

HUDSON, NH BOARD OF SELECTMEN  
Minutes of the June 10, 2014 Meeting

1. CALL TO ORDER - by Chairman Coutu the meeting of June 10, 2014 at 7:01 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE - led by Road Agent Kevin Burns.

3. ATTENDANCE

Board of Selectmen: Roger Coutu, Ben Nadeau, Rick Maddox, Pat Nichols, Nancy Brucker (arrived at 7:05)

Staff/Others: Steve Malizia, Town Administrator; Donna Graham, Executive Assistant; Lisa Nute, IT Director; Mike O'Keefe, Chairman Cable Utility Cte; Fire Chief Rob Buxton; Kathy Carpentier, Finance Director; Laurie Stevens, Town Engineer; Patti Barry, TC/TC; Captain Bob Tousignant; John Beike, IT Specialist; Vin Guarino, IT Specialist

4. PUBLIC INPUT

Chairman Coutu asked does anyone in the audience wish to address the Board on any issue which the Board has control of at this time. (Name & address for the record.) Seeing none.

5. NOMINATIONS AND APPOINTMENTS - NONE

6. CONSENT ITEMS

Chairman Coutu asked does any Board member wish to remove any item for separate consideration. Selectman Maddox indicated at your request, C. 3. Chairman Coutu indicated I had requested that that be removed for consideration. I assume that you've all reviewed all of the consent items.

*Motion by Selectman Nadeau, seconded by Selectman Nichols, to approve consent items A, B, C 1 & 2, D and E, as noted or appropriate, carried 4-0.*

A. Assessing Items - NONE

B. Water/Sewer Items - NONE

C. Licenses & Permits

- 1) Raffle Permit - Hannah Dustin Quilt Guild
- 2) Application for Hawker/Peddler/Itinerant Vendor's License - Spring Hill Catering, Inc.
- 3) Request to Solicit Funds - United States Naval Sea Cadet Corps

D. Acceptance of Minutes

- 1) Minutes of the May 27, 2014 meeting

E. Calendar

6/11 7:00 Planning Brd - Buxton CD Meeting Room  
6/12 7:30 Zoning Brd of Adjustment - Buxton CD Meeting Room  
6/17 7:00 Cable Utility Cte - BOS Meeting Room  
6/18 5:00 Municipal Utility Cte - BOS Meeting Room  
6/18 7:00 Senior Affairs Cte - Buxton CD Meeting Room  
6/19 7:00 Benson Park Cte - BOS Meeting Room  
6/23 7:00 Recycling/Energy Cte - BOS Meeting Room  
6/24 7:00 Board of Selectmen - BOS Meeting Room  
6/25 7:00 Planning Brd - Buxton CD Meeting Room  
6/26 2:30 Trustees of Trust Fund - Buxton CD Meeting Room  
6/26 7:30 Budget Cte - Buxton CD Meeting Room

6. C. 3. Request to Solicit Funds - United States Naval Sea Cadet Corps

Chairman Coutu said you will note that what they presented us does not justify their nonprofit status number one. Number two, it has been researched and the Town Administrator assures me that they are not listed on the New Hampshire Charitable List. Based on our previous exercise relative to who we would allow to solicit funds, we had stated that we ask the Town Administrator to verify that they were on the New Hampshire Charitable List. This one is not. From my perspective to approve it at this time would contradict what we set as a format for allowing people for charitable. That's why I asked that it be removed. Is there anybody who wants to make a comment?

Steve Malizia indicated we did search on all the key words. We tried diligently to look under - as you see they have a United States Sea Cadet Corps., Harlan R. Dickson Division. I think we searched every word just to see if it would and it did not come up on the list.

Selectman Maddox stated there's a telephone number on there. Did anybody call them? Steve Malizia said we told them they weren't on the list. They said they claim that they were federal and exempt from registering with the Attorney General's Office.

Selectman Maddox asked if we called the Attorney General's Office. Mr. Malizia said no. I don't have all day to call for somebody's permit. Selectman Maddox thought it was one of those things where no good deed goes unpunished.

Motion by Selectman Nadeau, seconded by Selectman Nichols, to deny the request to solicit funds from the United States Naval Sea Cadet Corps, carried 5-0.

