

HUDSON, NH BOARD OF SELECTMEN  
Minutes of the September 6, 2016 Workshop Meeting

1. CALL TO ORDER - by Chairman Luszey the workshop meeting of September 6, 2016 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by Selectman Coutu.

3. ATTENDANCE

Board of Selectmen: Ted Luszey, Roger Coutu, Pat Nichols, Angela Saucier

Absent: Marilyn McGrath

Staff/Others: Steve Malizia, Town Administrator; Captain Bill Avery; Jay Twardosky, Highway Dept.; Fire Chief Rob Buxton; Police Chief Jason Lavoie; Lisa Nute, IT Director

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 there is no public tonight, we will move on to our discussion items.

5. DISCUSSION ITEMS

- A. Layout of Community Center and traffic flow for the upcoming Elections

Chairman Luszey stated most of you know that we've been working on laying out the Community Center and figuring out how to improve the traffic flow for the upcoming Presidential Election. With that, I'd like to ask Captain Bill Avery to come up and talk about where we are with all of that.

Thank you Mr. Chairman. Captain Avery said over the last couple of weeks myself and Supervisor Jay Twardosky, Road Agent Kevin Burns, and Chief Jason Lavoie and Chief Buxton have been talking extensively about how we're going to set up the parking that hopefully makes it easier for the citizens of Hudson to get to the voting polls both in September for the Primary and in November for the Presidential Election. As everybody knows in town, the traffic every afternoon backs up Lowell Road quite extensively and any time the Presidential Elections come, it is multiplied probably two or threefold. So this year our focus has been to try to clear up that traffic utilizing several police officers, members of the DPW, signage and also using sawhorses and such to help us get traffic through.

Over here we have a layout of entering Lyons Ave. Captain Avery noted people will see this year when they arrive to vote for the Presidential Election, they're going to be coming onto Central Street and there will be the Hudson Police crime scene vehicle will be located there with big spotlights. There will be at least one officer at this intersection. The officer may waive you down Raymond Street and right into Lyons Ave. but if the line backs all the way up down Raymond Street, we're not going to allow it to spill out onto Central Street which obviously clogs up Lowell Road during the rush hour. Traffic will be diverted down Central Street east bound towards Windham and they'll either be allowed to take a left onto Vinton Street or you'll be forced to go down all the way to Burnham Ave. There will be signs. Jay Twardosky will be putting out signs throughout the neighborhoods in case people get lost showing signs toward the voting polls. There will be plenty of officers about to ask for directions and/or DPW workers.

Captain Avery indicated there will be no parking on Raymond Street all the way to Adelaide on the east bound side of the road. So if you're coming in from Central Street, you're going to go onto Raymond Street and onto Adelaide Street. There will be no parking on the right side of the road until you get to Lyons Avenue. This is done obviously so we can get Chief Buxton's crew through this street in case of an emergency. The officers will also be located at the intersection of Lyons Ave. and Adelaide Street waiving people in and assisting getting people parking. This year the parking has changed slightly. When you come into Lyons Ave., there will be the spaces across the street from the Community Center there are 23 spots allocated for voting. Those spaces will be for voting only. These spaces will not be for people to hold signs or put signs on their vehicle. There has been designated parking which is over here on the right side of the building as you're facing the front door. Again there will be no people allowed to park there and just to put their signs on the vehicle and leave their vehicle all day. We're expecting between 12,000 and 14,000 residents to come out and vote and we need every inch of parking that we can get.

Once you come in, Captain Avery said there will be two police officers right in the middle of the road on Lyons Ave, directing you either to go take a right into the Community Center or left into the parking across the street. Half way down there will be another police officer waiting to help get you into parking spots and if there are no spots on the right side of the building, there will be a police officer on the back corner getting people around the rear of the building and they will be met by more officers on this side. There will be plenty of officers. They will all have their traffic vests on. They will all be wearing hats. DPW workers will be on this side of the building. As you're facing the front of the building, they'll be on the left and when all vehicles exit onto Lyons Ave. after they have voted, they will be forced to take a left out of this side and a right out of this side. So they will be forced to head towards Hurley Street. As they exit the polls, they will come up to Hurley Street and that is going to be a one way going towards Second Street. So nobody will be allowed to take a left-hand turn down Hurley Street. They will have to go towards Second Street and then make their

way to First Street or School Street and then back down to Library Street. The reason we're doing that is Hurley Street will be the main way in for the Hudson Fire Department if they need to respond in there for a medical emergency or God forbid a fire during the polls. There will be barricades here and there will be either a trash bag or a cardboard box over the stop sign so people will not have to stop. There will be somebody posted there to keep them waiving through and to get them to leave the area as quickly as they can and as safely as they can.

Also Captain Avery noted this year we're asking do not park left wheel to curb which means that you must park with the flow of traffic. In the past years we've had cars that cut across the street and parked their left wheel to curb and we don't want that. We want right wheel to curb only. Also if you're going to be routed up Vinton Street and ultimately come out onto Adelaide Street through Blackstone and then Noel Street, we will not be allowing anybody to park on the east bound side of Adelaide Street and Blackstone Street. So when they come onto Blackstone which is down in here there's some neighborhoods, we do not want people parking on the eastbound side so the fire trucks can get in there as well. Again the parking will be very much - I guess you could talk about that but there will be signs everywhere of where you can park. There will be sawhorses out there. There will be police officers assisting you. There will be plenty of people to ask for assistance. We expect a large crowd and hopefully to get people in and out of here as quickly as possible.

Chairman Luszey pointed out for the folks if it wasn't clear that the pollsters or the candidates will be allowed to stand right at the end of Lyons Ave. which for most people that know that area is right where the power lines run though. Captain Avery said in case I forgot to mention it, we will provide parking for them however it will be over on the right side of the building where you'll see the volleyball courts. Supervisor Twardosky is putting down gravel. They're grading it to make sure it's accessible for parking and nobody twists their ankle when they get out of their vehicles. So there will be plenty of parking over here for those people. The poll workers have been designated where they're going to park. There's also going to be plenty of handicapped spots. We tell people when you come out of Lyons Ave. you cannot take a left hand turn. Lyons Ave. will be a right turn only coming out from the building parking lot.

Chairman Luszey thought the only other thing that's important that folks that are watching this evening is that it's going to be more of an active parking situation. Folks will be told where there is open spaces around in the parking space so that they don't have to search for it. They'll be directed toward one. This is all about getting folks in and out of there as quickly as possible.

Captain Avery thought Mr. Luszey had talked about is we're going to be operating sort of like Disney World where people are just directing you right into a spot and park here. Obviously we can't have that many officers here but for the most part they're going to be told where there's vacant parking spots throughout the whole day. This will start probably around 5:50 we'll have officers start to line up and get in their positions. They will go until the closing of the polls.

Chairman Luszey thought in terms of the outside, that's about it.

Steve Malizia had a quick question. You were talking about when people are exiting they're going right on Hurley Street. School Street is closed during the school day from 7:30 a.m. to 3:30 p.m. So they're not going to be able to drive off of Second Street and make a left to go down Library Street. Captain Avery said no they will have to cross School Street. Mr. Malizia noted they will have to go all the way out to Ferry Street. Captain Avery agreed and take a right onto School and go out that way to Third Street. Mr. Malizia said right but they're not going to be able to make a left to get to Library Street. If they have to go there, they're going to have to go all the way around. Captain Avery forgot about that until school is out. Mr. Malizia said there's kids there and stuff like that. I'm assuming that has to be thought about. People have to really go that way. The other concern is what happens if it snows because it does snow in November sometimes what do we do? Captain Avery said we'll have the officers there. Obviously I'll lose three or four people from DPW if it snows and we do have more officers that we can bring in if need be. The easier way to access Lyons Ave. is down Adelaide Street from Ferry Street which would help us alleviate a lot of traffic off of Lowell Road. If you do live and you know how to wind around through Hudson to come in down Adelaide Street that will definitely help us out and alleviating the traffic from Lowell Road and Central Street. There will be some long delays that afternoon.

