

HUDSON, NH BOARD OF SELECTMEN

Minutes of the July 23, 2019 Meeting

1. CALL TO ORDER - by Chairman Morin the meeting of July 23, 2019 at 7:01 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by Recreation Director Dave Yates.
3. ATTENDANCE

Board of Selectmen: David Morin, Kara Roy, Roger Coutu, Marilyn McGrath, Normand Martin

Staff/Others: Steve Malizia, Town Administrator; Donna Graham, Executive Assistant; Fire Chief Rob Buxton; Police Chief Bill Avery; Dave Yates, Recreation Director; Chrissy Peterson; Darcy Orellana, School Board Member

4. PUBLIC INPUT

Chairman Morin indicated he was not seeing anybody in the audience tonight, we'll move on.

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS - None

6. CONSENT ITEMS

Chairman Morin asked does any Board member wish to remove any item for separate consideration. Seeing none.

Motion by Selectman Roy, seconded by Selectman Martin, to approve consent items A, B, C, D, E and F as noted or appropriate, carried 5-0.

- A. Assessing Items - None
- B. Water/Sewer Items - None
- C. Licenses & Permits & Policies
 - 1) Request to Solicit Funds - The Salvation Army
 - 2) Outdoor Gathering Permit - Old Home Days
- D. Donations - None
- E. Acceptance of Minutes
 - 1) Minutes of the July 9, 2019 Meeting
- F. Calendar

07/24	7:00	Planning Bd - Buxton CD Meeting Room
07/25	1:00	Trustees of Trust Fund - Buxton CD Meeting Room
07/25	7:00	Zoning Bd of Adjustment - Buxton CD Meeting Room
08/01	6:30	Recreation Cte - BOS Meeting Room
08/01	7:00	Benson Park Cte - HCTV
08/06	7:00	Board of Selectmen - BOS Meeting Room
08/07	7:00	Budget Cte - Buxton CD Meeting Room
08/08	7:00	Zoning Bd of Adjustment - Buxton CD Meeting Room
08/12	7:00	Conservation Cmsn - Buxton CD Meeting Room
08/12	7:00	Cable Utility Cte - HCTV

08/13 7:00 Board of Selectmen - BOS Meeting Room
08/14 7:00 Planning Bd - Buxton CD Meeting Room
08/15 7:00 Benson Park Cte - HCTV
08/20 7:00 Municipal Utility Cte - BOS Meeting Room
08/21 6:00 Library Trustees - Hills Memorial Library
08/22 3:00 Trustees of Trust Fund - Buxton CD Meeting Room
08/22 7:00 Zoning Bd of Adjustment - Buxton CD Meeting Room
08/26 7:00 CIP - BOS Meeting Room
08/26 7:00 Sustainability Cte - Buxton CD Meeting Room
08/27 7:00 Board of Selectmen - BOS Meeting Room
08/28 7:00 Planning Bd - Buxton CD Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on July 9, 2019

- 1) *Motion by Selectman Coutu, seconded by Selectman McGrath to hire Cooper Downey as a Part-Time Maintenance Assistant in the Police Department with a total of fifteen (15) hours per week with a starting salary of \$10.00 per hour, carried 5-0.*
- 2) *Motion by Selectman Roy, seconded by Selectman McGrath, to deny the Step 2 Grievance filed by the Hudson Public Works Union, AFSCME Local 1801 for the Class Action Hours of Work and Overtime Foreman Position, carried 5-0.*
- 3) *Motion by Selectman Coutu, seconded by Selectman McGrath, to grant the Town Administrator an additional two (2) percent raise effective July 14, 2019, carried 5-0.*
- 4) *Motion to adjourn at 10:11 p.m. by Selectman Coutu, seconded by Selectman Roy, carried 5-0.*

8. NEW BUSINESS

A. Police - Purchase Bullet-Proof Vests from Capital Reserve Fund

Chairman Morin recognized Police Chief Bill Avery.

Good evening members of the Board. Tonight I'm here to ask to remove \$3,705 from our Capital Reserve Account that we had previously set up which will help alleviate the expenditures for bullet proof vests. The current vests and I think all bullet proof vests expire after a five year period. We currently need to replace three new bullet proof vests for our patrol officers that are out on the streets every day. We will look to make this purchase as soon as possible. We have about 3 to 4 weeks before they will actually expire. We're in pretty good shape.