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on May 27, 2014

- 1) Motion by Selectman Maddox, seconded by Selectman Brucker, to hire Matthew Dumont (as a summer Engineering Intern) at a rate of \$12.00 per hour effective June 2, 2014 for 40 hours per week, carried 5-0.
- 2) Motion by Selectman Nadeau, seconded by Selectman Brucker, to hire Justin Stickney (as a summer Engineering Intern) at a rate of \$12.00 per hour effective June 2, 2014 for 40 hours per week, carried 4-1. Selectman Coutu in opposition.
- 3) Motion by Selectman Nichols, seconded by Selectman Coutu, to allow Chief Lavoie to buy out 200 hours of vacation time, carried 4-0-1. Selectman Brucker abstained.
- 4) Motion to hire Cynthia Sharp as a Part-Time Telecommunications Technician with a starting salary of \$16.78 per hour according to Police Union Local #3657 Contract (Step 1) effective July 1, 2014, carried 5-0.
- 5) Motion to adjourn at 9:35 p.m. by Selectman Nadeau, seconded by Selectman Maddox, carried 5-0.

B. Votes taken after Nonpublic Session on June 3, 2014.

- 1) Motion to adjourn at 9:27 p.m. by Selectman Maddox, seconded by Selectman Nadeau, carried 5-0.

C. Discussion with IT Director

Chairman Coutu recognized IT Director Lisa Nute and her staff.

Thank you Mr. Chairman. I'm Lisa Nute the IT Director and to my left is John Beike, IT Specialist, and Vin Guarino who is passing out our documentation for this evening.

For the record, Chairman Coutu noted as you are aware Mrs. Nute, there had been some discussion - Selectman Maddox particularly was interested in having some questions answered. I would assume that the document that we received - IT Department questions are your questions Selectman Maddox. Selectman Maddox indicated yes. Chairman Coutu stated he put forth a series of questions and for the purpose of fairness, the interrogatories were carried by Selectman Nichols I believe to you so that what Selectman Maddox had requested and there was some confusion about some of the answers not being complete or not having information. If you will address that as well as I don't know what you presented. If you wish, you may proceed and I thank you for being here. I thank your staff for being here with you supporting.

Thank you Mr. Chairman. Lisa Nute wanted to start out first by just saying that I did go back and listen to the Board of Selectmen meeting and Town Administrator also reiterated what we believed Mr. Maddox was looking for. My Liaison did in fact meet with me. I put in the last monthly report what I understood that to mean. Obviously it's not enough and I'm happy to answer any questions that you have as is my staff. They have both offered to be here tonight. Some of the questions that we now have in writing from Mr. Maddox are more than just ticket information. He is asking some more technical questions. So to ensure that we have everything answered for you, I did bring my staff along.

Lisa Nute indicated the first question by Mr. Maddox, again not ticket related, is device count. We have 404 approximate devices total. This does not include things like keyboards and phones, things like that. Of those, 190 are desktops that includes 30 virtual desktops, 32 zero client devices. There's 126 physical desktops. He requested to know the number of servers, laptops, printers, scanners, etc. Just an estimate of items tied to our network other than PCs, that would 214 and that includes 3 phone systems but, again, not individual handsets or IP phones, etc. Just so you understand too though, he's asking for things attached to our network. We do maintain a portion of equipment not attached to our network - PC, now with the senior center, HVAC, PCs, and things like that alarmed radio sites we have. There's a slew of technology in our criminal Investigation Division that is not networked but we maintain all those things as well and forensic systems.

Ms. Nute said he then asked about Smartphones. Are these under the responsibility of the IT Department? The IT Department does provide support to personnel when necessary. This includes setting up a user's device to access our e-mail server or helping the staff select a town network compatible device. We have both BYOD and CYOD - that's bring and choose your own device - policy in place. If department heads or other employees want to connect to our network with their device, there's a policy that they need to sign off on. We have some restrictions for security reasons that they need to comply with but we do help to set those up and we do maintain them when necessary.

The second question - Are all of our operating systems on one platform? If more than one, how many? Ms. Nute indicated we take advantage of free software whenever possible. So we are currently running four platforms - Window, Lenox, Android and IOS. All of our office type products - Word, Excel, etc. on one version. The answer to that is yes.

