter, and I, informing us that the Board of Selectmen had unilaterally placed me on the Board's agenda in June. In my absence, my wife wrote back stating that I wanted to bring this matter to a close quickly and with the approval of the remaining members of the shelter committee. Three. I ended up in Florida with a family emergency. Sorry, my parents' priority is first. It was no refusal on my part to turn over these funds. The Board then sent the matter to the Attorney General's Office, Department of Justice. Now the progress of this donation grinds to an even slower wheels of justice. Four. On August 4, 2004 the Attorney General's Office sent me forms to file, to register with and report to the State each and every detail of the Animal Control Committee's activities, and the source and use of funds from the committee's inception. I wrote back in an overview the details and history of the committee and its current status, as best as I could recall. In that letter, I asked the Attorney General for its legal counsel as to who these monies should go toward—the donors, the State of NH, the Town of Hudson, or any other facility that operates in the manner in which these funds were collected for. I also asked the Attorney General's Office for guidance, as to the law, as it pertains to these funds, if the State determines it be turned over to them, to the Town, or back to the donors. I knew that without the State's guidance, administrative fees, legal fees, paperwork documentation, would eat up some, if not a good portion of that donation. Now, it's September '04. I began a serious of e-mail communications with Terry Knowles of the Attorney General's Office, trying to coordinate a meeting with her at her earliest convenience to resolve this matter. This e-mail tag started in September and lasted through November. Then there was no further communication from Ms. Knowles. I was later informed that the Attorney General's Office, being overworked, kicked the matter down the chain of command, where you ask the Hudson Police Department, the recipients of the donation. No conflict of interest there. The Hudson PD began an investigation, bringing in for questioning a slew of people—those who had an interest in helping out the animals, age of people who had been involved in the animal shelter activities, surviving members of the Animal Shelter Committee and even searching for people who had moved out of the area—and, of course, spoke with myself. This took up the greater part of November and December. Six months plus of government-wasted money, our taxpayers' money, to answer the simple question, what the animal control facility needs and how best the funds could be used for the betterment of the animals, without the money going into a general fund, or the general fund of the Police Department. Hours of time wasted discussing this matter. Wasted time

of calls, interviews, letters and e-mails to resolve a simple matter. All the donation is is \$1,700. It is .0003% of the \$5 million budget of the Police Department. The holidays came, Christmas and New Year's, and went and now I'm here with my original question. What do they need? How much and where to deliver the money? At this point, the surviving members of the Animal Control Committee and I also agreed to turn this money over as soon as possible and to get this albatross off my back. There have been so many deleted expletives that have come to mind and have been spoken by other people on the ridiculousness of this situation that I refuse to say them, the ladies that are on the Board, that I refuse to act with impropriety. Tell me to whom I should give the money. I am sure there are forms to fill out before I lug the money in in the form it was given me. As a postscript, I will never involve myself with any organization that interfaces with the Town of Hudson, unless I'm in a position where I can effect straightforward, swift resolution without all the bureaucracy. I must add that Detective Sergeant William Avery handled this matter with the utmost of courtesy and professionalism. I thank the Board for listening to this matter." Chairman Cole asked if he had the check with him, or if he wanted to bring it in sometime in the future. Mr. McGuire said he would bring it in or mail it in in the future. Right now, it is in a savings account, as it has been since its inception, earning interest. He wants the bank to update the interest and clear the account and send it to the Town. Chairman Cole asked that when the account is cleared, to mail in or bring the check in to the Town Administrator's Office and turn it over. The Board would, at the appropriate time, hold a public hearing to accept the donation. Mr. McGuire said he understood the process.

Vivian McGuire, 148 Robinson Road, asked if the money, originally planned for the animal shelter, is handed over to Chairman Cole, how it got to the animal shelter. Chairman Cole said the money wouldn't go to him, but into an established account to be used by the Police Department strictly for the animal facility, not for their budget or the Town's General Fund.

Christine Shaw, 22-A Lenny Lane, said she has worked as a counselor for the Hudson Recreation Department during the summer. During the school year, she is a special educator. For the last four years, the summer program has seen an enrollment between 500 and 800 children. On a daily basis, there is between 200 and 250 children in the program. When weather is cooperating, there isn't a space issue, but when the weather is bad, if they are lucky, they can use HO Smith gymnasium. At times, though, they haven't been able to use it, and have had to house all of the children in the current Rec building, making for wall-to-wall children, which is particularly difficult when it is pouring out with the accompanying thunder and lightening. The two air conditioners in there just can't do the job. Even when they are running, the temp is at least 90° or hotter. She strongly feels that the building is just not big enough to house the current summer program. A bigger facility is needed and it seems to make sense, with the Lions Hall sitting there, not being utilized those nine weeks during the summer, it would be the perfect place for them to utilize. It's bigger and when bad weather comes, the children can play basketball inside. They would have more space. It's her understanding that quite a bit of funding has already been raised, so it won't cost the taxpayers any money. All the improvements that will need to be made will be done without tax funding. They need to put some thought into the summer program. A lot of the children use it. It's not a day care program, but a lot of parents utilize it as such. They work full time jobs and they need affordable day care. They won't find any other place they can bring their children for only \$2.10 a day, with supervised CPR-First Aid-certified counselors; and most of them work in the education field as certified educators. They need to make sure the kids are safe and, in the current building, it's no longer cutting it. Chairman Cole noted that this item was on the agenda for discussion later in the meeting.

5. CONSENT ITEMS

Motion to receive the consent items, A-D, as appropriate or noted, by Selectman Stewart, seconded by Selectman MacLean, carried 5-0.

A. Assessing Items

- 1) 2004 Abatement Applications, 11 Mountain View Drive, 3 Alpha Street, 22 Riviera Road, 4 Timber Lane, 25 Federal Street, and 34 Wason Road w/recommendation to grant
- 2) 2004 Abatement Application, 23 Oban Drive, w/recommendation to deny
- 3) Veteran's Tax Credit, 252 Webster St; Elderly Exemption, 10 Meadowlark Dr, w/recommendation to grant

B. Licenses and Permits

- 1) Outdoor Gathering Permit for Kiwanis Ice Fishing Tournament on February 13, 2005 at Robinson Pond, 7:30 to 1:00
- 2) Petition and License for Utility Pole and Underground Works, #21-871/21-874, Lowell and Wason Road, w/recommendation by staff to approve

C. Acceptance of Minutes

- 1) Minutes of the January 11, 2005 Meeting of the Board of Selectmen -- accept and refer to file
- 2) Minutes of the Public Hearing on the Bond Warrant Articles on January 13, 2005 -- accept and refer to file

D. Committee Announcements Any changes or additions?

Jan 26 7:00 Planning Board in CD Meeting Room
 Jan 27 7:00 Lower Merrimack River Committee @ NRPC
 Jan 27 7:30 ZBA in CD Meeting Room
 Jan 28 End of Filing Period for Candidacy
 Jan 31 Last day to post the warrant and budget
 Feb 1 7:00 Library Building Committee in CD Meeting Room
 Feb 2 9:00 a.m. Highway Safety Committee in CD Meeting Room
 Feb 2 7:00 Planning Board in CD Meeting Room

Feb 5 School District Meeting
Feb 7 6:30 School Board in BOS Meeting Room
Feb 8 7:00 BOS in BOS Meeting Room
Feb 9 7:00 Planning Board in CD Meeting Room
Feb 10 6:30 Recreation Committee @ Rec Center
Feb 10 7:00 Sewer Utility Committee in BOS Meeting Room
Feb 10 7:30 ZBA in CD Meeting Room
Feb 12 Annual Town Meeting at Lions Hall
Feb 15 7:00 Cable Utility Committee in BOS Meeting Room
Feb 17 7:30 Budget Committee in BOS Meeting Room
Feb 21 Presidents' Day—Town Hall Closed
Feb 22 BOS in BOS Meeting Room
Feb 23 7:00 Planning Board in CD Meeting Room

Feb 24 7:30 ZBA in CD Meeting Room
Feb 24 7:00 Lower Merrimack River Committee @ NRPC
Mar 8 Annual Elections

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6. **OLD BUSINESS**

Second Public Hearing/Reading of Ordinance 05-01 Amending Chapter 249 of the Town Code, "Noise"

Chairman Cole said tonight was the second reading of this ordinance. The first reading was on January 11. He opened the public hearing at 7:16 p.m. No one spoke on 05-01, so he closed the hearing. Chairman Cole hoped this action, which was brought to the Board's attention, helped mitigate the problem. Selectman Massey said it was wonderful that when Mr. Kreider saw a problem, he made some constructive suggestions to correct it. This ordinance is the result of that.