In terms of the outside of the Community Center for this presentation, Chairman Luszey said this is all about getting folks in and out of the Community Center as quick as possible and alleviating traffic backup on Lowell Road. So we hope this plan will do that. The plan is to do a dry run in September 13<sup>th</sup>. We won't be doing any of the barricading but in terms of kind of monitoring the flow and stuff like that, we will be doing that correct? Captain Avery agreed. We will utilize Hurley Street as a one way going out towards Second Street and obviously now all the way to Ferry Street. That will start next week. All the lights have been checked. It will be double checked and triple checked for that night to make sure all the lighting outside the building is sufficient to make sure that people can see at night. People have to be aware when they're crossing the street coming out of the Community Center if they do park on the other side. There will be a lot of vehicles. Again we'll have plenty of officers there. We'll have blue lights going so people slow down.

Unless there's any questions from the Board, Chairman Luszey noted the Moderator Mr. Inderbitzen is here and we can talk a little bit about the changes that we're going to make to the inside of the building if you want or I can do that. We don't have a big drawing of it.

Paul Inderbitzen did have a question. If people are leaving up Hurley Street to Ferry Street, how about that intersection? Will that have to be monitored during the heavy times to make sure people can make left turns? Captain Avery said we will be closely monitoring to see where we need to make corrections throughout the day. If that does become an issue, we will get an officer up there to help get people out of there. Absolutely.

Paul Inderbitzen asked how much of this are we implementing for next Tuesday. We're going to try it out. It's going to be a much smaller crowd. I don't anticipate more than the 3,000 - 3,500 people for the Primary but it would be a good test ground to see how things work. Chairman Luszey said it will be a skeleton crew versus a full crew of officers there. Mr. Inderbitzen said we're not going to need all of those. Chairman Luszey said the intent for the 13<sup>th</sup> is to give residents an idea of what the changes are both in the external and the traffic pattern and the internal because there is some significant changes on the internal also which hopefully altogether creates an efficient flow of voters.

In terms of the inside, and Paul Inderbitzen said I was going to try to have something from me into the paper for this week but there was so much in question I wasn't sure what was finalized and what wasn't so I didn't want to say the wrong thing. For the Primary but prior to November I'll have lots of stuff in the paper and hopefully we can get some letters and maybe some diagrams will be necessary for the inside. This is the setup we're going to be using. Also a one-way flow of traffic. Coming in the front here as everyone usually does - and actually this will be back further - we're going to have more cue lines. Much longer cue lines that we'll be able to work with. Also expanding this out to nine registration tables and one table for new registrants which we expect quite a few. We had 700 new registration at the Presidential Primary. We kind of anticipate we're going to see the same. People just don't register. I'll probably have something in trying to get people to register ahead of time. They don't. They can register the day of and that's what a lot of people. Entry will be as everyone does coming in the front. The registration tables we're going to have hopefully I'm having 18 - 2 at every table. So instead of 16 we'll have an extra 2. We'll be able to divide the alphabet more. We haven't figured out how we're going to divide it yet but we're going to figure out how to do that. Then we'll have one table where the Supervisors of the Checklist will be here for registering new registrants and then they can have a workspace over here. So the only people up front here will be the Supervisors of the Checklist and I'll explain where everything else is. So the people once they're registered, they're new registered, if they don't have id or anything they'll have already done that. They're going to get a card with their name, their party on it. This is for November so it's not for the Primary. Instead of having to go and stand in line to get through the checklist where they're not on it, they're just going to turn that card in and get their ballot. They've already probably waited and they'll be some cue lines over here. Once they get in, we have this set up here is all our booths and everything. I've never set up for everything. I think for the Presidential even I didn't because that was and in and out. The ballot in November will be much longer. People will spend more time in the voting booth. We have everything set up. We may fiddle with this a little bit because I think we can put a set of booths back here with the four set. We have five booths and a container but one of them only has four. Don't ask me why but that was that way when I got here. One of them got lost. We can probably do that and it will give us a little more space to move this back. The clerk is going to be over here.

Paul Inderbitzen explained the ballot boxes are going to be at the back. So when you come in you're going to check in at the tables, go and vote, and you're going to exit out the rear. We're going to use this side door here and I'm going to make sure we have the canopy - the one that they used for the rec. program and if we set that up over this door that way if there's rain or something there will be a little space. It also will define that doorway for the parkers - the people that are parking. We may take up maybe one space but I don't think so. We'll set that up here or they're going to exit through the garage. We're going to create a corridor through the garage so they can go both places. The kitchen area is going to be where the Juniors will have their refreshments in the kitchen and that's where our dinners will be prepared.

Chairman Luszey thought we agreed that we would not have anything like that that would...Paul Inderbitzen said up front. We're going to have it in the back. Chairman Luszey asked why would we want to do that. I thought we said we wouldn't want to do anything that would want to keep people in the building. The whole purpose is to get people out. Mr. Inderbitzen said people want a coffee and a donut when they're voting. I don't have a problem with that. Chairman Luszey noted that's what causes the bottleneck in the traffic and everything. We need to keep the people...Mr. Inderbitzen said no for up front. When it was up front. Chairman Luszey said if there's a reason for the people to linger in the building, it causes a problem on the outside because now they're taking up parking spaces. The whole purpose of saying no to that was there is no reason for them to be there other than to come in, vote, and leave. I thought we made that decision quite clear. Paul Inderbitzen thought we were moving them to the back. My anticipation was that they were going to have stuff there for people - I haven't told them they're not so.

Paul Inderbitzen explained this is our break area here. We might have this kind of corded off a little bit so that there's not privacy but at least separate it out a little bit. I've already talked to Dave Yates about making sure if we can't move everything back to take some of the things out and storage. He said if they need to move anything. We won't know until we get our table set up how much empty space we'll have over here and they may need to move those out but we're not sure yet. We're just going to have a normal corridor through here to the door. We'll not have the doors all the way open. We'll have them down. So they'll deposit their ballots in here and walk out. I expect maybe a little bit of complaint from the observers. Remember now we'll have observers for each party. One of the problems for November is that they want to hear the names. They have to stay six feet back and I usually put a tape line to make sure everybody knows where they're supposed to stay back. They always complain they can't hear the names because it's noisy.

When you get that many people in a room, it's going to be noisy. They also like to see what's happening when the ballots are being placed. They're not going to have that quick access. If someone wants to come in the back and watch them put the ballots in, that's fine. They can do that. I'll say you can go back there and watch them put the ballots in. They should be able to see. There should be a line of sight that they can see what's that. When we have to empty and we'll have to empty the ballot boxes numerous times during the day, we'll still bring them up front in order to separate them and box them up and put them away. We'll do that back here. So we have four ballot boxes. We always have a fifth that we keep in reserve in case we have a failure of one of the machines. I'm testing them all tomorrow so we should know that everything is working well. We're going to do this next week. It's going to be in and out the two sides.

Paul Inderbitzen stated well they're going to complain because they're going to have to walk out. Well they already have to walk to the front. If they're parked over here or over here, they still have to come around to the front to go in. This way they'll actually get back to where their car is a little quicker. Dave Yates mentioned to me that there's a little bit of a ramp here at the garage. I didn't notice it myself but it might be somebody who's ambulating a little bit. They may be a little bit more of a problem if they have a walker. I didn't notice it. When I go in there I don't really but I'm not limited in my motion so it may be something we could just be aware of. I don't think we should do anything but I think we need to be aware of it. Chairman Luszey said we'll check it out to make sure it's nothing...Mr. Inderbitzen noted it is at one level. There's no step. There's nothing like that there. That's the plan for internal. Chairman Luszey explained the whole key to all of this is its one way. Folks won't be allowed to turn around out of the voting booths and come back through the front door. It's a one way process. Mr. Inderbitzen said I'm going to put this in with a letter with some arrows so people know what they're going to expect and we'll figure it out before November. Chairman Luszey said the diagram will be in this week's paper and we can draw some arrows in onto of that picture to make sure folks know. Mr. Inderbitzen said I didn't have time because I know we hadn't finalized everything and I didn't want to say something that was not going to be correct. I'll do that for November. I'll have more time to get that ready.

Steve Malizia said in November there's no reason for anybody to go back to the supervisors to change their affiliation but in the Primary there will be some. Paul Inderbitzen said we're going to have a table over here for the change back. So when they exit after they place their ballot, they can go and get their status changed back to undeclared if they so desire. Mr. Malizia asked do we have workers to do that. Mr. Inderbitzen said yes. The Supervisors will have extra people. They've already planned on that to have a table. I just said this is not going to be up front. It's going to be in the back and she said oh okay. Like I said, we don't have a big crowd for the State Primary. The last couple have only been around 3,000. I think that won't present a problem not like the Presidential where we had a backup at the change back table because of the fact that so many people came. That was 8,800 but that's not an issue for November.