Chairman Coutu indicated some of us are going to get lost and I want to make sure that I'm not putting off questions that as you're speaking that might come to mind and I would suggest that other members of the Board do the same. Relative to question #2, your statement that we have four platforms - Windows, Lenox, Android, and IOS. Could you explain why we have four platforms? Again, Ms. Nute stated we take advantage of free software when possible. So Lenox is free ware. We run things like our website, intranets on Lenox so that it's not a Microsoft license we have to pay for. We want to take advantage of any time we can do that. Chairman Coutu noted what you're saying is we could run it off of Microsoft Windows but we don't because we'd have to pay for a license and therefore we use Lenox for that. Ms. Nute commented that is correct. Android and IOS are tied to mobile devices so we do have some tablets in house. The Fire Department has a number of them on the Apple platform. Once they introduce that free software that they wanted to run with that equipment, then it introduced another platform in our network. They have its called "public eye" company that used to be here in Hudson. It's not I think in Bedford. Fire is taking advantage of that free software application but it happens to run on an operating system that we didn't currently have in our platform so we added that. Then Android is the Smartphones and we have a table. The Finance Director for instance that one runs on Android. Chairman Coutu noted the Police tablets are run on what system. Ms. Nute said those laptops are Microsoft Windows. Chairman Coutu said good. I have to have a clear understanding as you proceed.

Lisa Nute indicated the third question was office type and yes we're all one version there.

Ms. Nute stated number four is to briefly explain the ticket system. I do want to apologize to my Liaison that it apparently was misconstrued and I wanted to make sure that the record is straight here. When my Liaison tried to explain that the ticket system is an administrative tool that we put in place an initiated for our use as an administrative tool, it was I think misinterpreted to mean I wasn't willing to share information. Like it's only mine and that was not the case. I felt bad for Selectman Nichols.

Chairman Coutu asked to clear the air on that because I got a little upset when I heard how it was phrased. Mrs. Nichols is new to the Board and she's getting her feet wet. She's probably as technically savvy as I am maybe even more who knows. I see her on the computer at home a lot so I know she uses it quite a bit. The technical aspects we're all lacking. Things can be misinterpreted. The statement was made and it came across as being denied information or we had no control over and I think it helps that you're here now and clear the air. I think in the future if I were specifically going to make a request to you, I usually go through the Liaison and I think I would put it in writing to Mrs. Nichols and then perhaps you can communicate back in the same fashion with us through your Liaison only because some of us are computer illiterates and we're doing the best we can to be supportive understanding that we're not about to abandon our technology. Thank you.

Lisa Nute said prior to the ticket system, employees contacted us a number of way either by e-mail, or by picking up the phone, or by just dropping in. We knew we needed a way to manage our calls for service and have a journal for troubleshooting purposes so that we could go back and look at things. We implemented the ticket system that we current have for a number of reasons and the top reasons I have listed here for you. It's top 10 or 11 there. First and foremost is to keep all it personnel on the same page. Three of us are notified of one support request and the status of it at all times so that we know what's going on and what each other is handling. B) Its a managerial took again to keep track of our work. C) it's to compile timelines and track priorities, again, managerial for me so that nothing falls through the cracks. It s a journal to reference previous issues that recur if we can - it's like gee I swore we had this maybe 3 years ago. We can look it up and see what fixed it the last time in case it helps again. Obviously it would save us time. It's to alert IT staff of town-wide correlating issues. If suddenly departments across the network are reporting something similar or the same, it's usually underlying a major problem or something more serious. It is to help me determine if workload is evenly distributed. It's to keep users informed. It's a way to communicate back and forth with them as well seeking more information or just to let them know where we are on things. It is to track inventory. Besides tickets, it is tracking every piece of hardware and software we have. We can add asset tags and purchasing information and things like to each item in the inventory - each device. It is to track software and hardware versions for all applications across the networks. We know what everything is on, what version of software everything is on. It's to track new hardware and software being installed on the network. This isn't so much of a problem now but initially when we first started here everybody was allowed to download anything and everything they wanted which is why we had the gamut for browsers and everything else. That has since slowed but this was a huge help for us to find out when things were being added. It is to allow me to see trends and calls for service and recurring problems. If I can get to the source of the problem, that is the goal. We have seen some tickets come down over the years and a lot of it is related to this. It's like why do we keep having this over and over again. It's kind of like barking dogs or something. You don't just keep going to the barking dog. You get to the crux of the problem and ensure that the dog is brought in or whatever. This entails either empowering users more or

getting them to change their process which we've also been able to do over the years or just replacing a specific troublesome piece of equipment if we keep getting tickets on the same printer.