Motion by Selectman Stewart, seconded by Selectman Maddox, to adopt Ordinance 05-01, amending Chapter 249 of the Town Code, "Noise," carried 5-0.

7. **NEW BUSINESS**

A. **Call Force Information Update**

Fire Chief Shawn Murray and Call Captain Fred Brough were recognized. Chairman Cole said he had asked the Chief and Capt. Brough to come before the Board with an update on the Call Force. Capt. Brough said the mission of the Call Force has changed over the years from primary protection to backup of manpower and to ensure the response of the equipment at the stations. The most sought-after commodity at an incident is manpower. With the creation of rapid intervention teams, HazMat teams and rehab stations, more manpower is needed. It is also needed to cover the remaining pieces of equipment at the stations. The Call Force is needed today as much as it was in years past.

The Call Force currently has 13 members: two officers, him and Mickey Rudolph. One member is at Company 1/Robinson Road and there are 10 members at Company 3/Central, one of whom is on a temporary hire status. There are four EMT-Is and one finishing EMT-I schooling. (EMT-Is can give intravenous injections.) Three are EMT certified only. One member was recently moved to full-time and one to temporary status. Three members are student interns, two of whom are up north attending school. Five members recently passed the State Driver/Pump Operator class and two others passed the State Below Grade Rescue class. Call Force members attend training classes, maintain Station One and do ride-alongs at Central and Burns Hill, along with responding to calls. The Ride-Along program has been very successful. Members attend from four to 14 hours, working alongside the full time staff. This allows them to maintain their abilities learned in training by responding to incidents. This fosters a working relationship with the full-time staff and, most importantly, gives them the opportunity to help people, which is why they joined the department.

Regarding recruitment, they did a mass mailing and, more recently, did a newspaper ad with an open house. Both brought a small response. He and the Chief feel that choosing individuals who have the most motivation and are willing to commit to the time required to be a Call Force member is the way to go. They are currently looking at three individuals that have shown a high interest and have had some prior training in the Fire/EMS service. Volunteerism throughout the Northeast is low because people work out of town and their families take whatever time is left over.

The Chief has been steadfast in his commitment to maintaining a Call Force. An idea being discussed is having just EMT's, but

they won't be fire fighter-qualified. He and Lt. Rudolph feel the EMS side is increasing, due to the calls and the need at fire and HazMat incidents. Manning Station One will be addressed with the possibility of full-time members on call-back being used to cover the station until they can increase the Call members. They will continue to look for individuals who are willing to commit to the time needed. The current trend of hiring Call Force members to the permanent force is a huge plus for the Town. Their commitment to the Explorer Program and student programs are also a plus, and a good resource for future members. The Chief has ensured they have good equipment and training. However, a better line of communication is needed to access the e-mail system from outside the department, a must for Call members who are trying to keep abreast of the things at the department, especially if they travel a lot. The Town is way behind in the technology curve. He can do his banking on line, but he can't get an e-mail from the department until he walks into the station. The computer system for e-mail is so slow at Station One, it's quicker to physically drive to Central and back.

Selectman Stewart asked if the truck at Robinson Road was not rolling because there was only one person there. Capt. Brough said the truck is not there because Engine 2 is out, having maintenance work done on it. When that engine returns, it will respond, if needed, with call-back from the full time members, and whatever Call members are available at the time. Chairman Cole asked if one or two active firefighters report to Station One, if they are not on duty. Capt. Brough said there are three, right now. Chief Murray said four actually respond into that station if there is a full tone for a call for that station to go out. They always back that engine up with Engine 2 from Central Station. Central Station is always on the road when that station is called out.

Selectman Maddox said there seems to be a lot of enthusiasm and dedication in the current Call Force. He wanted to know how they can better get the word out, such as via the internet, explaining what the Call Force is, what it takes to become a member and how to join. Mr. Brough said one of the members is doing a film, which will help identify what they are looking for in Call membership. They currently get enough applications, either EMT's or fire fighters who have been in other departments and move into Town. They look at those applications to see if their qualifications meet the Town's needs. They are looking more to cover the north end, where they are short on manpower. Selectman Maddox said it's important to get that knowledge out, even if it is a scroll on cable during the times the Selectmen are in nonpublic session that says, "If you live in the South end, please contact us," instead of running the phrase, "The Selectmen will be back." It's important to get the message out that the Call Force supports the full-time fire fighters and it's important that the Board supports the Call Force. He is also sure it's doable, internally, to implement an e-mail system that works. They may need to go to an outside service to tie it all in, but in today's age, he can't imagine not having e-mail. Chairman Cole said he's getting ready to give someone a mission. Selectman Massey said he's already taking notes. Selectman Maddox continued, offering to read something on-air, if that will help. He believes the Call Force is vital to the Fire Department and to the entire Town of Hudson. He supports their effort.

Selectman Stewart asked if the cable channel has been used to get the word out. Chief Murray said yes, Coleman put up a scroll for them one time. Selectman Stewart thought that the film being produced could be played, as there are three channels that are not being utilized to the fullest extent. It would be better to see something, other than a scroll.

Selectman Massey asked Capt. Brough to elaborate on the transition plan to an all-EMS Call Force, as opposed to fire fighters. Capt. Brough said it wouldn't be all EMS; it would be taking on some people that will be EMS and not fire fighters. Right now, everybody that comes on is a fire fighter and if they want to be an EMT, they can. Selectman Massey asked if they envisioned any of them going all the way to paramedic status. Capt. Brough said they are currently looking at one person who is a paramedic. The workload is very high. That's why they are looking at the EMS side for a few members, who are dedicated to EMS and rehab at the fire scenes, so they can use the fire fighters on the Call Force to help fight the fire.

Chairman Cole asked Selectman Massey if he was going to follow-up on the e-mail situation. Selectman Massey said yes that, in fact, he was meeting with the IT people on Monday, to look at a new proposal. The easiest way to have e-mail offsite is to go through the internet, and there are methods used by companies all over the country. When he travels, he can get his e-mail through his cable provider, so he will raise that issue on Monday. He believes it will fit in with the proposal, anyway. If that were the case, that would solve the issue of being able to have people who are not physically in the building where the servers are to be able to access the e-mail accounts.

Chief Murray said he is very proud of the Call Force. The current group's experience level goes from six months to people like Capt. Brough and Lt. Rudolph, upwards of 20 years or more. They continue to keep up with the stringent requirements put on them to maintain their training and skill level. He expressed his appreciation to the Call Force.