Selectman Coutu asked are we going to allow in light of the fact that next Tuesday is the Primary are we going to allow the Junior Woman's Club to be there on Tuesday. Paul Inderbitzen said next Tuesday has already been set. I'm not going to tell them now that they can't come. I hadn't even thought of that with November that we weren't going to have them. We were talking about it but I didn't remember it was decided. Chairman Luszey thought we made the decisions when we did all this those were decisions and not maybes. Mr. Inderbitzen didn't think it wasn't going to present a problem for next week. Chairman Luszey didn't think next week should not be a problem because it's a small crowd but the expectation is they're not there in November. The whole purpose of all of this is to get people out of that building and flowing through it so that they vote and let the next person come in and no traffic jams and all of that.

Paul Inderbitzen indicated one other item I was going to bring up to you cuz I know - well I was told that Selectman Nichols wasn't going to be there. She now said she will be able to there. You will not because you're on the ballot and you can't handle any ballots so therefore can't be there. There is a new law that allows the Selectmen to select their pro tem. I can still do it like I always do if Selectmen aren't there, I appoint temporary selectmen but under the new law, if a selectman can't be present even part of it can designate their own pro tem. All I would ask if you wanted to do that is send me a letter stating who it's going to be otherwise I'll just take care of it like we have in the past. Chairman Luszey didn't know anybody that's jumping.

#### B. Facilities Subgroup

Chairman Luszey said I've asked the Fire Chief, the Police Chief, and the IT Director to join us this evening to talk about large expense items for next year's budget process which we're going to talk about shortly after this item. What I'd like to is start off with the fire station discussion that we started at our last meeting. I did speak with the Chief a little bit trying to keep everything separate a little bit and that is to just talk to us this evening about three alternatives - redoing the Burns Hill updated costs on that; an estimate of what it would cost to build a fire station in a location other than the Lowell Road location that we've been talking about. I'm not even sure what the number is. I want to say 200 or something like that. Chief Buxton said 200 Lowell Road. Chairman Luszey added then the updated estimate for going forward with that location. If you would Chief please bring us along through that discussion.

Chief Buxton indicated I guess I would open up with a conversation about the renovation - potential for a renovation at the current location on Burns Hill Road. Last year we had come in with a proposal of approximately \$2.3 million. That was to add an additional 2,000 square feet to the building, extend the sewer with a pumping station to the facility, water main extension and renovation of the total facility came in at 2.3. Those numbers today just working with North Point Construction comes in at about 2.53 so those numbers have grown by 10 percent. The sewer numbers pretty much

remain the same but the renovation numbers - the number that jumps up because of the cost of the construction. So that comes forward at 2.5.

Chief Buxton indicated we also had some brief conversation regarding potential locations. As you are aware, the 204 Lowell Road site is the number one site for the location relocation. That is serviced by town water, sewer and gas. We looked at a couple of additional sites - 256 Lowell Road in that area. There is a parcel of 6 acres for sale. That is an estimated additional cost of assessed value of \$1.9 million. On top of new construction costs of \$2.9 million, you're looking at almost \$2 million just for a piece of property so I don't know that that helps out with the project costs overall. The additional location that we had talked about was going as far south as the Groves Farm Road area and potentially looking at a land swap of five acres. That would also encumber bringing in town sewer over. There is water in that area and you would also be looking at going with an oil head system versus a gas system. Some cons for that site is we move off the Lowell Road corridor and we're not forced to push all that traffic back north through the bridge and back towards the center of town back up Lowell Road. So when you talk about traffic flow and how that's flowing in and out, we're now coming through that traffic, across the bridge, and now up to that location. So you're looking at a sewer extension. You have water on that site but you're looking at some sort of an additional fuel for your heating system which is all additional costs for that project on top of the 2.9. That is negotiating some sort of a land swap within that area because we don't have any town owned property on that Groves Farm stretch. We have a piece off of Davenport Road that is kind of landlocked that may be advantageous for us to look at.

Chairman Luszey wasn't sure how the Board wants to go forward with this because what I'm trying to do is prep us for the budget and with the information presented, it looks like we're talking anywhere from \$3 - 5 million. The \$3 million being pursue the site that is owned by the town or go look at relocating it somewhere else. I'm not sure given where we ended up last year if that is a real plus for us right now in terms of an alternative plan that we should pursue with the voters. I would entertain a discussion with the Board that says we continue on with presenting to the voters an updated plan on building on the current site with the additional information that we have continued to look at other alternatives and everything that we look at is more expensive.

Just regarding the relocation from the current Burns Hill site to Lowell Road. Chief Buxton thought one of the points that needs to be made is that station services about 1,200 emergency incidents out of it per year and that number continues to grow. Ninety percent of those incidents come down the Wason Road corridor and force the traffic in the cue out of Wason Road and onto Lowell Road. I understand Selectman McGrath's concern regarding the traffic on Lowell Road but we're almost worsening it by coming down and pushing the traffic out of the cue and onto Lowell Road every time we go to enter traffic. We have the ability to use traffic control devices to get the flow of the traffic ahead of us. That would be pre-empted out of the station out of 204 Lowell Road which would start to get the traffic flowing. We would actually be pushing the traffic but in the direction that they're already moving and not forcing a cross over between north and south's traffic. That number continues to grow each year. That puts us in a good location for the business community down on the Lowell Road corridor. Also puts us close to obviously the Fairview Nursing Home, Oblate Retreat as we've seen that expansion within that area. We actually have picked up approximately 131 parcels within the area and almost 300 residents that will be servicing quicker out of that location. So I think as our number one site comes forward it's still as we bounced it out with the article that I've given you folks last week, it still balances out our top site.

Chairman Luszey asked if there were any comments or questions from the Board at this time.

Selectman Nichols wanted to know on the 200 Lowell Road which I really like that area. That's in the back of my head anyhow. Will you have lights or push a light to get your trucks out so that it stops traffic? How would you work that? Chief Buxton said that was the traffic control device that I was talking about. We would have the ability to activate the lights within the station because you have the flow of traffic flowing and get it out from in front of the building so we would be able to exit and actually go into the fold of the traffic.

Chairman Luszey asked Chief Buxton on the 2.9 that estimate is that a 2018 number or is that a today number. Chief Buxton noted that is a 2018 number for this budget. So that is not a '16 number. Chairman Luszey said the increase in building materials today plus some percentage based on what it may be at when you go to put a shovel in the ground. Chief Buxton agreed. We received an update from our contractor regarding the renovation at Central. We're obviously under contract so all our pricing is stable. They received notice as of September 1. Their construction materials went up by almost 40 percent for gypsum board and metal studs. They're seeing an increase because of the demand and the product that's not available at this point. The value goes higher and that's why the construction cost has gone up because as the economy has picked up activity and construction has picked up.

Chairman Luszey said if the Board is in agreement, we would use this number to go forward for the budget and location, yes? Selectman McGrath said yes. Chairman Luszey said we'll begin to put together a marketing plan if you will that talks about the different alternatives and what we've looked at. Selectman Saucier said with the marketing I think one of the things that we need to focus on this year and I'm always the one that says it is you really have to use social media to your advantage for this because that's where I heard last year. People were saying they didn't know anything about it. They didn't have information about it. There is a select group that will still read the newspaper. There's a select group that will still watch things on TV but there's a select group that will only look at social media. We just want to

make sure we integrate that into it as well because I think it's going to be key to making sure that people know what it is so when they go out to vote, they're not just saying no for the sake of saying no because they don't know anything about it.

Chairman Luszey asked Chief Buxton do you have anything more on this. Chief Buxton said no as long as the Board - I think I have direction to move forward with our proposal to bring in for the bond article with my budget and we'll move forward with that. Chairman Luszey noted we'll talk about budget in a few minutes. I believe we have consensus that we'll go forward with the station at Lowell Road with a new number of \$2.9 million and how we'll get that, we'll discuss it.