Chairman Coutu didn't see Selectman Maddox raising his hand so I may have misinterpreted his question. For my own personal satisfaction, I've had this explained to me in the past. I understand and I appreciate the resultant factors of the ticket system. I thought and I interpreted the question to mean for you to give us the mechanics of the ticket operation. Give us an example if you would of what results in a ticket being initiated and what is the process that that ticket goes through from beginning to end assuming that the problem is solved, or from beginning to no conclusion at this time. What happens, what's the limbo status of it and speak generally not specifically. That was my interpretation of what we wanted was the mechanics of that ticket system.

Lisa Nute said any user who needs IT support for the most part will do a support ticket. Not necessarily if they need me as a Director like I need a report on something. Not like that but kind of like the help desk types of requests. Chairman Coutu indicated somebody's computer freezes up, or something is broken, or the mouse fell on the floor and they don't know how to plug it back in, or something like that correct? Ms. Nute said yeah. We're doing a lot more...thank you for recognizing that. Chairman Coutu said there's certainly a lot more complex problems than that that are occurring. I'm aware of that. Ms. Nute said yes that will come in we can see who the user was that initiated that. It's time stamped and dated. Chairman Coutu stated Mary Smith works in Jo Jo's office and there's a glitch in the computer. Jo Jo has at her disposal a book of tickets or is a ticket just a euphemism for going on line to write a complaint? Ms. Nute said they can initiate a ticket a couple of different ways. They can simply e-mail us and we have it tied into the ticket system. As soon as they e-mail support@, then it generates a ticket for us and they can see that that did that. The second way is they can go directly into the portal and in our web browser under "favorites" drop it down and we have ticket system there to make it easier for all personnel to get to. If they do it that way, it's kind of like their own little profile page. They drop down and pick their department and then they go ahead and type away. It's saying if e-mail is easier for them or...Chairman Coutu asked do individual users have that ability or does it have to go through the department head? Ms. Nute said no. They do their own tickets. Chairman Coutu said each computer operator accesses for a ticket. Ms. Nute indicated we do have one department who has kind of a rank and file system and they prefer that tickets come in that support calls go through one individual in that department first and then she usually sends the ticket. Sometimes it does come from a Captain or something like that. It could be either way.

Lisa Nute indicated that what happens is we see those tickets, we have it set up so that we also get that over our device. So no matter where we are 24/7, 365, we are monitoring tickets. We had a slew of them this last weekend. For instance we may not jump on all of them if it's not a priority which wouldn't be fair to our family anyway. We would always be doing tickets. They are non-ending. Obviously we're 24/7. We've got two public safety agencies so we do monitor including on vacations just to make sure that things are going okay and that the correct people are handling things. Depending on what it is, one of our IT Specialists or I will take it. The weekend if it's an emergency generally police or fire dispatcher will call us to make sure that we're seeing that in a timely manner. Usually a call will come in from fire or police if it's something that urgent. We do encourage them to still do a ticket for us so that again it's in the system and now we can reply back and forth and use that as our journal going back and forth and our way to communicate with everybody who needs to see that because we have an opportunity to CC that whereas a phone call, you don't have it documented.

Chairman Coutu had a question. You said that you encouraged them to do a ticket. What has been the response to getting tickets issued? Ms. Nute said better and better. Since we started, I think people understand the importance of it. It's definitely better. Chairman Coutu asked John are you finding that the Police Department is improving on getting tickets. John Beike said oh yes. Sometimes like you said they still call or whatever and I'll even put the ticket in after. Chairman Coutu indicated if you're walking down the hall, I'm sure somebody grabs your arm and says hey John come over here and take care of this. I understand that. I'm sure that happens to both of you as they're walking through the hallway and somebody will grab you by the arm and say hey can you take care of this and a ticket doesn't get issued. Vin Guarino indicated there are certain departments that sort of have a higher priority. The Town Clerk if there's a line of people or even one person and they're stuck in the middle of something and they call right away, I'll be right up there. We don't wait for a ticket for somebody that has a customer.

