

HUDSON, NH BOARD OF SELECTMEN
Minutes of the November 7, 2016 Meeting

1. CALL TO ORDER - by Chairman Luszey the meeting of November 7, 2016 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE - led by Selectman McGrath.

3. ATTENDANCE

Board of Selectmen: Ted Luszey, Roger Coutu, Pat Nichols, Marilyn McGrath; Angela Routsis

Staff/Others: Steve Malizia, Town Administrator; Donna Graham, Executive Assistant; Kathy Carpentier, Finance Director; Police Chief Jason Lavoie; Elvis Dhima, Town Engineer; Dave Yates, Recreation Director; Len Lathrop

4. PUBLIC INPUT

Chairman Luszey asked does anyone in the audience wish to address the Board on any issue which the Board has control of at this time. Seeing none.

5. RECOGNITIONS, NOMINATIONS AND APPOINTMENTS - None

6. CONSENT ITEMS

Chairman Luszey asked does any Board member wish to remove any item for separate consideration.

Motion by Selectman Coutu, seconded by Selectman Routsis, to approve consent items A, B, C, D, E and F as noted or appropriate.

Donna Graham told the Board this morning I sent everybody an e-mail for the raffle permit for the Hudson Fish & Game. There was a typo on the date so it should be April 1, 2017 and not June 21, 2014. Just to let everybody know. Thank you.

Vote: Motion carried 5-0.

A. Assessing Items

- 1) 2016 Tax Abatement - Map 184, Lot 32 - 109 Belknap Rd., w/recommendation to approve
- 2) 2016 Tax Abatement - Map 190, Lot 42, Sub 1 - Andrews Ave., w/recommendation to approve
- 3) 2016 Tax Abatement - Map 157, Lot 8 - 7 Wende Dr., w/recommendation to approve
- 4) 2016 Tax Abatement - Map 182, Lot 43 - 9 Maple Ave.; Map 178, Lot 13-42 - 7 Loop Rd., w/recommendation to approve
- 5) 2016 Supplemental Tax Bill - Map 109, Lot 10 - 300 Derry Rd., w/recommendation to approve
- 6) 2016 Abatement - Map 216, Lot 17 - 8 Hardy Rd., w/recommendation to approve
- 7) 2016 Tax Abatement and Supplemental Bill - Map 199, Lot 7 - 56 Pelham Rd., w/recommendation to approve abatement and supplemental bill
- 8) 2016 Supplemental Bill - Map 247, Lot 45 - 4 Chestnut Street, w/recommendation to approve
- 9) 2016 Supplemental Bill - Map 129, Lot 3 - 14 Adam Dr., w/recommendation to approve
- 10) 2016 Supplemental Bill - Map 165, Lot 64-1 - 19 Merrimack St., w/recommendation to approve
- 11) 2016 Supplemental Bill - Map 165, Lot 128 - 11 Summer Ave., w/recommendation to approve
- 12) 2016 Tax Abatement - Map 222, Lot 41 - 9 Wason Rd., w/recommendation to approve

B. Water/Sewer Items - None

C. Licenses & Permits

- 1) Raffle Permit - HFWC Hudson Junior Woman's Club
- 2) Raffle Permit - Hudson Fish and Game Club, Inc.
- 3) Outdoor Gathering Permit - Mill Cities Alliance - road race
- 4) Request to Solicit Funds - The Salvation Army

D. Donations - None

E. Acceptance of Minutes

- 1) Minutes of the October 11, 2016 meeting
- 2) Minutes of the October 18, 2016 budget review meeting

F. Calendar

11/08		PRESIDENTIAL ELECTION
11/09	7:00	Planning Brd - Buxton CD Meeting Room
11/10	7:30	Zoning Brd of Adjustment - Buxton CD Meeting Room
11/11		VETERAN'S DAY - TOWN HALL CLOSED
11/14	7:00	Conservation Cte - BOS Meeting Room
11/14	7:00	Cable Utility Cte - HCTV Ctr.
11/15	7:00	Municipal Utility Cte - BOS Meeting Room
11/16	7:00	Budget Cte - Buxton CD Meeting Room
11/16	7:30	Senior Affairs Cte - Buxton CD Meeting Room
11/17	7:00	Benson Park Cte - HCTV Meeting Room
11/21	7:00	Budget Cte - Buxton CD Meeting Room
11/22	7:00	Board of Selectmen - BOS Meeting Room
11/23	7:00	Benson Landscape Cte - BOS Meeting Room
11/24		THANKSGIVING - TOWN HALL CLOSED
11/25		FLOATING HOLIDAY - TOWN HALL CLOSED
11/28	7:00	Sustainability Cte - Buxton CD Meeting Room
11/30	7:00	Budget Cte - Buxton CD Meeting Room

7. OLD BUSINESS - None

8. NEW BUSINESS

A. Central Street Bridge Project

Chairman Luszey recognized Town Engineer Elvis Dhima. Good evening.

Good evening Mr. Chairman and members of the Board. We recently completed this project about three weeks ago. With that said, I'm in front of you tonight to ask you to accept and sign the Certificate of Completion for this project.

Selectman McGrath said it was well done.

Steve Malizia stated I actually walked in the pipe with Mr. Dhima. They did a good job. I was curious to see what it looked like.

Selectman McGrath said I didn't do that nor do I want to.

Chairman Luszey had a question because when you described what was going to happen and what I see in the pictures, it doesn't add up. When you talked about what you originally were going to do, you were talking about basically sleeving the old culvert. What I see here is it looks like they poured concrete in the bottom of it up to where the rusted part is and then put some nice river rock in the front where it comes in and exits. That's it. Is that kind of really what they did and they didn't sleeve the rest? Does that buy us the longevity that we need?

Elvis Dhima said the term was "lining". We were going to do culvert lining. Basically this is called "concrete lining". It's the same thing as that but instead of doing the entire surface, you only do what's really damaged. In this case what was damaged in this particular case was basically the elevation where the water was going from the bottom of the culvert to basically the high water table which is what you see about 2 - 2 1/2 feet. Basically what we did is a concrete lining to address the area that was problematic which was the rusted area. The purpose of this was to extend the life of this pipe. We're hoping 10 to 15 years and also remove this from the red list of the NH DOT.