Chairman Luszey told Chief Lavoie last year during the budget process you talked about some possibilities in terms of some renovations that you would be looking at. Is there any big ticket item in terms of the police station that we should be discussing and looking at this year for our next budget process? Chief Lavoie said no. The position that I've been taking, and I've had conversations when Selectman Coutu was my liaison and maybe I think yourself as well and some other members that we've been trying to take a back seat. I feel as a department head it would be irresponsible for me to be pushing towards some of these that we have because we can maintain and we can keep doing what we're doing. We've been supportive of trying to improve what I would say is some very critical issues and needs of the fire department and I would be supporting the Board in the marketing to accomplish that need for the taxpayers to get that ticker checked off, get that critical issue dealt with and completed and then we'd be looking. I anticipate 5 years, 7 years, less than 10 an expansion of the police department that would involve - you know a couple of years ago when we were just doing some rough pricing, it was about \$3.5 million. We are looking to due to some partnerships that we have formed with the DEA and the FBI that hopefully we will have some asset forfeiture funds come in. As you are aware it was last December when that was raided by Congress and we are starting to see that money trickle in now. Recently we received a check for over \$100,000 from one of the operations that we had worked on collaboratively with part of the DEA and I'm hoping that we can have a little bit more money along the way that will help supplement some of those costs and we can combine provided that we meet all the asset forfeiture rules in order to use that funding which we should be able to.

Chairman Luszey said Chief what I just heard is in less than 10 years you're going to be looking to expand the police station. Is that a true statement? Chief Lavoie said yes. Chairman Luszey said if that's your time horizon can you expand to what you think you need in its current location given the site that you're on. Chief Lavoie thought we could. I would certainly encourage an architect or someone else to look at it that's more knowledgeable than what I am when it comes to building designs and things of that nature. We do have a couple of issues currently. When the original station was built for the members that are not aware and maybe not have heard me talk about it or for the voters out there, the original station was designed to be about 22 to 24,000 square feet and that was in 1993/1994 when those designs were being drawn together. When Chief Gendron came in here at that time it was going to cost \$3 million to do that size of a building. The Board of Selectmen at that time said cut that \$3 million in half and that's all you get - \$1.5 million. So the architectural firm Castle Bowes said you're going to outgrow this police department within 10 - 15 years and we did that. The building went from a 22,000 - 24,000 square foot down to 14,000 square foot facility. We've been in this building now for 21 years. We're bursting. We've eliminated rooms. We've eliminated meeting rooms. We have no storage in our building whatsoever. Our mezzanine is completely full with files and reports that we're required to keep even though we're in a digital age, current Statutes prohibit us from destroying paper. So we need to maintain a lot of that.

Chief Lavoie noted I have a lot of concerns about using off site facilities to store things as we've seen with some Town Hall - from other people that have had to use off site storage. Ours are a lot more concerning if we lose that information or that information gets misplaced. We are bursting out at the seams. If you were to tell me I could go ahead and do an expansion in 2 years, 3 years, I would jump at that opportunity to get that and relieve the stresses that we have. I'm trying to take a position of helping that dealing with the tax base and trying to get one project done at a time. IF this project could get done so that we could move forward with the rest of the growth needs and the concerns of the town and what I have as Police Chief and if that can be resolved within the next 3 or 4 years, hopefully year 5 we start moving forward with an expansion of the police department. I would like to see a two-story footprint. That's what I would be looking at not that ranch style that we have. The original building was designed to be two stories but because of the cutbacks, they eliminated a lot storage and it was stick built for a roof system. My goal if you're familiar with the area by where roll call, the administrative and detective area, that's the area I believe is where we could expand off to or we just take over the employee parking area of the police station and we have to park across the street.

Chief Lavoie indicated we've had issues from the beginning with we can't get an ambulance into our sally port and there's a number of times where we have to have an ambulance come up because we have someone that we've arrested and needs medical attention. We have to leave the doors open when they come. Me personally I've had one person fake an illness and then take off running off of a gurney. We're responsible for that person if they get injured after that.

Chairman Luszey asked where is this Board at in terms of for next year. If you're not looking to do any expansion - you're talking 10 years out - I would think within either next year or the year after we actually put funds aside to do the architectural study or can we do it at that site or possibly creating the plans for a police station/town hall type thing. Not

a total municipal complex because my assumption is we will figure out how to get the fire station through next year. We start attacking some of those longer term needs and the police and definitely this building and then skip down to technology and stuff. If we could get some costs on what it would take to do those plans, I would think we should budget some money this year to do that plan in '19 and complete it. Thoughts or comments?

Steve Malizia reiterated so you're looking for an estimate from say an architectural type of person so that you'd have a number to budget other than this Board could then say we want to have you design X so we have an idea of what we need to get to that X. Chairman Luszey indicated we need to put a stake in the ground and say this is what we believe we need to go and do within the next 7 to 10 years. In order to do that, we need to put some money on the table or in the budget that says we have these plans created so we know what we can get an estimate against each time we want to go do that. Right now pick a number. Steve Malizia noted people don't like to do it for free. Chairman Luszey said agreed. Just like we did with the fire station, we need a set of architectural drawings that...Chief Buxton explained in 2008 you actually hired Pacheco and Ross to do that for the fire department. Those are the needs assessment portion of that project that they did that is how we facilitated the square footage and the needs for the renovation and substation. So that was all part of that package. It was not cheap. It was about \$25,000. Comments from the Board.

Selectman Saucier thought that either way it's not something that we cannot do. We're growing out of a facility that we have to do something about it and we have to have the plans for it. We can't just say okay let's move forward. Let's ask for money. Let's renovate. We have to have the stuff to know what it's going to cost us. So the end result either way is getting the plans for it. It's just a matter of do we get just the plans for a police station or do we get the plans for both and I think your costs isn't going to be drastically different to get the dual plans together.

Chairman Luszey said this Board needs to come to terms with a sell fund. Do we want to go after a municipal complex or do we choose to continue to do an as built renovation? There comes a point in time within the next 10 years we'll need to expand the police station and whether or not it's on that site or a different site that need will be there. This building has already outgrown its usefulness really. We don't have enough space here to effectively accommodate the number of employees here and what happens here to the Chief's point, we have all kinds of records being stored off site. We've lost records. All of those needs need to be really documented and taken a look at and decided how we want to handle it. The first decision we need to make as a Board is do we want to fund that type of activity in the next budget and when we do that, there's a whole bunch of questions that we need to decide. Is it during that process that we declare and make the decision that we will do a combined dispatch and have the needs of that designed into the new facility and it will drive all kinds of different requirements? Are we going to do a combined police station and town hall administrative facility? We need to decide that. I think the first step is we need to decide do we want to fund that activity next year.

Like Selectman Saucier said either way we're going to need the plans. I don't see why wouldn't fund getting the plans.

Selectman Nichols was in agreement. You have to have I would say police and town hall because the two things are in desperate need. They really are in desperate need. We may have a few years to play with but we don't have that many. You have to be comfortable with your area. You've got to have what you need and the town hall needs an upgrade for sure. That's why I'm trying to think of the money. Granted we better be putting it away because it's going to come faster than we know. It really does. It comes fast.

Selectman Coutu supported the idea of a municipal complex. I know that if we were successful in convincing the voters to bond out a municipal complex that there's significant value to this building and the property that it's on as well as the police station and the property that it's on. There is significant value for both of these buildings if we were to put them up for sale. The idea in municipal complex is very alluring however site location is going to be critical. People want something that is centrally located. I know as far as a police station is concerned, the bulk of police activity is mobile. It doesn't matter where the building is what matters is that we have enough manpower and equipment to be out on the road. Whether it's at the south end of town, the north end of town, or whatever we would call the center of town, it can't be any worse than where he is. He's isolated. The reason why it was put there was because there was the anticipation of the Sagamore Bridge circumferential highway was going to make it a lot easier for you to get down to the south end of center of town. That didn't materialize. What's going to be critical in whether or not we succeed in getting a bond issued through the voters is going to be location. I think we need to do some sort of a study on how much land we're going to need. I like the idea of for the lack of a better term a unisex complex. If you're going to go two floors for the police department, let's go two floors right across for the municipal building as well. Administrative offices upstairs and the areas where people have to come in and pay money easily accessible and all on the same floor. We can accommodate that and we're going to need a couple of conference rooms for Selectmen's meetings and other municipal meetings as well. I think it's a great idea.