Motion by Selectman McGrath, seconded by Selectman Coutu, to authorize the amount of \$3,705.00 from the Bullet Proof Vest Capital Reserve Account to purchase three (3) new bullet proof vests at \$1,235.00 per vest. The bullet proof vests are on a five year cycle and have expired, carried 5-0.

B. Recreation - On-Line Registration Update

Chairman Morin recognized Recreation Director Dave Yates.

Good evening. Dave Yates noted it's been a while since we've been in. I brought with me Chrissy Peterson. She's our Office Assistant and on-line guru. It's been a while since we started on-line registration back in May. We've had over 630 people taking part on the on-line registration for soccer, summer, men's league for softball and women's league. In your package, we put the numbers of how many people have registered in each program.

Selectman Martin indicated I have a few questions. Have you had any failures of the system operating? Ms. Peterson said no. Selectman Martin asked are most of the users find this user friendly. Chrissy said

yes. Selectman Martin asked do your volunteer coaches find it easier since you're breaking down the teams - I'm assuming that's what you're doing that you're breaking down the teams and each coach has a (inaudible). Dave Yates said we haven't gotten to that point yet. Soccer will be the first one which will be in August. We'll have a coaches meeting. There will be a little different look for them rather than having the paper copies that we've had forever.

Selectman Coutu asked do they pay fees on line. Ms. Peterson said they do. Selectman Coutu asked any problems with the fee collection. None whatsoever and they've been going through as promised. Ms. Peterson said yup everything has been going good.

Chairman Morin said we've put a committee together just some of the kids in town. One of the biggest things that we've heard that there's been a sharp drop off not just in Hudson but overall the sports and things. Are you guys seeing that? Mr. Yates said soccer is still ongoing. Right now I think we're up to over 400. Last year we were at 500. It's not unusual that there's a bunch of late signups. We just sent a notice out saying they have until the end of the month. We're a little behind but I think we'll be ready at the same number. The summer program is at 450 kids. Today in fact we had 250 there just today. Our high for the season was 285 in one day. I don't want over 450 to come in one day because that would be a little overwhelming. I think the numbers are right about where we've been the last 5 to 6 years. I think the late sign ups that I'm sure are coming in because we're getting phone calls. I think we'll be over 500. I don't think we're down too much.

Chairman Morin asked how is it overall through all the sports. Mr. Yates indicated everything has been about the same. Basketball ended back in March. Girls' numbers were better last year in basketball which was a big surprise. Boys' numbers are usually higher in basketball. They've dropped and last year the girls' numbers in some of the divisions were much better. I'd say overall we'll right within 25 to 30 of last year.

Chairman Morin thanked both Dave and Chrissy for assisting us with the lunches. That's a huge help and we appreciate it very much.

C. Finance - Bid Recommendation - Town Hall Roof Replacement

Chairman Morin recognized Town Administrator Steve Malizia.

During last year's budget, Steve Malizia said we discussed replacing the roof and actually the two shingled rooves here at Town Hall were all the asphalt. A couple years ago, we did the back flat roof which is a rubber roof. We did that several years ago. The other roof and roofing systems is starting to get really tired so we need to replace them. The Board authorized that in the budget to come from the Capital Reserve Fund for major repairs. That's where this money is coming from. The bid package was put together to replace all the asphalt shingled roof and to replace gutters and downspouts so everything is updated. We had 7 packets directly mailed out mostly to local vendors. We advertised in the HLN and NHMA. We put it out there and we had I believe 4 or 5 vendors attend a walk through. It wasn't mandatory but if they wanted to look at the job, we had a walk through. We had three bids and I'm recommending the lowest bid which is DeSalvo construction who is a local in town vendor. More than likely, he'll do it over two weekends so it won't be disruptive to the general public. We talked about it. We met with him myself and Wayne our maintenance guy. He's more than likely going to replace the roof on the weekend so that it won't be disruptive because that was critical. We can't disrupt Town Hall. Probably strip and replace the roof one weekend and then gutters and downspouts in the next weekend. That's probably what it looks like. He was clearly the low bidder. Out of the three if you take numbers 1 and 2, they added up to number 3. I think we're getting a good value. He's a local vendor. He really wants the work, the job, wants to do it for his town and I recommend that we award it to DeSalvo.