Chairman Luszey indicated what you really did is raise the water level by 2 1/2 feet in this culvert. Mr. Elvis said no. The lining itself is 6 inches. What we did is we protected and we treated the corroded area from zero to 2 1/2 feet. If you see the picture from the bottom...Chairman Luszey stated I'm looking at the before and after and it looks like unless that's water running through the after picture, it looks like the concrete is up to where the rusted area is. To me it says that raised the water level. Mr. Dhima said no. The lining is only 6 inches. The thickness of the concrete is only 6 inches. The water table when it fluctuates, it can go up to 2 1/2 feet from the bottom. So what you see there is the water but it only changed the configuration of the pipe by 6 inches.

Selectman Coutu asked would it have cost more to have done what you had said was going to happen which was to put a sleeve inside. In this case, Elvis Dhima said it wouldn't be a plastic sleeve around it. We were looking at like the total lining of the entire section like what you would do maybe for a sewer pipe. In this case, the industry standard would have been the concrete lining basically is what we did.

At the time that it was presented to the voters for approval, Selectman Coutu asked was the concrete ever mentioned that this was what was going to be done or was an internal sleeve what was addressed to be done. Mr. Dhima said it

was put as lining. We were going to do a culvert lining. We were not sure yet exactly what it was going to be. It could have been plastic. It could have been concrete. Basically what they do though is the concrete lining was the way to go. Selectman Coutu's recollection is as you recollected Chairman Luszey was that there was going to be the culvert was going to have another pipe inserted inside. I believe that was the way it was presented. My question is when the cost estimates were done relative to doing this pipe were they estimated as concrete or with having an internal lining to cover the entire culvert. Mr. Dhima said concrete lining is basically what we did. That's what that estimate was. Selectman Coutu noted I'll have to review my records but I don't think concrete was mentioned in the presentation. I could be wrong. Thank you Mr. Chairman.

Chairman Luszey said the expectation is what another 10, 15 years out of this. Mr. Dhima said we were hoping 10 to 15 depending on the weather. If we go through a drought, then there's not that much water traffic through the pipe depending on what kind of weather we get. We can get as much as 20 but it all depends on weather conditions winter and summer. Typically the standard for something like this is at least 10 years.

Selectman McGrath remembered the conversations about this. Before you even said the number, I knew it was 15 years life. We presented that last year for the warrant article. My question for you is this, the State reviewed this. They've approved what's been done and they don't have any issues with it being a concrete lining of the corroded part of the pipe. Is that right? Elvis Dhima said we told the State that this is the option we're doing. They're coming in some time in December to do their evaluation of this but they're aware of what we did. We're going to give them the as-built we're currently right now on our ratings which we believe is satisfactory and should be removed from the red list. They do their own separate one taking consideration of our ratings. The State was kept in the loop. Obviously we didn't do any reimbursements from them and all that because this was basically 100 percent the town. Again they were aware of what we did. The plans were submitted to them and all of that. Selectman McGrath asked and they have no issues. Mr. Dhima said they haven't had any. No. This is standard basically what other towns and our consultant has done in the past for something like this.

Motion by Selectman McGrath, seconded by Selectman Nichols, to accept and sign the Certificate of Final Completion of Work, carried 4-0-1. Selectman Coutu abstained.

- B. Donation of \$3,500 from Digital Federal Credit Union to be used to offset the E-Crash/E-Citation equipment grant

Chairman Luszey recognized Police Chief Jason Lavoie.

Chief Lavoie noted we had some correspondence with DCU. As you know they have a branch here in our community. They had expressed an interest in giving us a donation. We were very gracious to hear about them considering us doing this donation. Hence that's what brings me here tonight is to accept this. We did have conversation with DCU at the end of last week expressing what we were hoping for our intended purposes for the donation would be. They were completely in favor of support of doing as we needed to do.

Just so the listeners understand what E-Crash and E-Citation is all about...Chief Lavoie said a little explanation coming up because that's next on the agenda.

Motion by Selectman McGrath, seconded by Selectman Nichols, to accept the donation of \$3,500 from Digital Federal Credit Union with the Board's thanks and appreciation, carried 5-0.

- C. Request to approve application for E-Crash/E-Citation equipment grant from the NH Office of Highway Safety in the amount of \$4,500

Chairman Luszey recognized Police Chief Jason Lavoie.

Chief Lavoie asked to start this one off with normally it is the practice of department heads when we are applying for grants to come before the Board of Selectmen in advance and ask permission to apply for grants. That way there, the Board is aware, etc. There are several grants that we do that are involved in the town's budget because they're repeat grants and it just makes the process easier for all involved. That was a great suggestion that we implemented several years ago now. Normally I'd come before the Board and ask the Board's permission to apply for a grant in advance of myself having one completed. However a situation arose where there was not going to be time for the Board to have a meeting for me to be able to come before the Board and ask permission to apply for a grant. I made the decision to go ahead and start the process and then bring it to the Board's attention prior to us getting any final consideration from the State.

Chief Lavoie explained the State as the Chairman had mentioned is moving to an E-Crash/E-Citation program. This basically is equipping as technology has improved over the years equipping cruisers with a printer inside the cruiser as well as having a scanner in there. Driver's licenses all have our information on them. Whatever is on the license can now be scanned into a computer and the traffic tickets will print out inside the cruisers. What this will do is a few different things. This is the E-Citation part of it. It will create a safer operating area if you will for the officers in the sense that

they no longer would have to be writing, looking down, writing on their clipboard looking at a driver's license, looking back up, going back down, where their attention is constantly diverted. They'd simply scan the driver's license in and it would automatically backfill for the citation. Additional if there were a couple of violations that someone was going to be receiving a ticket for, you just click a box and that would tell it automatically to take this information, transfer it to a second summons, and just add another charge. For example if you had a speeding and a red light infraction for traffic control device. Currently we have to write out all the tickets and all the information twice. You can't put multiple charges on one citation. As the State adjusts its fine schedule, it's automatically done with this system. It also allows for information sharing. Let's say somebody was stopped - warnings currently. If you're stopped in Hudson for say tinted windows and we write you a warning that you can't have tinted windows like that etc. If somebody in Amherst was to make a motor vehicle stop for the same reason, currently they would never know that this person was already given a warning for tinted windows. With this system, they would now be aware that they were stopped X amount of months ago for tinted windows, or loud exhaust, or whatever the case maybe in that they were given a warning and they have to make a judgement call as to whether or not they felt there was ample time for them to have that looked into.