Selectman Coutu thought what's going to make it or break is location. I think we need to do some sort of a study. I think that a subcommittee which includes obviously the Town Administrator, perhaps a representative from the police department. It doesn't necessarily have to be the Chief. He could designate a representative from the municipal building. The Town Administrator can designate as well as him serving on the committee and perhaps one member of the Board of Selectmen. We need to do some sort of a feasibility study and talk about what would be prime location. There are a lot of nice parcels out there that could accommodate our need. There's a nice one on 111. There's a

couple of them on Lowell Road. Of course we're not going to buy the Friary. We can't afford it. There's a portion in the front that's for sale and I think it could be even subdivided smaller if need be. They're trying to get rid of the land now. They're sick of paying taxes and not getting any return on it. There's some ideal locations to put the complex. I'm in and out of this building and have been for nine years. I've seen that we've outgrown it. The police department I've been in and out many, many times. God love you you've moved enough things around. I think you've done enough moving and you can't move any more stuff. If the voters were generous and said we need an additional four police officers and we had to expand the Detectives Division, we'd be hard pressed to do so. It would be almost impossible especially that division. I wholeheartedly endorse the concept of a municipal complex.

Just to reiterate because I just wrote it down, Chairman Luszey said we're in agreement for FY18 we will put some monies in the budget to do an architectural design of it with a study of where it should go to get for the 19 or 20 budget cycle. Okay?

Selectman Coutu said building costs are going to be the same no matter where they put it except sewer and water. If we have sewer and water it's great. If we don't, we have to...Chairman Luszey said part of that whole study would be for me if we're combining the two facilities what does that mean to your point for this building, the police station, what are the potential offsets that we can realize we don't want to keep this stuff hanging around. Selectman Coutu noted we'd have to make it very clear to the voter - of course we couldn't sell them until we were out that upon the sale of these buildings the monies will go directly to the bond.

Chairman Luszey indicated the last item in terms of big stuff to get ready is the whole IT infrastructure network, financial software, where are we with all that.

Lisa Nute said I'm always working on that cycle that never stops. The cycle of planning, budgeting and procuring the equipment or software, implementing it with my team, managing it, and planning again for its replacement and that's for everything whether it's hardware, software. So what I always do at budget time as you know is a matrix where I kind of show you the five years currently and budget it out. What I do have coming up as our next generation of hardware for both the town side of the network and the police so we're just starting to look now at what is available. The next thing would be our Munismart which is the financial software package. We are currently using a vendor that is supporting it and will be supporting it but they aren't doing as much research and development on it as they were and it's clear to us - it's been clear that that's going to be winding down. Although they do support that and have their team readily available for us should we need it, we will be looking at something different whether it's with the same vendor or something entirely different when the time comes for that and we've already some discussions that I brought in the Finance Director on, and the Town Clerk, the Town Accountant, etc. We will need to do an entire team of people to look at what is available. As I've discussed with my liaison look also at the opportunity to possibly do something with the school with just the core financial pieces but we also have in our current financial package more than just the finances. We have the building permits as part of this current software. We have of course the property taxes. We have utility billing as part of it. We have code enforcement and inspectional services. Those are all obviously things that are not part of a core school financial package and then of course the school has things totally different as well. It's something that this team will need to analyze, look at, and determine what is the best solution for our town, our employees, and what's the most cost effective way to do that.

Lisa Nute suspected that hardware, the storage, and our software being three of the core things and then the other thing of course is fiber optic. So we're going up to Robinson Road this year. I did not talk about Burns Hill in the last budget because that was obviously a warrant article. If this does fail again, we do need to talk about the current Burns Hill station if that's where we're going to stay. We need to do something there with fiber optic or better connectivity. Of course the loop is the ultimate goal but Burns Hill in itself is the priority before the entire loop. The loop would be for redundancy so that if the fiber optic were to be severed somewhere in it, we can loop back around and nobody needs to go down. So that's the point of that including the schools. They would all be part of that loop and remaining up. That is basically within five to six years what we're looking at.

Chairman Luszey's first question in terms of the loop now this has been a unicorn that we've been chasing. Where are we with completing it and what is the estimate to complete it? Lisa Nute said if let's say a replacement for Burns Hill is built or I don't have to...Chairman Luszey asked let's not even talk about that. Let's talk about our current configuration because we've been trying to get the loop completed so let's not add to complexity of the conversation. Ms. Nute said I was just talking about priority but what we do is we go from Town Hall which this is the core, the hub, and from there we go across the street to SAU, down 102, catch the Library, Hills Garrison, and Alvirne, and then it stops there and then back at our core here, our hub, we go off to Melendy where we go then to Memorial School and the skate park is kind of like a secondary hub. It goes up to the Hudson Community Center, back at our core here we go up to Oakwood and it includes Library Street School and H.O. Then down Lowell Road we go and are all the way down Nottingham West School and back out on Lowell Road is where we've kind of left it where we could juncture in if we needed to extend that down to Burns Hill or future Burns Hill replacement station. Then of course our core goes all the way down Ferry, 111 to the police department, on the way we also catch the senior center, HCTV, and then from the police department is where we're currently planning out the Robinson Road update to their alarms and get out to Robinson Road and that's where that will end. So the loop will be once we've completed that Robinson Road now how do we connect it from Robinson back to Alvirne.



For clarity, Chairman Luszey asked are we funded this year to get from Constitution to Robinson Road and that would be completed this budget cycle. So what is left is from Robinson Road to Alvirne High School. Ms. Nute said yes and then we've left off Burns Hill. It's just kind of hanging there on Lowell Road. Chairman Luszey noted that's not part of the loop because the loop has been an 8 or 10 year project here. Like I said, it's a unicorn. We can never seem to catch it. How do we get it completed?

Lisa Nute said it's all about priority. As you know, I tried to take project money and roll that over into the next project so that we're staying either level funded or offsetting what we need with capital reserve and then what we can't have enough in capital reserve for is what I come before this Board with the above and beyond that we need in the budget. I am looking at that next generation of hardware replacement between FY18 and FY19 and Munismart probably FY20 along with a fiber optic loop is what I would project provided I guess irrelevant of Burns Hill. Before the loop is completed, I really think that Burns Hill is more of the priority. If we need to take the chunk of fiber optic money and send it down somewhere. If it's a new facility, that certainly makes things easier.

Chairman Luszey asked why wouldn't we do that until such time we get a definitive of what's going to happen there. Ms. Nute said we don't but that's what I'm saying. It's kind of up in the air with Burns Hill. If the final loop I'm projecting around FY20, I would think we would know by then what's happening with Burns Hill. SO that's a little bit of an unknown.

Selectman Coutu noted whether it's Burns Hill or if the station were to pass at the proposed location on Lowell Road, we have to run it down there right? Lisa Nute said that would be very easy because I'm already going right by there to get to Nottingham West School. That would be a very inexpensive...Selectman Coutu noted it would be a shorter amount of cable that would have to go out. It would be less expensive. Typically we've been spending \$70,000 for each cycle. Ms. Nute stated approximately around there depending on how much of the alarms I need to upgrade. Capital reserve - Selectman Coutu asked how much has been going in every year in that account. Lisa said I didn't ask KC for an update on that. Selectman Coutu noted we know that monies go in the capital reserve account. We've been using some of that and I think we have plans this year to take \$70,000 or \$75,000 to do the loop to Robinson. Ms. Nute said it was like a 50 percent share I think. From Robinson to come back to Alvirne, Selectman Coutu said we're looking at more than \$70,000. We're looking probably closer to \$100,000. Ms. Nute said the distance is longer and I would need updating. Selectman Coutu said it would be very cheap to do as opposed to Burns Hill. Burns Hill would be more expensive because we have, again, much greater distance. You're going to use Lowell to Wason go that route or come in the back way. Ms. Nute indicated Lowell Road to Wason if it stays there.

Selectman Coutu asked to talk about Munismart if I may. Based on what I'm hearing and if I misinterpreted what you said please correct me, the Munismart system is what we use as our basis of operation for record storage and whatever applications we need for municipal purposes we use Munismart. I'm hearing you say that Munismart could conceivably go away. It will be supported but there will be no advance research done on bettering the system. Lisa Nute indicated right now they're working on their program at our request to increase the speed, and the building permit, and code enforcement areas. We had a demonstration for them or we had the vendor here on this webinar to show them. I had the clerks down here to give them a live demonstration on where the problems were. They are currently fixing things that we require or need. We have had some customization over the years and they've been quick to respond to those. They're a little less quick now but the biggest thing is they wouldn't just stop supporting us and they wouldn't just have it go away. They would help plan for their implementation of a replacement. They have many more systems that this company maintains and has throughout the State.