Chairman Coutu asked do we have a way of maintaining a log of those situations where a ticket wasn't issued so that if there's a question about the workload we know that you worked on say any given week 76 tickets but you had 12 independent calls aside from that. Do you not log that or don't have time to log that? Lisa Nute said we don't log that. We try to but the other thing is that some users will put 5 different things in one ticket too - five individual things. We can have this lengthy thing like I'd love to close a ticket but there's this one little minor not high priority at all that's still out there. We have a specific user who loves to do that - just load up the ticket. So we'll sometimes just close it out and then reissue one ticket with this one minor thing that we can put aside until other priorities are done - higher priorities. Chairman Coutu asked that's kind of how you're handing it now. You couldn't get the individual to write out 5 separate tickets? Ms. Nute indicated I'm cognizant of their time as well. It's not the absolute reflection of everything we do. There's a lot of things that don't get tickets anyway. Security is pretty much a full time job. We're going through and verifying that real things didn't get trapped in the filter, or like today having to tweak the filter. You saw my e-mail probably. That actually never was a ticket. There are several things behind the scenes and administratively that we are doing that is not a ticket.

If there are no other questions, Lisa Nute indicated the next one from Mr. Maddox was from January 1 to April 30, how many new tickets have been put into the system? There have been 667 new tickets created January 1 through April 30<sup>th</sup>. How does

that compare to the time period January 1 to April 30, 2013. We had 653 so slightly less. The trend though has been we've been able to decrease tickets from 2012 to 2013. We actually went down in tickets and I think I actually explained that farther in your document so I could wait but I think that I attributed that to empowering users more, website assistance that other personnel have been helping us with, and I think just educating people more so that they can help themselves first before they go ahead and issue that ticket. That's I think why they've gone down in the last year. The reason that they're currently up and trending higher so far this year is because of our work at the senior center which was a new building added and obviously technology installed there. We also have a new GIS interface that we are currently working on as well. So those are the two things that pushed our tickets up instead of down so far this year.

Chairman Coutu asked a question of the number of tickets. I just did the math. It seems like an awful lot when you look at 667 but it's in a 17 week period. It equates to 39 tickets a week. What it is that causes repetitive tickets over, and over, and over again? What is wrong with our system that we have to generate so many tickets? Can you attest to this being the norm in any company? I know that I talked to a local bank who has quite a few branches. They have IT problems every single day. I'm beginning to wonder is the norm? It's just a costly thing we have to deal with technology that you're going to have all kinds of these problems constantly - computers go down. Lisa said obviously the more platforms you have, the more versions of things you have, the more users you have, the more problems you're going to have, the more software applications we have. It is what it is. We have a number of small businesses and everybody has their different applications that they need to use. That's different applications that we need to support. The more educated you could have people the more you hire people who are savvy, the less workload we have, the more we can empower people to do it themselves. I remember we had the payroll clerk. I sent her to HTML and she since moving onto Fire now can maintain their own intranet and her own web pages. So that's helpful. Things like that where you have somebody who's at least kind of tech savvy. We might be able to give them some additional training and they can help others in their office.

In light of the Board of Selectmen coming down pretty sternly a little over a year ago with regard to personal use of computers, Chairman Coutu asked do we have that under control. We don't have people shopping on line and going to these various websites and playing Candy Crush or whatever else during work hours. Ms. Nute said personnel knows that they have no right. It's for the public and business purposes only. People are pretty good about using that. We know that we randomly monitor any and every device through the system. Chairman Coutu indicated you can't be over their shoulder 24 hours a day and I understand that. But we haven't had any major problems with people getting into sites where we get confronted with malware and things like that. Ms. Nute said no. Chairman Coutu said that's what I was concerned with was the exposure to malware. Vin Guarino indicated there's always a chance of exposure to malware. They're getting trickier and trickier every day. We're trying to stay ahead of that. Chairman Coutu is noticing - I think I had mentioned to you Lisa not too long ago that I appreciate the fact that the firewalls. You have to play around with them sometimes to get them tighter and tighter but then it excludes a lot of e-mails that might be valid coming in. I'm noticing more often than not lately that it is being intercepted and I'm getting a notice of the interception through the firewall that it was rejected. I'm fine with it. I'm sick of getting e-mails from FedEx saying I got package somewhere that I know doesn't exist. We're all getting those e-mails. Those are becoming fewer and fewer.