Chief Lavoie noted this would also create less errors with tickets because the information is automatically backfilled. Efficiency. I think we talked about the multiple offenses that may be observed. Also the officers would be allowed to type their narratives. Currently they write their tickets now. They'd be able to type in the information and it would be printed out for them for court purposes. Now the State is moving in this direction. This has been part very similar to the J1 Program that was started several years ago. Don't really need to get into the nuts and bolts of that. It's just a reporting part of it through the State.

Chief Lavoie explained the E-Crash System is if you're involved in a motor vehicle accident, the accident report done - Troopers for example. There's been a few beta sites. State Police has been one of them and they said that it's taking them so much less time now to complete accident reports because you don't have to log in all that driver information; things are automatically transposed with the State report. It will also create a report through IMC and that's one of the requirements is you have to be part of IMC in order to receive this grant which we are with TriTech. This is happening. With this, it gives us an opportunity to do is to possibly receive up to 5 of the full equipment. We have to pay for the installation of that. That would be our contribution/matching funds or in-line money would be us paying for the installation of this. What this grant does is because the State is moving that way, it allows us to get the equipment with this grant for basically for free and we'd be using the money from the donation by DCU to offset the cost of the installation. I think this is very helpful. It will still have extra money left over for the DARE Program. If we're only awarded two of these systems, then we would only be paying for the installation of two and more of the money donated by DCU would then go into the DARE/community programs that we have. Did you have anything else you wanted to add on that or did I cover it well enough?

Chairman Luszey said I'm okay for now unless the Board has any other questions. The only question I'd have is if we go ahead with this, we are basically adding to your technology/infrastructure in the cruiser it becomes part of your normal operating base. So if you don't get all of them, you would then start budgeting for additional ones to outfit all the cruisers for this correct? And what would that be? What do you foresee as the maintenance cost going forward once you put them in? Chief Lavoie said this has only been out for 2, 3 years with a couple of the beta sites. I don't have any information on the cost for that but I could certainly learn that information prior to the Board giving its blessing to go ahead and accept it should we get to that point. I do anticipate that similar grants like this will be issued through the State. We'd be looking at roughly 14 sets that we would need for our lined cars. This covers obviously 1/3 of it and it would be my hope that I don't plan on going all to it. The State hasn't mandated that yet but if we can keep seeing grants over the next year or 2, 3 years, my goal is to try and absorb as much of that through grant funding so that we're not paying for it. The taxpayers aren't paying for it and we'll see where it takes us. If we're not able to get additional grants and the State says okay you got to switch over, then we'll have to be looking at that as a budgetary expense.

Selectman McGrath asked if that were the case, you're saying that this for 5 packages is \$4,500. So that would be about \$9,000 if we didn't obtain grants.

Selectman Routsis said that doesn't include installation or does that 900 does or doesn't? Steve Malizia said it does not. It would be 1495 with installation.

Selectman McGrath indicated it says the installation costs would be up to \$3,075 for those five. So \$9,000 for additional units if we didn't get grants for it and then an additional \$6,000 for installation costs. It was what \$15,000. That's only if we don't get grants and that's going forward into the future and not today.

Motion by Selectman Coutu, seconded by Selectman Routsis, to approve Chief Lavoie's request to authorize the Police Department to apply for the FY2017 Equipment Grant in the amount of \$4,500. The installation cost will be paid for with the Digital Federal Credit Union donation check, carried 5-0.

Chief Lavoie stated I will be back for more information later. I would like to thank Steve and Donna who caught my first motion which was a little confusing so we corrected it.

D. FY 2018 Budget Wrap Up

Chairman Luszey recognized Town Administrator Steve Malizia.

As you recall, Steve Malizia stated we deferred the budget wrap up until this evening. We had some outstanding items. The first outstanding item are approving the default budgets for the general fund, the sewer fund, and the water fund. The next item would be to actually look at the FY18 budget if you have any items you wish to bring up. We also need to touch base on the revenue. We have not looked at that yet. When I say revenue, I'm talking the revenue that offsets or helps offset the tax rate. That's where you'll find motor vehicles and that sort of stuff. Lastly I believe we have three warrant articles that need to either be forwarded or not forwarded to the warrant. We've taken care of the majority but you still had three outstanding. In your packet, it's basically in that order. The first order of business would be to look at the three default budgets. I believe you probably all have motions.

- Default Budget

Steve Malizia explained in essence, a default budget is calculated by taking last year's approved budget, adding any items that are recurring that the voters either approved or were approved in a previous year. We subtract items out for example that are one-time purchases or things that we're not expected to do again. Then we take into account contractual obligations. We do have contracts in place that if we do have obligations to fund. With that we have a general fund default budget of \$24,894,750. That's the default budget that's calculated and again the Finance Director and myself basically pour through the budgets and look for those kinds of items.

Motion by Selectman Coutu, seconded by Selectman Nichols, to approve the general fund default budget in the amount of \$24,894,750, carried 5-0.

When we calculate the sewer default budget, Steve Malizia indicated we basically go through the same exercise. We look at contractual items and things that have been voted before and we basically take last year's approved budget which when we take that and add the items or subtract the items that are appropriate, that budget is \$1,553,948. That would be the sewer default budget.

Motion by Selectman Coutu, seconded by Selectman Nichols, to approve the sewer fund default budget in the amount of \$1,553,948, carried 5-0.

Last because we account for it separately, Steve Malizia said obviously is the water default budget. Again similar in methodology that we calculate and just so people out there in the audience understand that these budgets are the second number that appears on the warrant articles for the general fund, the water fund, and the sewer fund operating budgets. If per chance those budgets do not pass, this is the budget we fall back or default to so that we can operate the town, the water, and the sewer utilities. This number is \$3,612,441. That's the calculated default budget for the water.