Selectman Coutu asked aren't we at the mercy of the State though relative to the system because we want to be able to link directly with the State and be in connection with them at all times. Lisa Nute said you are absolutely correct which is why it's not ready. Their replacement is not ready for us today. They're working in the Midwest right now to get them up and ready because they do need to work with those State requirements and things like that. So there is some modification they need to do depending on which area they're going to and what State they're working in.

Based on what you know in terms of just our region - New England the 6 States in New England - are we the only one on Munismart? Lisa Nute state no. There are several agencies within New Hampshire as well as Massachusetts, Rhode Island and throughout New England. Selectman Coutu asked if Maine changed their system. I thought I read somewhere last year that Maine had - not that they changed. I don't know that they had Munismart but they adopted a system. They found this so much faster and better than anything they've tried. Ms. Nute knew they used the same public safety vendor as us. I'm trying to remember what they do - I don't remember off the top of my head.

In terms of Munismart, Selectman Coutu indicated it looks like we will be with them for quite a while yet until such time as the State makes a move. Lisa Nute said no. We would be steering the boat. We need to determine which is what I did in our first small meeting just to discuss that. Is it meeting our needs today? Where is that magic year where it doesn't and we need to be prepared for that? We can't be behind the 8-ball. Okay now it's really slow or now it's just not fitting our needs any more. It's not keeping up with technology if they're not doing a lot of R & D. Other changes come about with technology. So they also need to be responsive to those things. We started the preliminary talks and like I said we need to - what we're waiting to hear and see is how they react to our current request with code enforcement and building permit issues. They're currently working on it right now. We need to see how responsive they are, how

quick it comes back, and how satisfied we are with the product when we see it. That will help determine how fast we move away or not.

Selectman Coutu asked are we transitioning over to Windows 10. Lisa Nute said we are currently on Windows 10. Selectman Coutu noted every single computer has been taken care of. Ms. Nute indicated there is a handful of PCs that I did not or could not do. The Town Clerk's we did not bother. There are too many things that would break because we are integrated with the State and they would also need to have things updated there. There is one highway system where the maintenance for the trucks has antiquated software that's not compatible with Windows 10. I have like an extra system sitting in the Trustees office right now just so Paula can scan and things like that. That will eventually go away. There are some items like that where I just could not or did not change it for reasons. If the PC was going to be changed anyway eventually, there was no since in wasting the time on it.

Selectman Coutu had one final subject matter. I'm trying to get a handle on where we're going from in terms of financing all of this. To what extent are we using the cloud to store our data and where we need to go? Lisa Nute explained we are using cloud applications as either the vendor forces us to. One of our first ones was the accreditation software for instance for the standards and things. Right now we are working on a fire replacement for their Telestaff System which is their attendance and scheduling. That one will be probably in the next month completed. What both of those have required so far is that we set up a new server for them. They're integrated in our active directory which is good. It's one log in for the users but they do require some additional server work. The storage you asked about is a small percentage right now. There are many things in the Police Department that we cannot store unless we have - we need to follow the CEGUS (?) policy. For instance if I were to store all of the criminal records from the Police Department in the cloud, the FBI requires that I make a site visit to all the data centers that that company - let's just say I went with Microsoft cloud. I would need to get on a plane to four different States every year to do an actual physical site visit and there are other things in the standard that I need to follow. It's not necessarily feasible that everything be in the cloud nor is it feasible right at this moment. I wouldn't have enough band width. It's not like there's no cost to do something like that. It's a cost shift. It's a different way of doing business. If you wanted to store whatever you could in the cloud, it means now I need a bigger and faster connection to that internet. I can tell you right now without the fiber optic at Robinson Road or at Burns Hill, we use virtual private networks where you're going over the internet to push and pull data. What we do is monitor our firewalls and here's just one example. As bandwidth is being used whether somebody is pushing data or pulling data, the only red is in versus out. It's just another picture and example. So we're watching these kinds of things. When it bumps up against the max, that's where this user got slowed down, or came to a crawl, or whatever because it plateaued here. It would have grabbed more bandwidth if I had it to give to them. Again there will come a magic time, a magic day where I need to say okay we're seeing less efficiency now. We need to increase our bandwidth. The more cloud things you have or the more storage you put out there, it just means now I've got the cost over here to make sure that that telecommunications bill is going to be adequate enough to have enough bandwidth to make that feasible. I can tell you firefighters find that Robinson Road is way slower than if they're working at the Lenny Smith building or anywhere else because we have a direct connection over fiber optic for those. So there is a significant difference. We have VPNs at the schools. We have VPNs at court, neighborhood offices, and things like that. Obviously I'm never going to have fiber optic down to Elmwood Village for instance so you will need internet connection in that regard. You'll always have a VPN for those systems. When you've got our core employees working in a building, you want to be able to give them what you need. More and more cloud means we need more bandwidth.

Selectman Coutu had one final question Mr. Chairman if I may. It's a combined question for all three of you. As you remember former Selectman Maddox and I worked together with all three of you. I think that Chief Buxton you were Chief part of the time and Chief Murray was Chief part of the time. I'd hate to think that we wasted a lot of communication and a lot of head banging over a consolidation for communication systems for fire and police. My question would be one for both Chiefs do you anticipate in light of the fact it seems every three or four years the conversation comes up about changing radios. They're changing or whatever and we have to change the radios if you foresee that in the foreseeable future do you still support the consolidation of our police and fire communications rooms and if not why not.

Chief Lavoie said we've had talks about this off and on throughout the year. We are certainly in a position where we need to get that hardware stuff updated because it is beyond its shelf life. They haven't been making the parts now for more than several years and when we had actually purchased those items, it was a the end of life cycle where they stopped making that and they transitioned to new technology. So we do need to move forward. There has been a capital reserve fund that was set up with one denomination. I believe it was \$10,000 or \$20,000 that was being put in it and then that was boosted up to about \$200,000 for one year. So now we're somewhere around \$240,000 and more recently the Board has elected or chosen to put in \$90,000 plus into that account as well if I recall correctly due to the sale of some town owned property to help offset those costs for that. We have a little bit of tidying up to do as far as because we still need a little bit more money to complete that project. Now we're coming to another year here and we're still a little shy to have the money to do that. We need more capital albeit we are a lot closer. The other part of that project was the dealing with however you want to word it the infrastructure of getting some of the towers up higher so that they could transmit the trees that we're having some issues with. That would really be at least two locations that we're talking about - the West Road one as well as the police department one. That's like a whole secondary project that that will need to occur.

As far as the combined dispatch goes, Chief Lavoie was certainly not opposed to doing that. Just a process that will have to take place to get there. I think they have the capabilities to do that as well as with the current staff could certainly manage that. Selectman Coutu asked and you continue to support it. Chief Lavoie said I do.

Chief Buxton continued to support the program. I will tell you that there needs to be some definition saying what combined dispatch means. I routinely have stated that I believe we need to be in one technology platform and that's why the discussion was starting with the consoles within the police and fire station. That project alone was almost \$400,000 and that's going to provide us the opportunity to be able to be done over the network. Where everything is hardwired today, the next upgrade from here forward puts us on the network so when you go to move equipment around, you're plugging out of this network connection; you're plugging to this network connection; you have the ability to pit the path together to communicate with the equipment which reduces some of the costs that we had talked about moving equipment pieces around. There's a bunch of infrastructure upgrades that need to be done to accommodate that. I can tell you from a Fire Department perspective alone over the next five years between towers and upgrades to our radio system, portable radios, mobile radios, and the whole entire process you're looking at almost \$1 million. Four hundred of that is regarding console updates that we've been working on for three or more years now just on the console piece. The Town Administrator asked me a question where did I see the capital reserve fund going from a yearly contribution to get it on a system so it can be replaced. You're looking at \$100,000 to \$125,000 just on today's numbers to start saving to move that forward.