(Start Tape 1-B)

Selectman Maddox asked why they lose people. Chief Murray said it's not just a local problem, but one nation-wide. For example, Capt. Brough is a full-time pilot, so his job takes him out of the area days at a time. When he gets back home, he has to spend time with his family. He also has to maintain training requirements so he and his peers will be safe when fighting fires or providing emergency medical care. Oftentimes, those demands become too much for individuals, and they have to make a choice between keeping pace with the requirements needed to participate, or one's family. The training requirements are

stringent and continual in order for the skill level to be current. Selectman Maddox asked about using video-based training, something that wouldn't require someone to always be at the station, in order to accommodate and, subsequently, keep good, well-trained people. Chief Murray said given the increasing number of emergencies they respond to—HazMat, technical rescues, EMS—all require a lot of practical skills. Some of it can be supplemented, which they do, much of it can't. One of the reasons they went to the Ride-Along, was to try to lessen the burden and provide practical experience. That has helped, and they've explored other options, but they can't lower the standards. Capt. Brough said in the fire service, they work as teams, with someone in back of them and someone in front of them. You can't get that kind of experience from a tape. You need to be there to work with one another because, in a fire, he has to know he can trust the other guy. Even the EMT's have so much to learn now, it's no longer "scoop and go." They, too, have to work as a team. It's no longer just one person; they're a team.

Chairman Cole asked if there was funding support from the Town for the Call Force for individuals for EMS training. Chief Murray said yes, there are budgeted funds for training, and it includes funding for someone who wants to increase their skill level. There are also fire courses available. Chairman Cole asked Capt. Brough about the Ride-Along program. Capt. Brough said it is a superb program that has passed his expectations. The full-timers get to know the Call members more and the Call members get to know the Town better by going out on the calls. They feel like they are serving the people, and that is what they want to do. The program is working well all around. Chairman Cole said a former member of the Call Force is now a full-time fire fighter and someone from the Call Force has been moved into a temporary fire fighter's slot. As an aside, Chairman Cole said he was out Sunday morning and, in driving around, came across a member of the Call Force, out there all alone, identifying fire hydrants and digging them out. He was out there freezing, but with a smile on his face, doing a great job, performing a service to the Town. Continuing, Chairman Cole said the Call Force was doing a great job and if they needed anything, to let the Chief know.

B. Request by Hudson Firefighter Relief Association to hold its Annual Firefighters' Ball on April 30, 2005 and that the rental fee for use of Lions Hall be waived.

Lt. Dave Morin said this year's ball will be on April 30th, as it was last year. It is set up as a social gathering for the Fire Department, so everyone can get together. They do not do any fundraising, although this year they are going to do it a little different. They hadn't had a ball in seven or eight years, prior to last year. They used to do an ad book to raise funds. Last year, they brought in a photographer and they gave door prizes. Because of that, the association didn't break even, which was their goal. This year, they plan to do a place mat with business card size ads, in order to keep the association from losing money.

Selectman Maddox asked how many attended last year. Lt. Morin said between 125 – 150, which is relatively small. There used to be up to 250 people. Chairman Cole said he could attest that Lt. Morin was having a heck of a good time last year. Selectman Massey said everyone that went there last year was having a good time. They did a very nice job. Chairman Cole requested that the Selectmen who can attend this year be seated at tables with fire fighters instead of being seated altogether at one table. Lt. Morin said the Chief will take care of spreading them around. Selectman Massey requested they have some good swing music this year.

Motion by Selectman Stewart, seconded by Selectman Maddox, to approve the request to use Lions Hall and that the fee be waived carried 5-0.

Selectman Stewart asked about the dedication of the Leon Hammond Memorial at the Firefighters' Park. Lt. Morin said they are moving forward with it. They need \$6,000 and have \$4,500. HLN will run something in the next issue to help generate more response. He has already contacted Hudson Monument and the plan is to have something for the Spring. He will be back with the final draft for the Board's review before anything is done.

C. Draft Policies for the Cable Utility Committee

Chairman Cole recognized the Selectmen's liaison to the committee, Selectman MacLean, as well as Chairman Michael O'Keefe and Clerk Denise Babcock. Selectman MacLean, on behalf of the Board, thanked the committee members and the Consultant, who have all dedicated much time and effort into the process. The goal was to get something in writing to help them get started right away. They have dreams of live cable casting, producers and studios, but they want to start with being able to accept tapes for viewing. The procedures are found throughout the draft, with the exception of parts of pages six and seven, which deal with the live cable casting issues. With the help and direction of the Selectmen, the Cable Utility Committee can set reasonable objectives to make the live cable casting goals a reality, as well. The acceptance of programming, on tape, is the first step toward accomplishing the mission and purpose of Hudson Community Television. Said mission can be found in its entirety on Page 2. She turned the floor over to the committee chairman, Michael O'Keefe.

Chairman O'Keefe said he wanted to echo Selectman MacLean's sentiments about the great work the committee members have put in. They spent many hours putting the draft together. The previous committee also worked on this, before the draft was in its current form. They have put together a fairly comprehensive plan to start getting programming on the system and he hoped the Selectmen would implement it. As Selectman MacLean mentioned, there are some things that need to be working out in terms of

live cable casting. He and Ms. Babcock were available to answer any questions.

Selectman Massey referred to Page 4, ¶ 1, “free of charge” should be clarified because there are costs that are referred to in other parts of the document. On Page 5, under “Non-acceptable Programming,” under the first bullet, “non-profit agency” should indicate the IRS definition—501-C, or whatever. Under the fourth bullet, he wondered who the arbiter would be re. “libel or slander.” Under “Process for Handling Access Requests,” they ought to include the ability to destroy tapes. It currently only talks about recycling tapes. On Page 7, under “Political and Issue-oriented Programs,” the first two sentences need clarification, as they are confusing and somewhat contradictory. Other than those items, he thinks the committee has done a great job to get them moving. In the live area, he knows that there are some people chomping at the bit to get moving. There is a group at Milford High School that is in the process of creating a quasi-reality-based show on a volunteer basis by the students. It sounds like an interesting show.

Selectman Maddox asked Leo Bernard of the Cable Utility Committee to bring him the camera he arranged to have at tonight’s meeting. Mr. Bernard complied and gave Selectman Maddox the small suitcase. Selectman Maddox opened the case and took out a portable camera, saying that the Town has three such cameras in their inventory for people to start using. We don’t have to wait for weeks; we have the equipment today. With the document before them, they can start signing these cameras out and see programming on access TV. He applauded the committee’s work and looks forward to people bringing in tapes.

Chairman Cole said he had some issues regarding clarification, too. They are not taking this lightly, so that is why he is going to go through a laundry list of things. This is a document they are going to live with for a long time that will form the basis of subsequent documents. He is the one that got this started a long time ago, and he can feel the enthusiasm. He referred to Page 2, last sentence of the first ¶ talks about HCTV upholding “the spirit of” the First Amendment. He wondered why they didn’t just say HCTV will uphold the First Amendment, period. When you hear people talk about the spirit of something, it usually means they have cut a corner, and he didn’t think that was the intent of this document. Ms. Babcock said it was semantics. Mr. O’Keefe said it wasn’t the committee’s intention to cut corners. On the same page, under “Mission and Purpose Statements,” the first sentence refers to “the democratic use” and asked what that meant. Ms. Babcock said the definition of that would be “available to all.”

Continuing, Chairman Cole said on Page 3, “Orientation,” the first sentence should be changed from, “Individuals eligible for using HCTV equipment,” to “Individuals requesting to use HCTV equipment.” Mr. O’Keefe said they could move that paragraph to come after “Definition of Terms.” Chairman Cole asked what the plan was for actually training people with regard to the equipment; who did the training. Mr. O’Keefe said there wasn’t a specific plan, but the feeling was that the Cable Consultant would do the training and orientation. Chairman Cole said that’s something the committee will have to put into place before they can move on. Selectman MacLean said the committee can’t predict how many tapes are going to come in or how many people will want to use the equipment. Coleman agreed that he would arrange a time to meet with them and show them how to do it. If that no longer works because 25 people every day wants to learn how to use the equipment, they will say more personnel is needed, and will go from there. They have to take baby steps. At the next meeting, they plan to have an inventory of all equipment, serial numbers, etc. so the committee will know what has been taken out. They understand there is more work to do, but this will change as circumstances change.