Motion by Selectman Coutu, seconded by Selectman Nichols, to approve the water fund default budget in the amount of \$3,612,441, carried 5-0.

- FY18 Budget

Steve Malizia indicated the next series of sheets is basically where you ended or where we are right now as I understand correctly. The Finance Director has rolled in any action that this Board has taken into the general fund, water fund, and sewer fund. Also starting on page 11 are the revenues for the general fund. It's your preference as how you'd like to do this but there is no others that need to be finalized.

Chairman Luszey asked are there questions on page 11 - the revenues. We did discuss the motor vehicle permits. We did talk a little bit about evaluation when Jim was in. Steve Malizia said yes I believe we anticipate adding \$25 million to the base.

Selectman Coutu noted you level funded the ambulance. It might go up but that's a good idea. Mr. Malizia stated it's prudent to be careful here. The other thing to highlight again on this particular revenue, we're also planning on using \$600,000 worth of the fund balance next year when we do the tax rate. Again that's at your discretion next year. The other thing is we've taken the liberty of putting in some warrant article funding. If you looked down at the bottom you'll see for example (inaudible) for the fire station. You haven't forwarded that article yet but we've accounted for revenue. If you forward that article, that's the revenue that we spoke about at the last meeting that's coming from surplus to basically offset the cost of that station. Selectman Coutu asked if there was a negative vote, this would be adjusted accordingly. Mr. Malizia said that would have to be removed because you would not have the warrant article.

Selectman Coutu's only question - only because I can't spot it. I'm sure if I add all of these items up, I'll come up with the difference of \$3.5 million from the FY17 to the FY18. We're looking at...Steve Malizia noted this also includes water and sewer. So those funds that get funded from those. Selectman Coutu said those are the items that will have no

impact. Mr. Malizia agreed. Those are borne by the users and in those cases, there's no rate increase because we're either using their surplus, their unassigned fund balance. Selectman Coutu said this looks good. This has been as prudent as it has been in the past.

Kathy Carpentier said we have the general fund going up about \$133,000.

Steve Malizia stated this is done by consensus if you're comfortable its consensus and this is the revenue. Again next year you can always adjust things when you get to the tax rate as you recall. We did that less than a month ago. This is what we believe right now. Again just a consensus if everybody is comfortable with it.

Kathy Carpentier said after the vote in March, things could change just based on the vote.

Steve Malizia said that was the revenue. I don't know if you have any other items on the general fund budget or any of the other budgets.

Selectman Coutu noted I do. Where is the Engineering budget? Ms. Carpentier said 5585. Mr. Malizia indicated it's under the Land Use tab right after the Highway tab. Selectman Coutu received some communication from the Engineer and we probably all did I'm sure. Memorial and Taylor Falls Bridges. Is that in the budget? Mr. Malizia said that is funds that are in the engineering services line of that budget. There is funds for that under engineering fees - 5585-225, pages 7 and 9. Ms. Carpentier said it doesn't say much. It just says "outside engineering services". It's a \$45,000 budget. Selectman Coutu indicated it doesn't give any explanation. I read the communication from DOT and I remember questioning and that's why I asked for a report, a document to say that it was absolutely necessary that we include it in this year's budget. I don't know what that amounted to - \$14,250 - that was the increase this year over last year. Steve Malizia believed that's what the Engineer represented when he was here that it was that \$14,000 or \$15,000 would be for these two bridges over here our share of it.

Selectman Coutu said when I read something from DOT that says - and we all know what NHDOT - never having done on time - we need to talk about our next steps. "One thing you could do is submit an application for preliminary estimate for NHDOT to do estimates. It will likely take us several months to do those and get the preliminary estimate of cost back to you. We would also consider estimates done by consultants on your behalf. Then we could talk about where and when in our bridge program they could be funded." This looks to me to be way more than a year out.

Chairman Luszey said it's also in that same communication you have talks about we need to basically sit down with Nashua because it's a joint owned asset. I don't think we've done that. I'm kind of in agreement with you. I think it's a multi-year project and even to kick it of next year is really in the planning phase which I don't think is a funding state.

Motion by Selectman Coutu, seconded by Selectman Routsis, to remove \$14,250 from line item 5585-225 engineering fees.

Selectman Routsis said again because it's my first time doing this part of it. If we put this money into FY18 budget and we happen to not use it, can it just be carried over to the next year or is it a) has to be spent and used. Steve Malizia stated there's a couple of ways you can carry money forward. You have a contract. You have created a legal obligation either a purchase order or some sort of contract. If you were to do that, you would be able to legally encumber the money. There's an encumbrance meeting at the end of June. The Board would encumber. Short of that if you don't do that, the money would lapse and go basically to the unassigned fund balance unless this Board repurposed it for something. For example take the money and paint Town Hall but that's basically the two ways it could go. In essence the answer to your question is if you get under contract you could encumber it. If you don't, it would lapse to the general fund unless this Board appropriates it to somewhere else. Did that answer your question?

Selectman Routsis said it did answer my question. My concern is all too often do we seem to be playing let's take money out of the general fund for something. If we're going to potentially remove it from this line item, are we able to or does Engineering already have a separate fund that it could go in for. I'm looking for a way so in two years we're not possibly having double it whereas we could start something now.

Chairman Luszey said that's actually the point we're trying to make. I don't think we're ready to spend a penny in less than two years. We would actually be going through the FY19 budget where we might be looking at appropriating money to do something here. We still got to form a coalition with Nashua and come to agreement with them on what we want to do with that bridge because we're not sole owner of that asset. We're a joint owner. If you read that report, it says "we" the two owners need to come up with the plan. We haven't even started those conversations. That's a year by itself just to get those people to sit down and come to agreement with how we want to one just even proceed. I think it's a little premature putting money in a budget just so that it's going to go into surplus. If we already had the joint meetings taking place and had Memorandums of Understanding on what we needed to do and also that report talks about where that bridge is and it's in an okay state. They talk about conditions.

Selectman Coutu said it is satisfactory on deck 6 and good on deck 7.

Chairman Luszey said it's not an immediate repair but it is time for us to get those people together and start talking and putting that plan in place.