One caution, Mr. Malizia indicated we don't know what's under the roof so we want to put some extra money out there just in case there's another layer of shingles. He will potentially have additional disposal costs. Again I don't know until we start taking it off. We have a slight provision for that.

Selectman Martin said that was my question. If we don't know what's there, could it be three layers? Could it be more? Steve Malizia said more than likely not. It's more than likely two. Again what we did is we figured out how many square they'd be removing and what the disposal costs of that square is and that's where I got the number. I actually got it from him and spoke to him. I'm not sure that that's actually there but in case it is, I don't want to stop, wait two weeks, come back to the Board, and get more money. Let's just put a provision out there that in case we need it. We're still well under the \$30,000 we had budgeted for this job.

Selectman Coutu said it's not my intent to put a damper on this but historically in town we don't allow any exterior construction on Sundays. Is this going to present a problem do you think? Steve Malizia said I don't think so because we can certainly tell them to do it between certain hours specific like don't start before 8 o'clock and finish by 5 o'clock. Again striping it is one thing. Nailing it is another thing. Generally there guys are pretty quick. I had my personal house done. It took them a day striping it, two layers, and reshingling it. I'm not saying it's going to take a day but I think it will be pretty quick. We can certainly tell them no starting before a certain hour specific. Selectman Coutu said we just don't allow contractors to work on Sundays I recollect. I just don't want to open a door here. Mr. Malizia said we don't have to. He offered to. Again if we do though, we have to plan it so that we can keep Town Hall open. Perhaps when we're striping, that's a Saturday, and then maybe on a Monday or Tuesday you put the shingles on and it's less intrusive. You're not sliding things off the roof. We can work with this vendor.

Selectman Coutu stated I would like to see us adhere to the rules we impose on others. Steve Malizia said it's not cast in stone. We had talked about it.

Selectman McGrath agreed. I know we're in a different time than when I grew up but as I grew over the years, you didn't do anything on Sunday. There weren't any stores to go shopping. No liquor was sold. That's not all that many years ago but I think allowing people to have some solace on Sundays is appropriate and we shouldn't add to the angst that they may feel.

Chairman Morin asked the Town Administrator you'll work with them on that. Mr. Malizia said it wasn't specifically part of his bid, it was just part of a conversation we had but we can certainly look at them. Their bid is good to replace the roof.

Motion by Selectman Roy, seconded by Selectman Martin, to award the bid for the Hudson Town Hall roof replacement to the lowest bidder, Peter DeSalvo Contracting, in the amount of \$22,308 with the funds to come from Town Hall Building Maintenance budget (5120-224) with approval for an additional \$3,420 if needed should a second layer of shingles need to be removed from the roof with funds to be reimbursed from the Major Repairs of Town Buildings Capital Reserve Fund as recommended by the Town Administrator and the Finance Director, carried 5-0.

D. Revenues and Expenditures Through June 30, 2019

Chairman Morin recognized Town Administrator Steve Malizia.

Steve Malizia stated this is through the end of the Fiscal Year June 30th. This is preliminary. This has not been audited. We have not been through the audit. The audit makes adjustments. Bottom line, the general fund as I think our Finance Director came in and spoke. We were about \$45,000 over primarily because of buyouts we had for some earned time and another retirement that we paid. As you recall, you authorized her up to \$200,000 and said we'll take 45 of that from the Capital Reserve Fund.

On the other side of the street the revenues, Mr. Malizia said is fantastic. 114 percent of car registrations over and above. Interest is 319 percent and we still have another month to book. We have another month of ambulance to book. Those have not come in yet. They are not reflected here. We don't get to spend it but nonetheless it will flow to our surplus, our fund balance which could be available for tax relief, other projects, or just sit in our general fund balance. Overall, pretty decent year. Again not audited. It could have some other minor adjustments. With the up to \$200,000 you approved for the earned time, we're covered.

Selectman Coutu asked water and sewer. Both numbers are considerably off. Is there still another month to record on these or are these the final numbers. Steve Malizia said sewer may have it for revenue. I'd have to look at their billing when their bill went out but I believe the water is all in.

When the auditors come in, Steve Malizia said when we do those budgets, we do things like using fund balance, and we're using reserve funds. We haven't booked any of that so the auditors will come in and adjust all of that for those purposes. Selectman Coutu said I was just wondering is there some major project in the sewer that we didn't do that we would have spent \$957,000 less than we anticipated. Mr. Malizia said no other than we're working on pumps and I don't think they're complete on the Sagamore project. That's the only thing I can think of over there.