Selectman Maddox agreed, saying they all knew this was going to be an evolving process. He thinks the committee was just looking for a first pass review by the Selectmen. They just want to get a feel for where the Board is coming from. The fee schedule, for instance, has to be addressed. They were just looking for guidance from the Board. He asked if there was a place on the Town’s web site for HCTV. He thought that an electronic copy of the manuals for the hand-held cameras could be on the web site, which would facilitate training. He thought the committee was just looking for guidance. Chairman Cole said if someone sees the camera, gets enthused and comes into Town Hall tomorrow because he wants to be a producer, he wondered what was in place to accommodate that. One of the things that got them to where they were today was the premise that “Coleman takes care of that.” That was one of the single points of failure they came across with regard to access TV that they were trying to correct. This should be run as a professional operation and just assuming that Coleman will take care of it is no longer the answer. It might be part of the answer, but not the answer. Selectman MacLean asked if he was suggesting that they ask for funds for people to train people. Chairman Cole said he was suggesting that the committee look to itself for the expertise and come up with a mechanism to provide training/orientation on an as-needed basis. It may be Coleman; it may be Harry. It depends on the expertise with regard to the equipment. He was not suggesting they spend funds to go out and hire someone. Selectman MacLean said that’s why they spoke to Coleman about it and thought he would be the best one to do it, and he agreed. So, to this question, at this time, Coleman is the answer.

Selectman Maddox asked when the Cable Committee’s next meeting was. Mr. O’Keefe said they meet on the third Tuesday of the month; February 15. Selectman Maddox suggested having a hand-held camera at that meeting so he and Chairman Cole could stop by to get some training on them, along with anyone else who might be interested in doing some producing. Mr. O’Keefe objected to the “anybody else” because they didn’t want to get inundated. Selectman Maddox said he was just saying

that perhaps the first 10 minutes of the meeting would be to demonstrate how to use the camera. Selectman MacLean said perhaps Coleman could set up a training class, so he would have to do it only once instead of 20 times.

(Start Tape 2-A)

Chairman Cole appreciates the enthusiasm, but he didn't want to do something that was going to bite them because they didn't think of something. Selectman Massey thought that in the short term, Mr. Kelly could be the go-to person for training, but he didn't think that the policy should be written that only one person can do the training. For one reason or another, that one person may not be around or available at any given time. Chairman Cole said that if it's going to be in the document, they have to be able to take the next logical step and ask how it is actually implemented. Selectman Massey agreed.

Chairman Cole, continuing, referred to "Equipment Usage," and asked if there was any thought given to getting a deposit on the equipment before it goes out the door. Selectman MacLean thought that was a good idea. Mr. O'Keefe said he would see what other centers do, what the general policy is. Chairman Cole asked who was considered a producer; who could come in with a tape. Mr. O'Keefe said there was a lot of discussion on that subject. The first group is Hudson residents. Then they talked about a business owner in Town wants to do access programming, so they broadened the definition to people who have a relationship with the Town. Selectman MacLean said, for instance, if the National Audubon Society produced a tape that the Conservation Commission liked, they would be the signers, even though they were not the producer. Chairman Cole assumes there are tapes that are available to all communities to use on their access channels. Under "Programming Policy and Procedures," in the second paragraph, he suggested deleting the next to the last sentence, "Programs received with less than two weeks advance notice will be scheduled as time permits." He liked the previous sentence, which states that two weeks is required prior to airing, because it sets a standard. Selectman MacLean said that sentence was in there because they are just getting started and they might get only two tapes in one month. They would rather show a tape that came in under the two week limit rather than have blank air. After they become inundated with tapes, they can cross out that sentence. Mr. O'Keefe said the standard they wanted to enforce was two weeks, but the second sentence gives them the ability to show a tape, even if it arrives less than a two week period. They are not required to air it, but they could. It probably wouldn't be an issue now, but if they had a full schedule, it would be. Chairman Cole said his concern was the amount of time the committee would have to react to a request. If you set a standard, and then you don't follow that standard, you've created a new standard. Selectman Massey agreed with Chairman Cole, saying the problem is that if they act in haste, they repent in leisure. If the two-week standard is set, then they don't have to operate under the gun if someone submits something under the two week period. They'd be pressured to show something that was properly vetted. Even if they stick to the two-week standard, they would always have the ability to waive something. Selectman MacLean said they didn't want to discourage people from handing in tapes that might be time-sensitive just because they missed the deadline. There is no guarantee that it will be on, but if time permits, they could show it.

Mr. O'Keefe asked if they took out the second sentence, if they would still have the ability to waive the policy in special circumstances. Selectman Massey said they should want to have some safety valve, for instance if there was some public emergency that needed to be showed. The committee needs to be clear with people that there is a due diligence to make sure the things they talk about on Page 4, the non-acceptable programming, are taken care of. Selectman MacLean asked if they should scratch that sentence altogether. Chairman Cole said yes, and add the sentence that HCTV can waive the above requirement on a case-by-case basis. Selectman Massey said "at their sole discretion" should be added.

Chairman Cole noted on Page 4, under "Program Content," and asked if he was the only one that didn't know they were going to be showing shows with an adult theme. Selectman Massey said they talked about this before and it is out of the Board's hands. It is a Supreme Court decision, but they have the right to limit the time period in which it can happen and to put all of the appropriate disclaimers at the front and at the end of the programming. Ms. Babcock, at the suggestion of Coleman, edited the sentence that stated programming with adult content during the hours of 11:00 p.m. and 6:00 a.m. should be changed to, "adult content between the hours," etc.

Chairman Cole asked if there was something in the document about copyright material and releasability. Selectman Massey said yes, on Page 10, F-6. Mr. O'Keefe said it is also mentioned on Page 4. Chairman Cole referred to Page 6, "Live Cablecasts," read the second sentence, "Upon receipt of such request, HCTV will schedule an initial organizational meeting with the producer to determine technical needs, staffing, scheduling, costs and the feasibility of special requests," and asked if this was something that still has to be developed by the committee—a plan, procedures, rate schedule, etc. Selectman MacLean said yes, and a fee schedule, with input from the Board of Selectmen. Mr. O'Keefe said to do live cable casting, which they were doing tonight, requires operating the control room and, if a group wants to come and do a live cable cast, they would likely have to have someone like Coleman operate the equipment. They assumed there would be costs associated with that, so people wanting to use the facility would have to pay a fee to offset that cost. Chairman Cole asked if they have the ability to live cable cast from Lions Hall. Mr. O'Keefe said yes.

Chairman Cole agreed with Selectman Massey that under "Political and Issue-oriented Programs" the first two sentences were confusing. He asked about the phrase in the last sentence, "FCC Personal Attack rule." Mr. O'Keefe said that language came from an Adelphia document that was used in putting this policy together. Chairman Cole asked that it, nonetheless, be clarified.

He had no idea what it meant, and it sounded ominous. Mr. O'Keefe said he would. Chairman Cole asked what the next step was.

Selectman MacLean asked if there was anything in the draft policy that would prevent them telling the public they are open for business with tapes, not live cable casting, which is a whole new thing. The committee was hoping this document would give them the ability to tell people to bring their tapes in. Chairman Cole asked, if the Board was to approve the document tonight, and 30 people show up on the doorstep tomorrow, if we would be prepared to deal with them. Selectman MacLean believed so. Ms. Babcock said yes, if the Board approves the document, that means that the two most important things will be established—the forms and procedures for airing tapes.

Selectman Stewart said she didn't see a form for the Community Bulletin Board in the packet. Ms. Babcock said the Cablecast Request Form would be used for that, too. It's for everyone. They would attach their memo to the form. She thought it might be a good idea to include that wording on the form, that it includes the Bulletin Board. Selectman Maddox asked if the information has been vetted through an attorney. Mr. O'Keefe said that Coleman said yes.