Selectman McGrath had a question. Was the \$14,000 that he was putting into the budget was that to do studies to determine what was actually going to be needed to be done to the bridge and to get those estimates started. By putting it in the budget, the budget actually doesn't go into effect until July 1 of 2017 and would go until June 30th of 2018. That's a long time for them to want to act on it. I understand your point about the work may not actually commence until 2019. Chairman Luszey noted I don't even know if Nashua wants to start the work. Selectman McGrath said you don't know either if he hasn't already contacted Nashua and had conversations with them.

Steve Malizia said there is no Memorandum of Understanding. I believe he's made obviously phone call inquiries to them but I don't believe they've met like sat down with all the folks. I know they haven't done that. There's no Memorandum of Understanding. You saw the documentation from DOT. The bridge to my understanding is not on a red list anywhere. What they're telling you is though it's your responsibility and at some point you and Nashua have to deal with either repaving, re-decking. Again we don't know what it needs because you can look at it but you're not looking at the substraight. You're not looking at all the underpinnings. Again that does take time. It takes analysis by someone who's qualified. It's going to be a process. I think what Ms. Mayville from DOT was saying is at some point soon you need to start the process. You don't want the bridge to fall and say oops we should have stuck with the process three years ago. That's sort of kind of where you're at. I will offer this. If you got into a situation where something all of a sudden became catastrophic, you have a contingency account. If you needed to spend 14 or 15, that's this Board's purview. I would hazard to guess that if the bridge to Nashua all of a sudden or the bridge back from Nashua all of a sudden become a problem, the Board would probably place some importance on that and get the money somewhere in the budget. I'm just saying that's an option that you need to think about.

Give that's a joint asset and knowing the situation Nashua's in right now, Chairman Luszey wasn't sure looking at what DOT sent down they're going to be in any hurry to spend monies on it. They might be willing to have some conversations with the engineers, our Engineer because it doesn't cost any real outside money but to spend anything on engineering fee I'm not sure they're there.

Steve Malizia stated Nashua probably doesn't move quickly either because I believe they have a red listed bridge that they have not repaired. That's not my problem.

Selectman McGrath asked to say this. I'll support the motion because if it becomes a need we can tap into the contingency fund and we're not being short sighted by doing this now. That's my concern. If Elvis were sitting here tonight and he could answer our questions, I'd feel more comfortable but he's not. I will support the motion but with that provision that I think it's...Chairman Luszey said also understand if we take it out of this and say the need did arise that we had to get engineering funds, normally through the course of the year especially if you're midway through the year. There are other things that haven't got spent and probably would not get spent that we can reallocate funds. The amount of money we're talking about is low enough where I think that is a high probability. Selectman McGrath understood that as well. We're not talking \$100,000. We're talking \$14,000. Again my comfort level would be higher if I had been able to ask the question of the Engineer but I will support the motion for those reasons.

Vote: Motion carried 5-0.

- Warrant Articles

Steve Malizia explained to the Board if you're satisfied right now what would probably be prudent is KC would update this number here in the general fund which would then replace the number that's on your motion. You'd make a motion to forward the general fund operating budget in the amount of \$25,062,815.

Motion by Selectman Nichols, seconded by Selectman McGrath, to forward the general operating budget in the amount of \$25,062,815.

Selectman Coutu stated I'm going to vote against the motion. I would be a hypocrite and I would be lying to the taxpayers if I supported the motion only because I feel that the budget increase if we take off the \$14,000. This is the first year I've sat on the Board of Selectmen that we're asking the voters just on our budget alone not warrant articles to increase the tax rate by \$.07 on a \$1,000. This is what this budget is going to represent. I felt that there were other things that we could have trimmed. It was apparent to me that I wasn't going to get any support. I couldn't even get a second on what I thought was an important motion. I'm not going to support the motion to forward the general fund operating budget of \$25,062,815 because we're recommending an increase of \$.07 per thousand on the tax rate. As I said, I think that if you were going to look back in the last nine years, this is the first time I sit on a Board that's requesting such a large increase and I will not support that request. I think that if I had the stamina that I had 9 years ago, I'd say I'm going to go through this budget one more time page by page and I'd trim another \$182,315 from the budget. Be it as it may, I'd be wasting my breath and my time. I will not support the motion.

Kathy Carpentier said on page of the handout that you have, the general fund operating budget is at \$6.21 which is an \$.08 decrease to the budget that you just set at \$6.29. Are you comparing it to the bottom? Selectman Coutu said I keep hearing a default versus the proposed budget. The difference between the default and the proposed budget. If the voters put the default budget, it's going to be \$.07 less on the tax rate. Ms. Carpentier said it's \$.07 less than \$6.21. Currently the tax bill for the town is \$6.29. The budget in front of us right now is \$6.21. It's already an \$.08 decrease. They're going to either take the \$.08 decrease or they're going to take another 7 and do a \$.15 decrease. The budget of the general fund operating budget is \$.08 less than it is right now.

Selectman Coutu commented but it could be 15. Ms. Carpentier said it could be and that's the voter's choice to decide whether it's \$.08 less or \$.15 less. With the motion you just made, that was another penny. So it's really \$6.20. It's \$.09 less than what you currently...Selectman Coutu said I have a choice. I want to pay taxes that are \$.07 less or \$.15 less. I think I'd go with the \$.15 less. Ms. Carpentier noted that's always with the default budget is. The default budget takes out the one-time items that are listed on the default budget. I might have misunderstood you but we are not forwarding a budget that's greater than it was this year. It's less. It's \$.09 less. Selectman Coutu stated the budget that we're forwarding is asking for an additional \$.07 above the default budget. Ms. Carpentier agreed but not of the tax rate that we have right now. Selectman Coutu commented people have a choice. They can either vote to have a budget that lowers the rate by an additional \$.07 or not. Correct? Ms. Carpentier said correct but we have not increased our budget. We've decreased our budgeted tax rate. If I'm misunderstanding, that's fine. The tax rate will be down already by \$.09 and then an additional \$.07 of the voters choose the default budget.

Vote: Motion carried 4-1. Selectman Coutu in opposition.

By saying nay, Selectman McGrath said let me just...Chairman Luszey state he is in opposition of forwarding the budget. Selectman McGrath noted it's a deduction in the tax rate which is what KC just told us. That clears it up for me. Thank you.