As far as the location of staff and how that all works, Chief Buxton said we support that. We support it from a network end of things that we share a lot of resources and how do we continue to grow those resources. Chief Lavoie is correct. The tower locations and the height is a major issue for us to be able to get information out. We were approach early last year by a cellular company who had wanted to look at potential of leasing a piece of property off of the town at the Robinson Road Station. Did some research on the back end. Depending on where the fiber loop if we catch that unicorn how can we integrate all that to be able to have one microwave network connection to Merrill Hill from that location you need to be about 120 to 130 feet in height. That is possible. The question that I pose is the potential is and I think Steve may have actually mentioned it at one point, why wouldn't we build it and lease it out to the cellular companies and take the revenue to support the radio system? You're looking at approximately \$150,000 for a tower. Why wouldn't we do that and then lease the space and bring it in as revenue. I think there's some opportunities there for some cost savings and make this project achievable. I think we can continue to move that forward.

Selectman Coutu wanted to follow up with one thing based on something that you said. In terms of some of the upgrades that would have to be done with combining dispatch, would it then render - we planned on redundancy by keeping this station would be the redundant portion of the whole package. Would it render that useless without some major upgrades? Chief Buxton said no. You're actually looking at changing the technology. So currently all of our transmission sites are supported by telephone wire. The telephone company is not putting any additional effort into maintaining that copper system and we routinely especially during seasonal changes or when we ended going to the wet season where we do receive some rain or the snow season, we end up with tickets into the telephone company because the circuits go dead. It's because they're grounded out with water in the system and they're not repairing it. They just try to find you another pair and hook you in with another pair. That will no longer at some point will not be an available resource for us. We're going to have to look at how does the fiber optic loop save us and why is that important? It's important because we own it. We own that piece of technology that we continue to support and we put money into maintaining it. I'm a big advocate on owning your stuff and maintaining it yourself instead of renting a piece of equipment from somebody.

Selectman Coutu noted you were involved with us in the discussions. Do you still think it's a good idea and support it?

Lisa Nute said yes. It would minimize some of the redundancy. I know that we would have to keep some of that in place with the recorders, etc., for this backup station here. We're still maintaining two rooms. It's feasible and honestly not as huge an impact to us. We're still with that second room still needing to be available, always up to date, etc., we'll still have PCs, etc., we need to keep up to date. I think we will have a little less redundancy and I would think more efficiency.

Chairman Luszey asked Lisa to talk a little bit about the next gen hardware and storage. You talked a little bit about the software. What I'm trying to do is get a handle on a number. Lisa Nute stated I wish I had a number for you. I do have a request for a quote. We met with one vendor so far. I do have another I'd like to meet with and discuss and see what they have for availability and what they offer. Chairman Luszey said when you say next gen hardware, this is for the network correct? Ms. Nute said that is correct. Chairman Luszey asked what was the network upgrade that you did this past year. You put some new routers and stuff like that in. Ms. Nute said we've been working on our switches. So our core switches are 10 gig so that again we can be ready for those cloud services. We can be ready for whatever comes our way. We always had to make sure that our infrastructure is and network is capable of more data, faster data, and modernized.

Chairman Luszey asked what's the next gen items. Lisa Nute said we find that hardware is now more consolidated. Chairman Luszey inquired you're putting in new switches this year what are you talking about for next generation stuff, next generation switches? Ms. Nute said no - storage. Chairman Luszey said you have storage as a separate item.

You said hardware network. I'm trying to figure out. Ms. Nute said some of the options we're looking at they consolidate that. You've got your servers, your storage all in a box. That's what I'm talking about next generation. Technology is evolving where hardware is getting smaller, faster. You're spinning drives are going by the wayside and that kind of thing. Chairman Luszey stated I got all that but what I'm trying to do is get my head around instead of going next generation of storage and servers why wouldn't you be prioritizing and getting the loop finished because that's six years out - four to five years out. Why wouldn't you push that off a year or two to get that loop done? That's becoming to me - I'm jotting down notes - to get to the dispatch, we can't have that conversation until that loop is complete because without that loop being complete, we don't have redundancy that says we can have a failsafe on dispatch. Lisa Nute explained I also need to be concerned with hardware age and things. A loop is irrelevant if the servers are all down or I can't get the software to them anyway.

Chairman Luszey asked how old is that stuff. I can't be that old we just replaced servers and we did a massive storage upgrade less than 18 months ago. Lisa Nute indicated when I came before this Board and asked for more storage I promised you that I wouldn't be back for five years at least. In my timeline, FY19 is beyond the five years. It's been that long. I can go back to the minutes. Our servers we've been on a cycle so that I don't have to replace them all at once. I've got varied years in my servers. That is crucial equipment. Your switches, your servers and your storage are the crucial pieces of equipment that keeps everybody up and running 24/7, 365.

Chairman Luszey asked how do you break the cycle so that we can get the backbone of the entire infrastructure finished that's my question. Steve Malizia indicated save more money. Chairman Luszey asked is it. Selectman Nichols said yes. That's it in a nutshell. Selectman Coutu said it's identifying the need and convincing the voters that we need to become next generation. We need to bring ourselves into - people have to come to reality and understand that we're becoming antiquated. Every year that goes by we're falling back and every year it's getting worse. That's the one thing I don't like about the system that we have is that we don't have the opportunity as municipal leaders and neither does the Town Administrator to make the kinds of decisions that need to be made to keep us in the loop sort to say in terms of being on top and having the best. It's embarrassing to think that Hudson...Chairman Luszey noted it's not even the best...Selectman Luszey said does it on the cheap. It's embarrassing to think that we can't get to the best. We do everything on the cheap and in the end when you start looking at all of the upgrades, and technology, and all of the stuff we have to buy because we're not ahead of the curve, it's costing us just as much as if we did it right to begin with. We've done a lot of patching over the years. These patches are starting to come back and bit us. We need to put a comprehensive package together especially in the IT side and come to a realistic number and what needs to be done and not just have a five-year out plan. We need to identify what is the immediate need and how do we get to that point and what is the cost. We need to have an intelligent discussion with the voters on why we need it and why we want to be there. Otherwise there's going to come a day we're going to have long lines going out the doors because we don't have the equipment to service their needs.

Chairman Luszey noted I heard every word you said and I'm in agreement with it especially the comprehensive package piece. I was just looking at the schedule. The budget is due to Finance October 7<sup>th</sup>. Lisa I was wondering if you come to the last meeting in September with some details about what we're looking at to begin getting things accomplished instead of chasing the unicorn. Lisa Nute reiterated you're looking for the cost of my hardware replacement and finishing the loop. I will do my best to get a firm quote. I can tell you that I will do my best to get that.

Chairman Luszey also thought that we will need to have an estimate - to have a consultant come in that can talk about putting together a migration plan from the current Munismart system to whatever it is. I've been through a couple of those and it's not something you decide to do this week. It's a couple year transition plan. You've got to put it together and then you've got to begin to educate the users on it and you need to start writing the migration applications to get the data from where you currently are to where you're going. That's not a simple task. Lisa Nute said I can tell you that it would be very difficult for me to try and get a cost on that right now. I can tell you that our current vendor the conversation we just had with him was that they don't foresee being able to accommodate us even transitioning us off of their current software onto their next - what they would recommend for us. They're not even going to talk to us yet about that. We are at least five to six years out before they're ready to leave the Midwest and start working with the New England area here. That's Rhode Island, and in Massachusetts, State of New Hampshire. I can claw and scream to be the first in New England but I would have to have a team of people here - the users - look at entirely different packages as well. Munismart's replacement may not be for us if it's going to be too far away and we're right...

Chairman Luszey noted that's kind of my concern. If Munismart is not the replacement, if they're not there today with the current technology platforms, who is and who can help us? I cannot believe that they're the only game in town. Ms. Nute said there are several games in town - not several but we are limited for our size agency and for a municipal government, there isn't a lot of choice. I think you would be surprised but there isn't. Even if you talked about what is Chicago using? All that has to be customized. I can go call them up but they still need to come in. They need to customize for the State of New Hampshire, customize for what Hudson is doing. You're right. That takes time. I'm not the user of this. For me to come in and say Town of Hudson users we are now going on this software, that would be doing a disservice to us nor is that my style of management. I am not the user of this. You would need the payroll clerk in a team. You would need of course the Finance Director and the Accountant. You would need the Town Clerk. You would need a couple of people from IS, and your Code Enforcement Officer, the Engineer or his designee. There are a number of people who need to decide this is what we're looking at. What serves your needs the best and can you

compromise because you're not going to find a perfect package for everybody. You're getting into customization if you're going to go with the same core like we talked about at the school, now I've got to customize building permits, code enforcement, everything else to try and get that to work now with the school's core or whatever we both decide to move to. It's a whole different way of doing it but that's not going to happen overnight nor could I have a cost for you in two weeks. Chairman Luszey fully agreed and that's why it's a multi-year thing and if we're even going to contemplate in doing it in five years, you start now. If you don't then all bets are off. Make it in five years.