Selectman Maddox thought the committee was coming in to look for guidance on the cost issues. As this is going to be an evolving document, he didn't see anything in there other than making sure the producer liability form is all set. If they had 30 people tomorrow, he'd be very enthused. Selectman Massey said organizations that use Town facilities are required to show they have liability insurance. Mr. Malizia, Town Administrator, said there have been organizations that the Board has required to have liability insurance. Selectman Massey asked if that was a hard and fast policy, or if somebody comes up to the Cable Committee and says they want to produce live with Joe Schmucko on a monthly basis, doing the producing and live case his or herself, if they would fall into that category; he hoped they wouldn't. Mr. Malizia said they may, if they are conducting a three-ring circus. He didn't know what they were going to be doing. Selectman Massey said they might want to look at people who want to do live casting that need access to Town assets to do it. The committee might want to coordinate with Mr. Malizia to find out if they need to do something in that area. He isn't talking about the person who just hands over a tape.

Motion by Selectman MacLean, seconded by Selectman Maddox, that the Board gives the Cable Utility Committee permission to begin accepting tapes for airing.

Selectman MacLean said she knew this was a scary thing. Chairman Cole said it wasn't scary, but he didn't want to do things half-way. The committee is doing great work and they are moving along at a good clip, but there are certain procedures that haven't been put into place. Those procedures must be in place before the Board can give the green light, because people might be in tomorrow. If someone wants to come in tomorrow to do a live telecast, there is no fee schedule. With nothing set up, they will be slapping their foreheads. Doing a halfway job will not look professional and they won't have accomplished their mission. A little refinement is needed, such as who the trainer will be, how it will be handled, etc. They have taken some giant steps in a very short time, and he sees the light at the end of the tunnel, but not tonight. Selectman Maddox said he agreed with the Chairman, adding that he was trying to be a little more positive this year. The live issue isn't coming into play just yet, and they know that has to be addressed. It's not 100%, but it's getting to that time of year when people want to use it for whatever reason. They need to get this going, and there is a good group of people ready to do that. He found a couple of commas and an and here and there in the document he didn't like, but he liked the overall picture and they're going in the right direction, so he's going to support this.

Selectman MacLean said everything that was said was very true. The committee is very much aware of all of the issues that come with training, costs, fees, prices, etc., but the motion was just to accept tapes, and that is well defined in the document. She feels very comfortable with it. Selectman Massey said he, too, was going to vote no on the motion, primarily because there are a couple of areas that are ambiguous and they need to be tightened up, such as the issue of the non-profit organization and the confusing language in some areas, so those areas need to be clarified. They are very close, but the ambiguity needs to be addressed first. He understands they are not talking about live cable casting, but even with accepting tapes, those two areas, as currently written, cause him heartburn.

Chairman Cole asked, if someone came in with a request, what the vetting procedure was. Who makes the decision on whether or not the tape is accepted; who takes the tape; what the procedure is. Selectman MacLean said they can't censor a tape. Chairman Cole asked who makes the decision that it is technically acceptable, that the copyright laws are complied with. Selectman MacLean asked if he was talking about accepting the tape to be played, or physically accepts it. Chairman Cole asked who accepts it to televise it. Ms. Babcock said the paperwork decides that. That's why they put so much time into the forms. They have to be filled out completely and correctly. When that is done and submitted with the tape, and the tape meets the technical standards listed in the document, then the HCTV must accept that tape for broadcasting because they've met the criteria. Chairman Cole asked who makes that decision, if they meet as a committee to vote on it. If no one is around, does an individual committee member make the decision? He didn't understand how they were going to control this. Selectman MacLean said they discussed this with Coleman, because he is the one who would physically put the tape in the machine. They

can't accept tapes only once a month at a committee meeting; it has to free flow. They talked to Coleman about this and he was willing to do it. Tapes get put in the mailbox and if they are for airing immediately, the Chairman gets them to Coleman and that's it. If they don't meet the technical standards, they would get pulled. Chairman Cole asked, assuming the paperwork is filled out correctly and the tape is of the highest technical quality, who makes the decision. Selectman MacLean said the decision has been made. Chairman Cole asked by whom. Selectman MacLean said by the Board, if they vote for the policy. Ms. Babcock said probably by HCTV, as an entity, not one individual. Nobody is going to sit there and pass judgement on the content of the tape because they can't. Chairman Cole said he wasn't talking about the content. He was talking about the administrative side of the house. Ms. Babcock said as long as they have met the administrative requirements and submitted the paperwork properly completed, they will then tell Coleman that the forms are all set, here's the tape. He is the technician. If there is something wrong with that tape, he won't air it because it won't meet the technical requirements. Chairman Cole said he understood that, but he was still trying to figure out what the procedure was for saying, "OK, this is good to go. Coleman, slap it in." Selectman MacLean said that's it. Chairman Cole said there has to be a human interface that stamps that request, or signs off, or initials it, or something, like a PO that works its way through Town Hall for signoff in order to spend money.

(Start Tape 2-B)

This particular subject will bit them big time if they don't have all of their i's dotted and their t's crossed. Selectman MacLean asked if he was saying one person should decide whether a tape gets aired or not. Chairman Cole said he was not dictating how it was done, he just wanted to know what the procedure was. Selectman MacLean said it was outlined on the request form. Chairman Cole asked if a tape comes in with all of the appropriate paperwork and Harry is the only one around, if he is the one who would accept it and give it to Coleman. Mr. Schibanoff said yes, that's the way it would work. Selectman Massey said tonight is not the appropriate time to say yes. Who is going to make the decision that the tape contains adult content and should be aired in the appropriate time slot? Without that policy in place, there is just another area for potential liability for the Town. There is a wide range of what constitutes adult content.

Chairman Cole said the motion was to just accept tapes; it didn't have anything to do with accepting the document before them. Selectman MacLean agreed. Chairman Cole asked for the motion to be read back. The Recorder complied and was asked to call the roll.

Vote: Motion failed, 2-3. Selectmen MacLean and Maddox voted in favor.

Selectman MacLean said the Cable Utility Committee voted that the committee Chairman have a set of keys to the cable control room in the lower level of Town Hall and to the mobile remote facility. Chairman Cole said while he respects the committee's vote, it has nothing to do with the distribution of keys to Town facilities and properties. He asked for the Town Administrator's input. Mr. Malizia said he thought it would be fine, in this case. The Board gave unanimous consensus for the Cable Utility Chairman to have the keys.

Chairman Cole said the committee needs some guidance with regard to the Policy and Procedures manual, and what the next step should be. Selectman MacLean said they were looking for guidance from the Board on what to do next. Chairman Cole suggested that on what was discussed tonight, the committee would rework the document, looking at a number of areas, and give some thought to the logical extension of things contained in the document, such as, "You have to be qualified in the equipment," and asked how HCTV was going to determine someone was qualified. If they could come back at a subsequent Board meeting, at that time, they would be able to accept a motion to accept the document and move forward. There are a few areas of ambiguity that need to be addressed, revised and clarified—the areas that have an actual implementation. Those are the areas the Board would be interested in hearing how it will be handled. Also, a fee schedule. An up front deposit on equipment going out the doors.

Selectman Maddox said, on Page 10 & 11 regarding the liability, there is no reference as to what tape they are referencing, i.e., "Cooking with Eloise," or whatever it may be. There is nothing that indicates what the tape is. He'd like to see something that is clearly for "Cooking with Eloise." There is also a signature line, but there should be a place where the name is printed out because oftentimes a signature cannot be clearly read.

Selectman Massey said there has to be a clear definition of authorization to proceed. When somebody hands a tape over, there has to be some vetting process that all of the criteria established in the document is met, even if it is just putting a stamp on the request. There needs to be some signoff that the program meets the criteria and is ok to go forward. He is not talking about content, but the technical issues. There being no further comments, Chairman Cole thanked the Cable Utility Committee for their work, making great strides in a short amount of time. They are going to eliminate the "see Coleman" philosophy, which was destined to cause a problem, as well as liability issues for the Town. The formation of the committee and work they've done so far is exceptional.