Selectman Coutu stated if we all voted nay, we would get an additional \$.07 decrease.

Motion by Selectman Coutu, seconded by Selectman Routsis, to forward the sewer fund operating budget in the amount of \$1,912,779 to the warrant.

Selectman Coutu noted on this particular warrant article the - so that it doesn't seem that I'm hypocritical, the sewer fund is going to request something like \$450,000 to round in off increase and for me to make a motion to do it here but not having done it on the other one would seem somewhat hypocritical. However the items that we're requesting are items that will not affect the tax rate.

Steve Malizia indicated the sewer fund as the water fund do not affect the tax rate. They have their own rates for sewer. If you're a sewer user, you get a sewer bill and it has a rate on it. That rate is not going to change. It will be the same rate that it is this year. On the water side, there's no tax impact. You'll get a water bill like you'll normally get at the same rate that you normally pay.

Vote: Motion carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Routsis, to forward the water fund operating budget in the amount of \$4,134,601 to the warrant, carried 5-0.

Chairman Luszey explained that wraps up the budget discussion with the exception of an action item that we had out of our...Steve Malizia stated we actually have three warrant articles not to direct you but just to keep you on track. You have warrant articles I believe they're numbers E, F, and I. E was for the wage and benefit increase for the full-time employees of the Rodgers Memorial Library. You asked the Library Trustees to consider a 1 ½. They've respectfully declined and they'd like to ask for a 2 percent for their full-time employees. That would equate to \$8,925.

Motion by Selectman Coutu, seconded by Selectman Nichols, to forward Warrant Article E to the FY18 Warrant.

Selectman Coutu said the reason why I'm making the motion is that I think all of the contracts that we've negotiated this year are going to be at 2 percent am I not correct Mr. Malizia. Mr. Malizia agreed. Selectman Coutu said in order to be fair, I think it's fair to forward this and let the voters decide on the 2 percent increase for all of the contracts.

Vote: Motion carried 5-0.

Steve Malizia believed the Recreation Director has asked that this (Warrant Article F) not be forwarded to the warrant.

Motion by Selectman Coutu, seconded by Selectman Routsis, not to forward Warrant Article F to the warrant, carried 5-0.

Steve Malizia noted the last one you had was I. This is the Fire Department construction. This has been vetted through our attorney.

Chairman Luszey asked he no issued correct. Mr. Malizia said correct. He had minor language. I think he changed one word in here but this is his vetting. He has recommended this is the language that we would use. This would pass muster. We're taking funds from the unassigned fund balance and raising \$800,000 from general taxation. That's the intent of this article.

Motion by Selectman Coutu, seconded by Selectman Nichols, to forward Warrant Article I to the warrant.

Selectman McGrath indicated I'm not going to support this because as I've said in the past because of the location that they've chosen for this fire station, I can't support it because I think that it's going to cause more problems than it's going to correct.

Vote: Motion carried 4-1. Selectman McGrath in opposition.

Chairman Luszey said that's it for...Steve Malizia believed at this point in time you forwarded or not forwarded every other warrant as appropriate.

In terms to close out the budget review, Chairman Luszey said we had one action item from our last meeting and that was from the Recreation Director to bring forward a detailed analysis of why he was requesting additional resources for that department. He did send an e-mail out saying he was pulling that but I did have a conversation with him and I did ask him to provide us with that analysis of what those two positions do in detail. I believe it is in our packet. I would recognize Mr. Yates at this time.

Good evening. Dave Yates stated as you requested, I did give you a detail of what both of our employees do - our Senior Services Coordinator and our Administrator. They are both doing a fantastic job. They both are very busy all day long and they both provide a valuable service to the Recreation Department and the Town of Hudson. In your package I gave their job descriptions and a day to day run down and special activity run down also.

Selectman Nichols noted we have one part that said that the Senior Coordinator could open the senior center Monday through Thursday 9 to 3 and Friday 9 to 2. Now the daily setup under her roles are open doors, turn lights on, and have everything ready for the patrons as they arrive. We have seniors that could do that. They're there early. They're outside waiting. They could open the doors, get the coffee ready. They couldn't set up tables. That's out of the question but they could certainly do other things to get ready to collect money for the people that are going to do exercises or answer phones. There is a young girl now I think she's from the High School that comes in in the afternoon if I'm not mistaken and answers phones. I don't know if she's getting paid but she is there. She could have one of the seniors would be more than happy to bring it down to Town Hall to drop stuff off. They're there. They'd be more than happy to do whatever is needed. They're thrilled to death to help out. I know according to the other girl's assistant duties goes forever. I don't know if she has time to have lunch. Dave Yates said she sits at her desk and eats lunch as I do. Selectman Nichols looked at the list. I know she's supposed to be helping Lori but she has four pages of things that she has to do. I don't know how she can help Lori. Mr. Yates said Lori calls. We give Lori help with purchase orders. She does support Lori. Thursday Lori is out for personal reasons. She will be at the senior center on Thursday. Any vacation time or sick time Lori has been out, she has been at the senior center. Selectman Nichols knew she's been there for the sick time. Mr. Yates said she's supporting her also from that desk supporting the senior center. Lori did indicated to me she has a very big volunteer base and she does use the volunteers. Again all of our programs don't success unless we have volunteers.

Selectman Nichols said we don't have that many volunteers at the seniors but this poor girl at the Recreation Department looks like she could use 8. Dave Yates stated it depends on the activity. We can just find and we did last year. That's why it was approved as a warrant article and voted in last year. Selectman Nichols said it doesn't seem like she has time to do anything other than...Mr. Yates indicated she puts additional hours in off duty as I do all of our activities, weekends and evenings. We did during the day and people recreate during the evenings. We will manage it and I think we can open a fifth day from 9 to 2. Selectman Nichols noted I'd like to see it open from 9 to 3 like the rest. Why can't the seniors come in and open it and get coffee? Dave Yates thought maybe that's something we can sit down with the Senior Affairs Committee and see if we can figure that out. Selectman Nichols thought something should be done about that because they'd be more than happy to go in, open the doors, get the coffee, let people come in and get seated until Lori can get there to set up. I don't know. That's just a thought.