Chairman Luszey declared a 5 minute recess at 8:39 p.m. We're back in session at 8:46 p.m.

Chairman Luszey told Lisa Nute the big project and we need as much information as we can get for October. If we can get as much as you can pull together for our last meeting in September - the 27th. If we can get stuff before as much as we can get on this one here because we need to decide what is the priority for the next budget pass. I think we've got some tough decisions to make. If we need additional information, it gives her time.

Chairman Luszey asked any of you have anything else you want to present tonight in terms of budget stuff.

Chief Buxton thought from the Fire Department standpoint the only white elephant in the room would be apparatus replacement. I think you have a fleet that is two commercial piece of apparatus that are coming up on end of shelf life. You have a ladder truck that's at end of shelf life. So putting together what my proposal that I would probably bring forward and budgeting process will be at least purchase program similar to what we're doing with the 10-wheelers for the Highway Department and see if we can work that in and get that funded within the budget because we have some long-term needs that are going to need to be taken care of. We have some additional grant funds that I think we'll try to use to offset some labor costs. Those are the two outstanding issues for me.

Chairman Luszey asked any questions from the Board at this time.

Selectman Coutu asked to make a comment and I'm going to address my comment to the public but it's in regards to the Fire Chief. At the last meeting we have since met - the Fire Chief and I. We met you and I and the Fire Chief and we've all had similar conversations. It would appear to the general public and when I think back about how I approach the proposal for the new fire station that I was somewhat contentious. I want you to know Chief and I want the citizens of Hudson to know that you have my respect, my admiration, and my support. You always have and you always will. There will be days when I don't agree on some points and that pertains not to just you but every department head. Perhaps the manner in which I was getting riled irked some people, and perhaps some people took pleasure in it. I didn't certainly. It certainly left a lot of questions unanswered about my support for you. I want to be on record as telling you that - and I think I've told you that and I think you've always known that - I support you 100 percent. The Fire Station for me is of a particular interest because I wholeheartedly support the idea of having the replacement of the Burns Hill Fire Station and no one is going to convince me that there's a more ideal location than that one that was proposed. I have not agreed with the marketing plan that was presented in the past two presentations. I think it missed a mark. I think we rely too much on cable television and not enough on the print media and certainly almost nothing when it came to using the latest technologies available to get the message out. I will continue to support the fire station at the proposed first Lowell Road location and if it comes down to that and there's going to be a sincere warrant article presenting that, I will work with you and I will work giving you perhaps some ideas and some advice as I hope a lot of people will on how to best present this to the voters and convince them that we're doing something that's for the betterment of our community certainly not for the detriment. There's a cost attached to that and we need to nip it in the bud. We're reaching \$3 million and the longer we put it off the higher the price is going to be. It's an investment in our community. It's an investment in our future and I hope I set the record straight. Thank you Mr. Chairman.

#### C. Fiscal Year 2018 BOS Budget Schedule

Chairman Luszey recognized Town Administrator Steve Malizia.

Steve Malizia noted this schedule basically follows what you've done in the past years. The Finance Director looks at the calendar. Looks at meetings. Looks at when things are happening with other boards and committees and makes the best attempt to make sure that we're able to touch or look at every major department and minor department for that matter. So this schedule gives us basically three major sessions. We tried to divide it up so that you're not here too late on any given night. You're looking at an off Tuesday in October, that Thursday, and then the following Thursday. Those are the main scheduled dates. SO the 18, 20, and 27<sup>th</sup> and we're looking at having ability at the November 1<sup>st</sup> which would be a workshop type meeting to be able to wrap it up should you want to wrap it up or should you need to wrap it up. The goal is obviously once we review the budget, it's got to get to the Budget Committee I believe the 11<sup>th</sup> of November. That is the goal. So you sort of work backwards and this is what you look at without being overly burdensome. You don't want to be here five nights a week. This is what's being proposed.

Chairman Luszey asked if there were any questions or concerns. Do we need a motion to accept this? Steve Malizia indicated you can just do it by consensus if you'd like. Selectman Coutu said right because it can change. Mr. Malizia said things can be a little flexible again maybe on an evening. We've given it to the departments. AT this point we believe everybody can make the required night but for some reason you may switch something out.

Selectman Coutu told Mr. Malizia I would assume at this point all of the department heads are working on their budgets. Steve Malizia said that is correct. The screens however are not open yet. I believe they'll be open soon. What does that mean? You can work on your budget. You can't input it but input is still a minor piece at the end. So yes things are being tabulated and people are reviewing their documents. I believe we have pension numbers. I believe the percentage is for next year. We will not have health rates until the end of October. We're always playing catch up. We don't even have an idea of what they're going to be this year. That's something that we put in a number possibly and then we hopefully catch it before we send it to the Budget Committee. Again everybody's got the parameters so we've had that conversation with everybody. They understand what we're doing. Again it's somewhat routine for most of us. Routine in the fact that we've done it year after year.

Just in case our viewing public didn't catch it, Chairman Luszey said our first budget review is Tuesday, October 18. We will do that again on October 20<sup>th</sup> and then again on the 27<sup>th</sup>. Our last review if needed will be 11/1. Stay tuned for the School Board's meetings.

6. SELECTMEN COMMENTS

Selectman Nichols - No I have nothing to say. Thank you.

Selectman Saucier - I have none this evening.

Selectman Coutu - Two quick things. Mr. Malizia if you would. I know that this evening we're going to be hiring at least one maintenance person. We're going to be looking at that this evening. Could you advise the people who are going to be the landscaping at the senior center/HCTV facility - Mr. Burns and Mr. McIntosh that those people who are doing maintenance that they need to pay some attention to the landscaping outside. I know it's been a dry year but we have some expensive plants up there that are rotting. I mean expensive plants that were donated that they need to take a look at the property outside. I know Wayne reseeds or the Fire Department whoever does out front. We need that kind of attention. Nothing was done this year.

Selectman Coutu added the other thing is this Sunday is the commemoration of the 15<sup>th</sup> year since the 9/11 attacks in New York and Shanksville, Pennsylvania, and the Pentagon in Washington. In preparation for that, I want to thank and commend the Highway Department for doing an outstanding job resodding and the outer perimeter has been reseeded and they made a makeshift tank to be able to water it and hopefully in the future if we ever get water in the park, we'll have some sort of a sprinkler system and the pumping system will be working so that the people in that whole neighborhood can get water. Again this Sunday at 6 p.m. we will have a ceremony to commemorate the 15 years since the tragedy. We will have a guest speaker. He is the Chairman of the Dracut 9/11 Committee. He had invited our committee to go to their dedication in Dracut for their 9/11. We went. We were well received and I'm glad that he accepted an invitation from former Captain Morin who was Chair of the 9/11 Committee to come to Hudson and share with us this anniversary. It's open to the public. The ceremony begins at 6:30 p.m. It shouldn't take more than half an hour. We don't want anyone to ever forget. Thank you Mr. Chairman.

7. NONPUBLIC SESSION

*Motion by Selectman Nichols, seconded by Selectman Saucier, to enter Nonpublic Session under RSA 91-A:3 II (b) The hiring of any person as a public employee, carried 4-0 by roll call.*

Chairman Luszey noted Nonpublic Session was being entered into 8:59 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. Open session was entered at 9:01 p.m.

*Motion by Selectman Coutu, seconded by Selectman Saucier, to hire Steven Pinard as the Part-Time Maintenance person for the Senior Center at an hourly rate of \$13.25 per hour for 15 hours per week effective September 11, 2016, carried 4-0.*

8. ADJOURNMENT

*Motion to adjourn at 9:02 p.m. by Selectman Coutu, seconded by Selectman Saucier, carried 4-0.*

Recorded by HCTV and transcribed by Donna Graham, Recorder.

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Ted Luszey, Chairman

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Roger E. Coutu, Selectman

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Pat Nichols, Selectman

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Angela Saucier, Selectman