In terms of what we have, Selectman Coutu asked have we attached any of the monies for the coming year for projects that we started. Steve Malizia indicated we've encumbered monies for the upcoming year so there's significant dollars in both water and sewer for the upcoming projects we're still working on. Selectman Coutu asked would expect that at the end of the month of July we'll know exactly where our balance is. Mr. Malizia thought we'll have a better idea after the auditors come in through August. Selectman Coutu noted it would be income versus expenditures. Mr. Malizia said they make adjustments to the books. Its stuff that they tell us don't you do it, we'll it.

9. REMARKS BY SCHOOL BOARD

Darcy Orellana - I'm pleased to be here. It's my second ever meeting. I did wanted to speak to the appreciation that the School Board has for the spirit of cooperation and collaboration that is among us now. I think that's because of you folks here and the willingness and the School Board's willingness to do that. In that spirit, and I know we've talked back and forth about it, going to be bringing a couple of School Board members and Karen Burnell. We want to ask if there could be a couple of Selectmen to come together and really come up with ideas around cost savings. What are the real opportunities if we can think creatively, imaginatively, and without boundary how can we buy together, purchase together, and align together in things that can save money and be more effective and to be more efficient in the delivery of procurement and services. That's my message for ya'll tonight.

Chairman Morin asked how soon do you want that. Ms. Orellana thought it's really going to be sort of a doddle poll in some way of what's people's availability. I think its Karen, Diana, and Gary. Chairman Morin said we have to come up for a group for you. If you want to start soon, we'll get it done right away. Ms. Orellana thought soon is good. Why not. It's interesting conversation to have. I think about roofing and ya'll were talking about roofing. We just did rooves.

Selectman Martin indicated I'll work with Selectman Roy on that as well.

Selectman Coutu said I offered and the town Finance Director and the Town Administrator. Steve Malizia indicated the Finance Director because I think if Ms. Burnell is doing it, it's probably more appropriate at that level at this point.

Chairman Morin asked to take the time to thank the schools for allowing Selectman Roy and myself to meet with your IT people the other day. We got a lot of good information out of that and we learned some things and we appreciate it very much. Thank you.

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman Martin – We have three probationary Firefighters who have successfully completed their probation. The Fire Department continues to monitor water quality at Robinson Pond. It has been tested by the State twice this summer and both have come back as swimmable. They continue to prepare for Old Home Days. They've also started to create their projects list for FY20 and will begin to move on their budgeted project for the next year.

The next meeting of the Budget Committee is the first week in August and we are touring the police station. That's all I have.

Selectman Roy - I just have a couple of things. I received a notice from Jess that there's been some delay in the paving project because of the weather. Everything has been pushed back a day or two. They're hoping to get back on target with that.

The other thing that came up at the School Board meeting that I think we should discuss maybe as an idea is doing a once a month joint TV spot on HCTV and talk about what's going on with both Boards, and what's going on in the town, and things like that. I think it has some value in doing that. Maybe we do it with the School Board and sometimes some of the professional folks do it when we talk about what projects are ongoing in the town and things like that.

Chairman Morin asked would you like to put something together. Selectman Roy said sure. I'll work with Gary.

Selectman Coutu - Just one thing Mr. Chairman. I want to remind everybody that even though we have a Planning Board meeting tomorrow evening that the Friends of Benson Park and the Greater Hudson Chamber of Commerce are hosting a "picnic in the park". It's a fundraiser for the Friends. They're going to have sandwiches, ice cream and things like that in the barn. The barn is now air conditioned. That is at 5:30 tomorrow evening. I told them I would be there for a least an hour. People will see how much the barn has improved. They're prepping now to bring in all of the paraphernalia that they were able to acquire that was for the most part on display across the street at the Hills Library a few years ago. They've acquired it. It's in storage and eventually it will end up in the barn for public viewing. If you can help the Friends of Benson Park, if you want to have an opportunity to socialize, it's supposed to be a beautiful evening. I know I'm playing golf tomorrow so it's going to be a great day. That's it.

Selectman McGrath - I have nothing this evening.