Selectman Coutu told the Chairman we have a municipal building that we are housing our senior affairs activities for. Like we do all municipal buildings, we have a responsibility for that building. We have liabilities in that building. I too welcome the fact that perhaps some seniors would be willing to volunteer. They need to be supervised. Not having supervision there creates a serious liability issue for the operation of the senior center and I'd like to avoid that at all cost. Just handing out keys to seniors to open the door and go put on coffee and they decide they're going to open at 8:30 instead of 9, well that's the time I'm there. It's going to cause a conflict. We need to have it managed. We need to have it controlled. I welcome the volunteers. I know there are a lot of people who would like to volunteer. Again

Selectman Nichols qualified her statement by saying there aren't many volunteers. So I don't know which it is. We either do or we don't. As far as changing hours of operation, I don't like to micromanage other departments. I'd like information when I request information but I don't tell them where to go, when to do it, how to do it, just provide information upon request. Micromanaging and telling them what time they have to open, what time they're going to close, that's what we pay the Recreation Director for. That's what we pay Lori Bowen for. I think that their request is justifiable. I've written as you have Mr. Chairman several job descriptions. I think this looks overwhelming but when you read it in its entirety and you put it all in perspective, it's not really that overwhelming and there's plenty of time in any given day to do additional activities as I could find probably with any employee in this municipality or in any company for that matter in the private sector. That's it. Thank you Mr. Chairman.

Chairman Luszey added because when I got this, my critical observation of this particular analysis - and Dave you and I spoke on the phone prior to you doing this - I told you what I was looking for. It's not this. The words that were used was "activity based budgeting" and I was looking for how much time your folks are spending on doing - again you have a page and a half I think or two pages worth of stuff that these people do. To Selectman Coutu's point, it looks overwhelming yet when I take a look at this there appears to be an awful lot of time that you had people in a car driving paper around to be hung up on doors here at Town Hall, at the skate park, and things like that which I'm not sure is necessarily good use of town resources. When I go through all of this, I don't know how much time it's taking on a daily and weekly basis someone to do because this isn't all the time. You have an event program checklist. I went down it and I looked at it and I said with the exception of stuffing 8,000 Easter eggs, I'm probably looking at maybe a couple hours max. Dave Yates said you're so wrong. Chairman Luszey said I hear you. We've had this - I don't see it. I'm from where is it Missouri. You have to show me. I just don't see it. If we're going to spend taxpayers' money for a long term commitment and that's what employees are, then we need to be sure we are putting the right people in the right place at the right time. This doesn't do it for me yet.

Selectman Nichols wanted to say that Selectman Coutu said that the building is a town building which it is but the seniors were also using the Community Center which is a town building and they went in there opened it up, ran every program by themselves with no supervision. I'm having a very hard time with that.

Selectman Coutu noted back then it was not a recognized town department. It was run by the independent Hudson senior organization and they had full permission to use the building as long as they managed it. Now we have taken over the program. It is our responsibility.

Chairman Luszey heard both sides of the argument and my read of it is we let organizations that are not town people use the Community Center unsupervised. It's a town building. How is the senior center different? If you have an organization of senior RC flyers and drone pilots wanting to use it, how come they can't use it and schedule time in it and need supervision? I'm not quite there with you.

Selectman Coutu's understanding is that these organizations have to provide insurance - liability. Steve Malizia's understanding is when they use the Community Center. Chairman Luszey commented I never did and I used the center for dances. Selectman Coutu said he's supposed to provide it and he's supposed to request it. Chairman Luszey noted if that's the case, then...Selectman Coutu asked you don't request liability insurance. Dave Yates said we absolutely do. I don't remember you reserving it through us. Chairman Luszey said year ago. Mr. Yates said at least 18 years ago. We go all the requests through Mr. Malizia. Chairman Luszey stated what I'm saying is these are groups that are part of the senior center community. They're members of that organization - that center. What makes them different? Selectman Coutu asked what groups are part of the senior community. You're either a member or...Chairman Luszey asked don't you have a membership that people have to join in order to go there? Okay so they're members. If they're members, why can't they use it without supervision? Dave Yates said they do use it but this Board hired a Senior Coordinator. Chairman Luszey said I got that. We hired someone to help with the planning of the program. That then lead us down this path that said the only time the senior center can be open is when that person is there. We deviated from the original concept of how we were going to manage the senior center which lead us here to this conversation because you came in last time and said we need a full time person now to open it five days a week. I said I'm not sure. We made a part time person last year a full time person to help give support to your other part time person that provides programming at the senior center so that we could get additional programming there. That person was to offset things there. Again I don't see the justification for additional head count needed to open the senior center full time. I believe between the 1 1/2 people that you have, that center could be opened 5 days a week.

Dave Yates said that's why we withdrew the request. I went and revisited it, looked at it, and we can open it 5 days a week.

Chairman Luszey stated that to me draws a whole other conversation that says did we not have the right conversation last year when we brought the case forward for bringing the part time to full time. Are we overstaffed now in that department? Again I don't see the detail breakdown. I see a bunch of words on a paper that says here's a bunch of activities. I don't know how long it takes to execute those activities. Again Dave Yates said every time we have a new Board of Selectmen, I do have them come by and see what we do. Until you see what we do and you see the services we provided, you wouldn't understand. You always think somebody else's job is easier until you've done it. You give up weekends, nights, and...Chairman Luszey told Dave this isn't about me seeing anything. It's about you being able

to justify to the taxpayer why we need additional people to do the job. Mr. Yates stated the taxpayers do understand what we do and we get compliments all the time and we've said let's forward them to the Board of Selectmen so they understand what we do. I think some Board of Selectmen do understand what we do but I believe if you stack up my administrator with the workload that she has, I would put her workload up to anybody's around here. Now is it articulated in this document? Maybe not but she is busy and she puts in hours after hours like I do. I wish I could work 8 to 4 and go home and not worry. No I can't. That's not part of the job. My wife says you have doctor's hours but you don't have doctor's pay but that's part of that job and I'm doing it. She's also willing to do it. Maybe I didn't articulate it in this document.