Chairman Coutu didn't want people to think there's a misnomer out there that the IT Director and her staff only works on computers. We have a security system and a complete telephone network throughout the town that you're responsible for. I just want to put that out there so people know that it's just not computers. There are other things involved that anything that has to do with communication or security as well. Thank you.

Lisa Nute said question 7 was of the 2014 numbers how many of those were hardware related, software related, network related, and other. Unfortunately I don't have that information. As I said, users submit tickets either via e-mail or through the portal. All they have is a subject line. We can try adding a field for future tracking. It would mean that before we close any ticket that we check off maybe a drop down or something - hardware related, software related. So it would be up to us to put that in. It's not built into this. This is free software we're using and it's kind of canned. You take what you get kind of thing but we do have some options where we can add to the reports. I can try adding something in the future but I don't have that number for you unfortunately.

Number 8 Ms. Nute stated is of the 2014 numbers how many of those have been cleared. That's 638 which is a lower number than what's coming in. This has been since day 1 our issue. We can never close more than come in. We were always behind the 8 ball I guess you'd say and we always have priorities still out there. Preferably low priorities if they've been out there a while. We still have projects lingering.

Just to be clear, Chairman Coutu said it says of the 2014 numbers, are you going by the initial number through April 30<sup>th</sup>? Lisa Nute stated that's how I interpreted the question by Mr. Maddox. Chairman Coutu needed to know for my own clarification. So of those 667, 638 have been cleared. Lisa said yes. Is that in fact what you meant by that question? Chairman Coutu said yes it was.

Ms. Nute said number 9 is provide a list of the oldest 10 items in the ticket list with their date of origin. If you look at the second page there's ticket 1 through 10. May I take a minute to explain what each of these are or would you rather I not? Chairman Coutu said sure I'd like to know. Some of them look a little interesting. Ms. Nute noted the first one and John or Vin can chime in here if I'm not remembering totally accurately on each of these but the first one, ticket 1140, says flex system report change request. This was a request made by our accountant. It's a hey if you guys get the time it would be nice to have this field.

This is a programming thing and there's always been just so many other priorities. She even said this would be a real nice to have but hey if you can't do it I can understand. It still sits out there. It hasn't been lost. The whole point of this is that we can prioritize and there's currently 102 items open. So these are old but they're not falling through the cracks. We do still work on them when we can but they may not be finalized.

Chairman Coutu asked to look at that one specifically. I know they're looking for some sort of a report. Are they looking for a report or are they looking for a program that was going to produce a report? Ms. Nute indicated she already has the report. Correct me if I'm wrong. Vin Guarino said it was just changing it a little bit. Off the top of my head, I don't remember exactly. I'd have to look at the details. Ms. Nute said it could be as simple as just move things around or something. Chairman Coutu asked if it was an internal document and that's why we can change it around. Ms. Nute said yeah. She has all the information she needs. She either wanted it prettied up or it would be helpful if this column is here or whatever. It's not a put out the fire kind of thing. It is still on the list and we will get to that.

The next one is to connect and test a switch at Alvirne for the use by fire radio. Lisa Nute indicated we have been working on this for quite some time. When this initially came in, I made the mistake of making the sound to the Fire Chief that this would be not a problem, a quick and easy thing and it's a whole lot more involved and complicated than I originally thought which I did explain to the Chief. We've worked on this one as recently as two weeks ago and even last week it involves the fire wall, it involves switch work, it involves a number of things. Vin just last week was expecting to see the fiber coming through the light but it appears now we may need to run down to Alvirne and physically look at that switch and see why it's not communicating. Pardon me for asking, Chairman Coutu said when I see test of switch at Alvirne for use by fire, I mean my radar goes up and says why isn't this fixed. That's not a priority? Ms. Nute said they have a radio right now - a repeater I guess at Alvirne. The Chief is looking to replace that circuit and run it over our town fiber optic instead. Rather than it be a phone problem if the radio goes down, it will become an IT problem somewhere on the network if it's down. Also if Alvirne were to go out with power, a circuit will still be up but this equipment will go down. Fire is aware of that but it's just basically switching from phone company equipment to putting it on internally in our network instead.