Motion by Selectman Stewart, seconded by Selectman Massey, for a break from 8:40-8:50 p.m. and carried 5-0.

D. Lions Hall

Recreation Director Dave Yates was recognized and, in turn, recognized Recreation Chairman Mick Regan and the committee members Bob Logano, Jeremy Griffis and Tim Boland. Seth Torres, Assistant Basketball Director, was also present. Mr. Yates, during the break, distributed copies of letters relative to some issues with the summer program. He said he was present to recommend that the Rec Center use Lions Hall, which is based solely on need and what is best for the Town. About two years ago, they went through this process. The department heads did a feasibility study regarding the Rec Center and Lions Hall. One of the recommendations was to move the Seniors to the current Rec Center and move the current Rec Center to Lions Hall, but that got shot down. Tonight's request is a little different from the original recommendation. With the exception of the eight or nine weeks in the summer, nothing will change at Lions Hall. All of the activities that are in there now can stay in there. For instance, the Seniors are in there Wednesdays and Thursdays. Fright Night is held there, as is the Firemen's Ball. All of those activities can still stay. Those groups will still be accommodated. The only activities that might go away are the for-profit groups in there on the weekends. The Town would be using it for recreational activities on the weekends.

The current Rec Center, built 25 years ago, is too small; they've outgrown it. The Town's population has grown a lot in the past 25 years. The program that has been overlooked is basketball. The schools have been very cooperative, but their programs take priority over the Rec Department. When something comes up, their teams get bounced out of the schools, or weekends aren't available for practices. There are over 1,000 people currently in the basketball program; there are 800 children playing basketball at the schools. Lions Hall will not take the place of the schools. It's just another facility they can count on. They are currently using Lions Hall for youth dances, adult comedy nights and the movie nights. It used to be held at the Rec Center, but there are well over 100 people in attendance. This move won't affect the Seniors, the Quilters, Women, Infants & Children, Fright Night, blood drives, Town meetings, voting, Santa's visits, firemen's ball, etc. The only exception is the nine weeks in the summer. If the Seniors need a parking lot for their field trips, perhaps they can work something out with the schools. If this request is approved, there is \$113,000 in the Planning Board Rec Fund for facility improvements. This will be a win-win situation. The building that is in need of improvements will be fixed up and it won't cost any tax dollars. The heat ducts would have to be moved above the ceiling, which would cost about \$20,000; metal grating would go over the ceiling lights; durable wall material would be installed; multi-purpose flooring would be installed; the offices would be remodeled with new carpeting, replacement windows and portable, rollaway basketball hoops would be purchased. With the use of a larger facility, the Rec Department can add more programs, such as adult basketball and volleyball. He was looking at a timeframe of May 1 to make Lions Hall the Rec Center. A lot of people in the community feel that Lions Hall is under-utilized, so this move would be proper.

Selectman Stewart said the Quilters and Seniors would be able to use the hall as usual, other than the nine weeks in the summer. The current Rec building holds 200, so it would be feasible to relocate the Seniors to that building because their attendance is 20 – 100 on any given day. With a few renovations at the Rec Center, the Seniors could be accommodated during those nine weeks in the summer.

Selectman Maddox thought the Rec Center would still be utilized by the younger kids. He asked if Mr. Yates intended to move all of the Rec programs to Lions Hall during the summer. Mr. Yates said he'd like to move all of the programs all year long. The current Rec Center could be used as a meeting place or a teen center. His main focus was to have a building large enough to run current Rec programs. Selectman Maddox said the current Rec Center has a multitude of fields that surround it. Lions Hall has wetlands, so he feels that they would still need the fields at the Rec Center. He wondered if they were moving the entire Rec program to Lions Hall, abandoning the Rec Center as it exists today, or were they looking to expand into Lions Hall as augmentation to the existing space. Mr. Yates said he was looking to move everything to Lions Hall. In the plan they submitted two years ago, they were going to turn part of the parking lot at Lions Hall into green space. However, seeing how it was at the elections this year, they realize they can't tear up the parking lot. The only time they use the field space is during their summer program. During the summer eight weeks, they would parade the kids up the street to the fields for that hour or two. Selectman Maddox asked, if they leave the present facility to go to Lions Hall, how much of an increase in capacity they could handle. Mr. Yates said on a daily basis, they have up to 250 children, 20 counselors, a summer director and him. He didn't know how many it could hold. Mr. Malizia said the capacity is greater than 300. Selectman Maddox supports moving to Lions Hall, but keeping the current Rec Center. Mr. Yates said he didn't want to be greedy. Lions Hall will meet their current needs, but he didn't know what they would need three years from now. It might work to use Lions Hall for 11 year olds and younger and the Rec Center for 12 and over. He asked what Selectman Maddox' thoughts were for the current Rec Center during the non-summer months. Selectman Maddox said whatever is currently done at the Rec Center could continue and Lions Hall could be used for basketball. He had a set of plans from November 2002 from the Planning Department.

Selectman MacLean liked the idea of relocating to Lions Hall because that opens up the Recreation Center for things, such as cable casting. Her question was about the money. It sounded pretty expensive for new walls, ceilings, etc. She wondered if she should go out to bid before they decide to move to Lions Hall. They don't know what the actual cost will be. Mr. Yates said he has a quote for putting the vent work above the ceiling. The floor will probably be the most expensive, and maybe that can wait until they collect more fees. A new floor would be better, but it can be used as is. The rest, they could easily handle. They would go through the bid system for anything over \$10,000.

(Start 3-A)

Selectman Massey said it's clear that they need to do something. Lions Hall is under-utilized, especially in the summer, but in order to make this happen, they must provide accommodations for the Seniors during the nine weeks they aren't going to be able to use Lions Hall. He believes they can make it happen. The Board of Selectmen signed an agreement, circa 1993, that the Seniors would be able to have a Senior Citizen Center and \$180,000 of the money for Lions Hall came from the Seniors' capital reserve fund. If they can get the School to let the Seniors use the parking lot at Alvirne when they take their trips during the summer, it would solve the parking problem. His understanding is that very few people attend the Wednesday or Thursday meetings, except once a month, when they have a general meeting, and about 100 attend. Before he votes for this, he wants to be absolutely certain that the accommodations for the Seniors in another facility is taken care of. There is a list of things that needs to be done with an amount of money in the Planning Board Recreation Fund that developers have contributed to over the years of over \$113,000, but they need a little more specificity on costs. He'd hate to go forward and find out they needed \$250,000. Those issues need to be resolved before the Board says yes to the request. He had other concerns, too. They want to make sure the lighting is sufficient for basketball, which is more than just putting metal grates over them. On the portable basketball goals, he has visions of someone taking the ball to the hoop and crashing into the post because of its close proximity to the backboard. When kids take the ball to the hoop, they are going at full speed and don't have a lot of room to stop. They have talked about a wall covering so the kids will bounce off of that, but he does have a concern with the portable basketball hoops. Mr. Yates said they are fully padded and have enough of an overhang, but he can get specifications, if necessary. Selectman Stewart said the portable hoops are used in the street during the summer Rec program. Selectman Massey said the lighting is his greater concern. They must make sure the Seniors are accommodated for during those nine weeks, whether it's the current Rec Center or the Community Room at the Police Department and have a firm commitment from the School Department that parking is available for the Seniors for their summer trips. They have a building that's under-utilized, a growing population of students in Town that they need to take care of and this seems to be a reasonable way to go about it.