Chairman Luszey didn't know if what you have in this document is 4 hours a day, 2 hours a day, or 10 hours a day. Dave Yates noted she works from the minute she gets her to the minute she leaves. I mean she is a busy person when she's at work.

Selectman McGrath asked why are we having this conversation now. They came before us to request additional help. They've withdrawn that request. I think I understand what you're looking for ultimately but we don't need to be spending time on that tonight. If we can send Dave away and tell him this is what we want to see. We want to see a daily log of what takes place every day which warrants the number of hours whether its Lori or someone else that comes and does that job or the other woman that we hired last year up to full time doing a daily log so we can see what type of work they're doing and what the hours are to warrant that let's tell him that. Spinning our wheels tonight talking about something that they're not requesting at this point I think is...

Chairman Luszey said I'll tell you why. I guess I'm the one that's pushing this and I'll end the conversation. Last year when we had this conversation I did ask for that very document. I didn't get it. This Board approved taking the part time and going to full time. I'm still not convinced that we have 1 1/2 people worth of work from the rec. administrative area. What I'm trying to do is get at that. I asked for it when he requested this position and what we got is the same type of information we got last year and it's a bunch of bullets about here's the stuff that they do. There's no effort items listed and I can't put a number to that.

Selectman McGrath asked to make a suggestion. I don't know that you've ever done that before - create a spreadsheet or a worksheet showing what Selectman Luszey is looking for. If you have something like that that you could provide to him at least give him an example of what you're looking for and then have this as a discussion at a workshop. I'm more than happy to have that discussion then. I've got to say we've got a really big day tomorrow and I just assume go home now and try and get prepared for tomorrow.

Chairman Luszey indicated I will send another example.

As an additional note, Selectman Coutu stated that's why we have a Town Administrator. I think the request should have gone through him and perhaps he could have helped the Recreation Director.

Selectman McGrath thought it's the format that you're - I don't think Mr. Yates is clear about exactly what you're looking for and if we can give him an example of...Chairman Luszey said I beg to differ on that one. He should be very clear because we spent about 20 minutes on the phone the other day and I said I'm looking for time - activity and time. I don't know how clearer I can get. Then it shows me how many hours in a day a person is doing. Its activity based budgeting. Selectman McGrath noted I wasn't part of that conversation so I can't tell you what you said or how it came across. If we can have that discussion later.

Selectman Routsis said I'm not asking any question, it's totally pointless. Good.

E. Revenues and Expenditures

Chairman Luszey recognized Town Administrator Steve Malizia.

Steve Malizia said to kind of tie out, we are 33 percent of the way through the year or 1/3. We are again still tracking where we should be tracking. Our motor vehicles are doing pretty well. They're actually slightly up which is still a pretty strong trend. Again on the expense side obviously we have talked about before, we make encumbrances for contractual items such as our trash contract. We do a legal contract and what not. At this point, there's nothing that I've seen that causes me any concern and I believe the Finance Director would probably verify that. Again we're about a third of the way through the year. We will be entering the winter season. Looks like we're in good shape heading into it. Hopefully we'll come out of it in good shape.

9. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman McGrath - I have nothing to add other than I hope we have a good turnout tomorrow and that the election goes well.

Chairman Luszey hoped everybody is looking for the signs that have been posted and start taking notice.

Selectman McGrath noted there is one at Roosevelt Ave. directing traffic that way so that they'll come out onto Melendy and into the Community Center that way.

Steve Malizia indicated there is a traffic map on the town's webpage you can link to. I believe it's also on the town's Facebook page. There is also election information on the front of the town's webpage. At this point, I'm not sure how good that information is...show up and vote. Basically that information is out there. If folks are looking and they want to take a look at that and maybe preplan their route.

Selectman Nichols - I did find the election ballot on town web site so if anyone wants to know how it's set up, they can go to that and check it out. It's right on the front page. You have to click it and that's it.

Selectman Routsis - Good luck to you guys tomorrow. I'll see you at about 6 p.m. I'll be there for the night.

Selectman Coutu - November 11th is Veteran's Day. I want to extend my appreciation to all those who presently serve and have served in the armed forces. We wouldn't be here talking about elections if it weren't for them. In each our own special way, I hope everybody will remember our Veterans and take an opportunity that day if you see someone that you can readily identify as a Veteran or you know someone who's a Veteran to extend our appreciation for the service to our country.

I want to remind everybody we have elections tomorrow. I want to thank the HLN for the informative piece they put on the front page. I thought it was in color. I was impressed. That was great. I think you're going to find that in some cases depending on traffic flow, it could be a little confusing but if you follow the directions, I think you're going to find it much easier this year than you did four years ago. It won't be as impactful because a lot of people didn't show up for the Primary so they're not aware of the one way in one way out, the additional room we have to house people internally, more people manning the tables than the previous elections. I'm very hopeful that this is going to work. If population continues to increase, maybe four years from now we'll have that discussion of additional voting places for those who keep asking about additional voting places.

I also want to remind everybody that Thanksgiving will be soon upon us. The Hudson Fish and Game will be doing the annual turkey dinner. I hope to participate that day as I have in all previous years. If you have it in your heart and you want to make a donation, please send it to the Hudson Fish and Game Club. They could use the money to buy more turkeys and vegetables and pastries for the people who are going to be alone on Thanksgiving Day and who just can't cook a big turkey for one or two people. It helps a great deal. We'll be servicing typically around 1,400 people again this year. Thank you Mr. Chairman and see you all at the polls tomorrow I hope.

Selectman Luszey - Again just reiterate what everybody said. Get out and vote tomorrow. I'm looking forward to a record day tomorrow. Veteran's Day - yes, please thank all our Veterans. Operation Care for Troops will be shipping out about 5,000 Christmas stockings on the 12th. Again I just want to thank the community for all of their outreach in supporting that effort.

10. NONPUBLIC SESSION - None

11. ADJOURNMENT

Motion to adjourn at 8:18 p.m. by Selectman Coutu, seconded by Selectman Routsis, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, Recorder.

Ted Luszey, Chairman

Marilyn E. McGrath, Vice-Chairman

Roger E. Coutu, Selectman

Pat Nichols, Selectman

Angela Routsis, Selectman