Selectman Morin - I have just one thing and I'm only going to say his first name because I'm going to butcher his last name. I'd just like to recognize Mike real quick out of the Assessor's Department. I happened to be coming through the intersection the other day and I saw some people standing on the corner in the town car. He assisted an elderly resident and her caretaker to get to a safe spot due to some issues that were taking place. It just shows how our employees care a lot more about just what they're doing. They look out for the residents and I appreciate everything he did. I just wanted to recognize him.

Selectman Coutu had one item. I don't know if anybody has noticed. I forget to mention this. There are without a doubt in my mind at least at a minimum 50 if not more signs hosted some of them on our property, a lot of them on private property - "We Buy Houses". It's littered. The other day there were 15 of them in front of Market Basket. Some of them right on their islands. There were some today I noticed at this end of town up by the Fireman's Memorial and several others going up 102. A lot of them on the property itself - actually it's our property we have the right of way. They're all over town. I know we don't have anybody assigned to collect them on a regular basis. Why I think we should have an intern in the summertime for that reason in the Code Enforcement Department so that they can go out and pick up the signs. I'd like to see somebody go around and pick up all the signs.

Steve Malizia indicated we try to make it a practice every couple of weeks. I've been doing it with the Code Enforcement Officer or the Town Planner. Someone will go because it's really two people one with somebody's driving. They are like mushrooms. We've literally pulled 45 to 50 signs and put them in the dumpster. We've done it probably three times this summer already. The quicker we take them down, the quicker they put them back up. It's a constant battle.

Selectman Coutu asked can we call the number on the sign and tell the people if you put them up we're going to...Mr. Malizia asked we're going to what.

Selectman Roy asked is there an ordinance that would allow him to be fined. Mr. Malizia said I'm not saying there isn't but that certainly is going to take somebody's effort and time.

Selectman McGrath thought we should have a big bonfire that people could witness with all of the signs.

Sean Sullivan used to say give them back. Mr. Malizia said no. These are not refundable. They end up in the dumpster.

Selectman Coutu indicated there is a proliferation of these signs right now just that one - "We Buy Homes". Mr. Malizia said they must have just swept the town because again we've gone through. I personally witnesses 45 signs. Selectman Coutu noted they went up over last weekend. That's when I started noticing them. I went down to the south end to deal with an issue with a citizen and I saw them all over the place. On the way back, my wife was with me and said my god they're in the Market Basket property. You'd think they'd take them down. That's up to the owner of the individual companies.

Chairman Morin asked Chief Buxton would there be a possibility if we could arrange with some type of town official and explorers to go out and take care of this as a community service. Chief Buxton spoke (inaudible as he was speaking from the audience). Steve Malizia stated, again, I've personally gone out and it's very frustrating.

10. NONPUBLIC SESSION

Motion by Selectman Martin, seconded by Selectman Roy, to enter nonpublic session pursuant to RSA 91-A:2 (a) Strategy or negotiations with respect to collective bargaining; RSA 91-A:2 (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; and (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community, carried 5-0 by roll call.

Chairman Morin entered Nonpublic Session at 7:30 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Morin entered open session at 8:29 p.m.

Motion by Selectman McGrath, seconded by Selectman Roy, to authorize the Fire Chief to extend the probation of Firefighter Benjamin Savage for an additional three months with a completion date of October 28, 2019 for a total of 12 months as recommended by the Fire Chief, carried 5-0.

Motion by Selectman Martin, seconded by Selectman McGrath, to authorize the Fire Chief to promote David Hebert to the position of Building Official effective July 29, 2019. This assignment will be a non-exempt position with an annual salary of \$61,483 as recommended by the Fire Chief, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Martin, to list Town owned tax deeded property located at 7 Alpha Street with DiBernardo Real Estate for \$179,900 and authorize the Chairman of the Board of Selectmen to sign the Marketing Agreement with DiBernardo Real Estate for the sale of the property, carried 5-0.

Motion by Selectman Roy, seconded by Selectman McGrath, to agree to the Modification Petition from the Hudson Police, Fire & Town Supervisors Association and add the position of Information Technology Technician II to the unit at the Town Accountant/Civil Engineer scale, Step 4, and to authorize the Town Administrator to sign the Modification Petition, carried 5-0.

11. ADJOURNMENT

Motion to adjourn at 8:31 p.m. by Selectman Martin, seconded by Selectman Coutu, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, Executive Assistant.

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

Normand G. Martin, Selectman