Selectman Maddox said he was going to be greedy, looking to expand this out to provide a home, a studio, for Cable. There is a cable drop already there and an addition could be put next to the overhead doors to do productions. They need to decide, as a group, what they are going to do with Lions Hall, but it should be used a lot more than it is being used right now. He believes that the Rec program could expand dramatically, if they had the space. The existing facility and Lions Hall are still not going to be enough in a couple of years with the amount of kids in Town that want to participate in the programs, but can't. They should utilize both buildings and maybe look at the Kirby Building to put the Seniors in—talk to the Chief to see what schedule is available to use that. For the Seniors once-a-month meetings, he's sure the School Department would agree to let them use a facility. He thought there was additional money in another capital reserve fund. Mr. Malizia said that was to purchase land for future expansion. Selectman Maddox said while they are looking at Lions Hall, they need to look at what they are going to do with cable broadcasting. One of the constraints of the Cable Utility is that Coleman is in a closet, with no place to do studio work. As a group, they need to look at what they can do.

Selectman Stewart asked what would have to be done to the current Rec Center building to accommodate the Hudson Seniors during the summer months. Mr. Yates said he hasn't spoken with Lucille, so he didn't know if their activities quiet down during the summer. When they went through this process before, the kitchen was a big consideration, but he didn't know if they do big meals in the summer. He doubted if the parking lot was big enough, but there is parking available in the summer at HO Smith, right next door. They've have to talk with the Seniors about it. The building, itself, is in decent shape. It is all one floor, handicapped accessible and the bathrooms were renovated last year. Selectman Stewart said, since the building meets all of the requirements and has a capacity for 200 people, this facility would meet the needs of the Seniors, especially when you consider that on a rainy day, there are 250 kids in there with pool tables. They might even consider leaving a pool table for the Seniors. She didn't see any obstacle big enough not to overcome by moving the Seniors to the Rec Center for those nine weeks during the summer. She suggested that if the Seniors decide to hold a lunch or dinner meeting, perhaps it crock pots could be used. It's not like a caterer comes to use the kitchen for their dinners at Lions Hall. She suggested they direct the Town Administrator to contact Superintendent Bell to see if the School District would allow the school parking lot to be used during field trips.

Chairman Cole said what jumped out at him was the Seniors haven't been contacted about this. He's not suggesting that the Seniors drive the train but, as a courtesy, and so that everyone understands what they are talking about, they should talk with Lucille, or whomever in that organization, or any other department head, so they can find out exactly what the impact might be. Until he knows exactly what it is they are talking about, they do have a commitment to the Seniors, whether it is at the Rec Center for those nine weeks, or something else. He didn't know what their schedule was, or if they just take trips during the summer. He just didn't know what the impact would be, even thought it sounded like a good plan and something that is needed. They should be a little more judicious with whom they talk, and cover everything before they move forward. Regarding maintenance and upkeep of Lions Hall, with all of the kids in there, he wondered what the plan was. Mr. Malizia said they have budgeted for the Town's custodian, Wayne, to do the maintenance work. He assumes the current custodian would continue to be used for the daily cleaning. Chairman Cole asked if Selectmen Stewart was considering moving the Seniors to the Rec Center building full time. Selectman Stewart said no, it was just during the nine weeks in the summer. Chairman Cole said moving the Seniors to the Rec Center would be only a short-term fix because they have other uses for that building. He asked about the \$113,000 that came out of development agreements. Selectman Maddox said that was made up from the \$400 per unit

contributions that builders make.

Chairman Cole asked if there was any need for Planning Board approval. Selectman Maddox said Mr. Yates wanted to know if the Selectmen approved this concept before he spends money to get hard and fast numbers and to go to the Planning Board with his plan. He thinks the Planning Board would support it, if the Selectmen does. Selectman Massey asked what the reason was for Planning Board approval, if this was all internal. Mr. Malizia said it was to release the funds. Chairman Cole asked what the account was, and if release was contingent upon Planning Board approval. Mr. Malizia said it was the Recreation Contribution Fund. Selectman Maddox said that the Planning Board did, in fact, need to approve it. Selectman Massey said the Planning Board has to recommend releasing the funds to the Board of Selectmen, and then the Board of Selectmen says yea or nay. Chairman Cole asked if the Selectmen can overrule the decision, if the Planning Board says no. Selectman Massey said no; it requires Planning Board approval to release the funds. He would be very surprised if the Planning Board said no, if the Selectmen had a good plan. Monies have already been released twice in the past two years—for a traffic study and from the corridor funds to do work at Constitution Drive. Chairman Cole asked if there was any other need for this item to go to the Planning Board. Selectman Maddox said just to see what the plan is, but there isn't any site plan approval or anything, unless they plan to do a field. Mr. Malizia said that's not in the immediate future, but down the road, depending on how the usage goes.

Chairman Cole said he's ready to go forward with this, once he hears the outcome of the discussion with the Seniors, and sees some cost estimates on the various projects. Selectman Stewart asked the Town Administrator to contact the School Department with regard to the parking. Chairman Cole said that all dovetails together with regard to the Seniors so they understand the impact so they can possibly accommodate it with the least amount of turmoil in order to get the ball rolling. They need to know if the \$113,000 will accomplish the projects. If not, they would have to prioritize.

Motion by Selectman Stewart, seconded by Selectman Massey, to defer further discussion to February 8, carried 4-0.

Selectman Maddox didn't vote either way, saying he was ambiguous, as some of the questions weren't answered, but guessed they would go around on February 8. Selectman Massey hoped all of the issues on the table would be forthcoming on the 8th. Chairman Cole said the motion to defer carried, but if anyone had further questions they'd like addressed, to bring them forward. Selectman Maddox asked the Board where they thought the Rec Department was going to go as it was his opinion that they needed both buildings. That's something they need to kick around on 8 Feb. Chairman Cole asked Mr. Yates if that's something he had considered. Mr. Yates said yes, he has, and will bring something back on the 8th. Chairman Cole said long term, they will outgrow Lions Hall, too. There has been a need for additional facilities in Hudson as long as he can remember. The south end has nothing, but that landscape is going to change. However, they have an immediate problem that they have to deal with, in the short term. Selectman Stewart asked if the quilters met in the summer time, too. Mr. Malizia said they meet once a month, but didn't know if that included the summer months. She hoped, if they did, that they would be able to use the Rec Center, as well. Mr. Yates will meet with the Community Development Director to go over those things.

Selectman Massey said they need to put this out to bid and not sole source it. The question is whether they are going to bid components of this, or bid the entire thing. He would be looking at the Recreation Committee to give them some guidance as to how they saw this going forward. He believes this is a project that should go to bid, given the amount of money they are talking about and whether or not they do multiple bids, based on the type of activity, or whether they have a general contractor who bids it and has subcontractors doing it. The committee needs to make some recommendations to the Board. They have to separate two different things. They have an immediate need to take care of the Recreation program that's growing in Town. He thinks Lions Hall is a solution to that immediate need, but he didn't want to tie up other issues with it right now. The other issues being what they do with cable. That's a down-the-road decision. They need to make this happen first and then look at some of the other alternatives. Secondly, the decision on what they do with the other building, he didn't think at this time, if they don't have a really good feel for what Selectman Maddox is talking about, he didn't think he'd need an answer on February 8th to that question. The thing they really want to go forward on on February 8th is to make the Lions Hall project happen. The other things are not as pressing. If there isn't an answer on what they should do with the existing building it is not critical to being able to say on February 8th, "Let's move forward with Lions Hall." The Lions Hall project can stand on its own, as long as they deal with the two issues they talked about.

Selectman Maddox started to say if the goal was to move all of the operations to Lions Hall, when he was interrupted by Selectman Massey, who said that is not his goal. His goal is to solve an immediate problem, which is an expanding recreation program and one way to deal with it is to put Lions Hall in play as a recreational facility. Whether or not they move everything there is dependant on what they see as a program for the next five years, which would then dictate whether they keep the existing building as a Rec Center or make it available. In his mind, he has already thought of at least three other things they could use that building for. But he's not prepared to give it up, if they really need it for recreation. Selectman Maddox said his point was that all of them have stood out there on election days and seen that Lions Ave is quite the speedway. Perhaps they should get together with the Police Chief to see about blocking off that roadway during the summer to facilitate kids getting out of cars.

That is an issue that they need to deal with on February 8. Selectman Stewart said that's what they do now at the Rec Center; they block off, and they would do the same thing. They will have an area to drop kids off, but pretty much from 7:00 in the morning until 5:00 at night, Lions Ave would be blocked off. It'd be no different than the way it is now. Selectman Maddox said right now, Lions Ave is a throughway and there is a parking lot there that you can go around. He was looking for a plan, which might include having to buy gates. Selectman Massey corrected him, saying they are barriers, not gates.

Chairman Cole noted that on the last page of the Recreation Director's memo, it states effective 1 May 2005, the present Lions Hall will become the Hudson Recreation Center, not an auxiliary or peripheral building. It assumes all of the recreation operations will be moved there. Mr. Yates said that was the plan. (Talking over each other.)

E. Receipt of a donation from Flash Photo Sports to the Recreation Department

Motion by Selectman Stewart, seconded by Selectman MacLean, to accept the donation, with the Board's thanks and appreciation carried unanimously.

F. Designation of Selectman to Post the Warrant

Selectman MacLean volunteered to post the warrant this year.

8. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Terry Stewart extended big thanks for the DPW for the tremendous job they did over the weekend, especially compared to surrounding towns. Hudson had school on Monday. While all of the Town slept, tucked into their beds, DPW crews were out working long hours to make sure the emergency equipment was safe. Don't forget to vote on March 8 for the Highway workers contract. It is for these same hard working men and women.

She reminded everyone that Saturday Night was Adult Comedy Night at Hudson Lions Club. Tickets are available at the Rec Department or the Town Clerk's Office.

She thanked and congratulated Reggie Provencal for 25 years of dedicated service to the Hudson Rec Department and the Town of Hudson. Reggie has gone over and above his duty to the Town, working at the Rec Department. All the kids love him.

At the last meeting, she was misquoted by HLN and the Telegraph. Her quote was, "A *new* library was a luxury." She does know the value of a library in a town. She was talking about a new library. A small correction was printed on page two, but it was there.

Ken Massey asked if the Town had service awards and, if not, he'd like to institute them.

(Start Tape 3-B)

Something like a pin, starting at the 20-year mark. Selectman Stewart said Reggie was presented with a clock by the Recreation Committee at their last meeting. Selectman Massey thought the Town should have service awards for 20 years and then every five years after that. The Board should think about that and decide what to do. Several people have approached the 25-year mark and should have some bauble as a small token of appreciation. Chairman Cole asked if he would put together a proposal for the Board's consideration. Selectman Massey said yes, that he'd work with the Town Administrator on it.

Continuing, he happily reported that the Water Utility Committee is fully operational. They will meet on the third Wednesday of the month at 5:00. The Chairman is Jeff Rider; Vice-chair is Leo Bernard and the Clerk is Tim Boland.

Selectman Massey wanted to make something clear. Regarding the Operations & Maintenance Contract for the Water Utility, the Town sent a letter to the current provider that they wanted to re-negotiate the contract, which expires on the 15th and the Town was going to put the contract out to bid. Pennichuck, the current provider, came back to the Town and the Town accepted their proposal to, instead of putting the Operations & Maintenance Contract out to bid at this time, that the Town would put the entire business relationship with Pennichuck on the table, so included with that would not only be the Operations & Maintenance Contract, but the purchase of water for Town use and the distribution by the Town to Pennichuck's customers in Litchfield and Pelham. The ad hoc committee, that the Board asked to lead the way on this, did meet with Pennichuck Service Corporation's President, Chief Technical Officer and their Controller last Tuesday, and they did reiterate that the entire business relationship is on the table, not just the Operations & Maintenance Contract. If it was just the Operations & Maintenance Contract, they were going to go out to bid. The Town is waiting for them to come back with responses to some specific details that they want to see in the Operations & Maintenance Contract and they are also going to provide some additional information on the other pieces of the business contract. For people who may have read in the paper that they were talking to Pennichuck just on Operations & Maintenance Contract, it's the entire business relationship with Pennichuck. The Town set a goal that they wanted to have everything ready to have the Board of Selectmen look at a term sheet, which would be the basis for which a contract would be written by April 1 and a goal to have a contract in place by June 1. So, they would be looking at the first meeting in April, if they stayed with the agreement they reached last week to have the Board approve the terms and conditions for a contract and the actual contract the first meeting in June.

Kathleen MacLean just wanted to remind everyone that it is the filing period for Town offices and there are plenty of positions open. She encouraged people to check out the available positions and try to get involved, if possible.

Rick Maddox said he was on a web-based tirade tonight and was doing some research on a number of items and the Town's web site is sorely lacking. He knows that Selectman Massey is working on something with that, but there is so much information they could be giving the residents of Hudson and future or potential residents that would be helpful, such as Rec Center information, Cable Utility, etc. He hopes they will see something in the next few months that will get them up to par with some of the surrounding towns. Selectman Massey said if he has any ideas he'd like to see, send the suggestions or the actual content to the Executive Assistant and it will be forwarded to the Web Meister for support. A lot of things can be posted by simply sending the content to Ms. Boisvert. Other issues raised, like where they are going with it long term, is something they are going to have to look at because they have taken over internal management of that, as opposed to Mr. Badger's volunteer effort that he so diligently performed for the Town for many years. He gave the Town a good start. Chairman Cole asked what Selectman Maddox suggested they do. Selectman Maddox thought perhaps the IT professional could come and meet with the Board to see if there is something they have on the horizon, just to give the Selectmen an overview of what is done in-house, what their plans are for the next three, six, 12 months out, to see where the Town can go with this. The Town's web site is very basic. There are so many things that could be put on there, such as forms for Community Development, so they don't have to go into Town Hall to get a form. All of those kinds of things would be helpful to the citizens to make life a little easier dealing with Town government.

He went on to the web site for the library, hoping to find the study that everybody references why the library needs to stay there. Lo and behold, he couldn't find it. He's asked twice as a CIP member and at least twice as a Planning Board member and once as a Selectmen. He wishes they would share that information with the Town, since they continuously use it as a reference. Hopefully, they can get that up on their web site.

Bill Cole recognized Joe Anger on his 25th anniversary of employment with the Town in the DPW. He is one of the more highly prized individuals in the department, celebrating his anniversary on January 31. Road Agent Kevin Burns praised Joe and said he has never missed a storm. He also drives an excavator in the summer and works laying pipe. He's a true go-to guy in the DPW and has been for 25 years. Congratulations and thanks to Joe for his dedicated and outstanding service to the Town.

He echoed Selectman Stewart's comments about the DPW over the weekend, with regard to the storm. In driving around Town, he observed that they did an outstanding job. When he spoke with Kevin and Jess on Sunday, the storm was starting to wind down. The troops were highly motivated because their goal was to be home for the 6:30 Patriots game kickoff. He understands most of them made that goal and also understands most of them were asleep by the end of the first quarter. They accomplished their mission, but missed the game.

Tim Upham, a former Call Firefighter with Station One in North Hudson and former member of the Budget Committee, was admitted to the hospital over the weekend for some emergency surgery. He was still in ICU yesterday, but is doing better. On behalf of everyone, he extended thoughts and prayers to Tim for a full and speedy recovery.

Motion by Selectman Stewart, seconded by Selectman MacLean, to approve the request by the Hudson Heat Outcasts (softball team) to fund raise at Market Basket on February 5 and 12, carried unanimously.

9. **ADJOURNMENT**

Motion to adjourn at _____ p.m.

Recorded and Transcribed by Priscilla Boisvert
Executive Assistant

HUDSON, NH BOARD OF SELECTMEN

William P. Cole, Chairman

Teresa Stewart, Vice-Chairman

Kathleen R. MacLean, Selectman

Richard J. Maddox, Selectman

Kenneth J. Massey, Selectman