Chairman Coutu asked we have the loop to Alvirne right. Lisa Nute said yes. The fiber does go from Alvirne down here. So they're looking to put their radio system on that instead of what they're currently doing with the telephone company.

Selectman Maddox said this is one of those that I'm sitting here going its two years by your own form priority medium. It just seems like do we need to bring somebody in from the outside. This thing is two years old. How long does a department head have to wait to get something done? I understand that this is probably more complex or it's a one off from the normal things you do but at some point its 767 days on the list. Ms. Nute stated I know. It does give us more on our agenda too - more now to maintain as well. I'm not trying to make excuses for having a two year old ticket. Like I said, just as of two weeks ago etcetera we've worked on this again. It is nagging me.

Selectman Nadeau stated time after time I hear again that we want to get stuff on our fiber lines so that we can save money on the copper and the phone lines that we're using. If something's hanging out there for 767 days that I wouldn't have to be paying on a phone line, I think the priority would be a little bit higher. That's just me personally. Ms. Nute indicated so noted. If I'm paying for a phone line when I can be using something that I already own and its \$24 a month and you add this up and I had to pay somebody \$350 to go do the job, I think I would have rather paid an outside company to come in and do the job. Lisa Nute said its internal work and we will get to that. It's a matter of also having uninterrupted time which is what happens here. When you have tickets that come, they sometimes become they're not tickets for support calls anymore, they become projects basically. Those are ongoing and we continue to work them. This is one of them I'm not proud of how long this has been open. We will move this up on the priority.

Chairman Coutu indicated I let Selectman Nadeau but I was going to jump in. In all fairness, I have a lot of questions. I'm going to go back to where Selectman Maddox lead off or where Selectman Nadeau followed up. What provisions do we have within your budget because we know you have other alternate sources so you could always come to us to fund hiring somebody from the outside that could dedicate the time that's necessary to get this done. Understand that I understand that when you've got anywhere from say 35 to 50 tickets a week coming in, you have other things that need to get done. I know that things of this nature require dedication. For you to say to one of the staff I need for you to go out there and if it takes the next two days, you got to spend two days there, now you're down to two. If John's tied up at the police station because there's a ton of problems there, now you're all alone in house trying to handle everything else. I understand that. What precludes you from coming to us if the money is not in the budget and say look this is a priority, we need to get this done, I need to have dedicated time. I've just called a company and they can go out there and do it. We're looking at about \$280 or \$375. It's going to take two days. Have you given thought to that or we've never stated to you that that door is open. When we had a crisis situation a couple of years ago when the whole system was down, no one questioned what the cost was going to be. We wanted the system up and running and the three of you were doing it. One of you was on vacation I believe when this happened. I believe it was you. You were on vacation and this had to be done and everybody was communicating and we got it done. It took a while and nothing else got done but the systems weren't working anyway because the fire wall was breached and we had a myriad of problems throughout the whole system. This is an example of something that would agitate me as a CEO. I'm sure it obviously it didn't raise their ire but certainly concerned that we have a ticket outstanding for something that if it was fixed could probably save us some money in the long run. It would be worth the investment.

Lisa Nute said that is a point well taken and when I have looked at our - we do have a line item for professional services. We have brought in a consultant once for some exchange work, GIS work, etcetera, the only reason I did not consider bringing somebody in here is because it's an internal network item where I'm going to have to pull my IT Specialists anyway to work with them. I'm not saving any time. Vin Guarino indicated it would be easier for me to have dedicated time where nobody is bothering me for two days leave me alone and I go do it and get it done.

Chairman Coutu's next question is why isn't that happening. Vin Guarino said it's not that easy with the interruptions we get. Chairman Coutu said you need to prioritize. Mr. Guarino noted the Town Clerk is calling down saying that they've got an issue with a printer. We've got to deal with it and things like that. Chairman Coutu understood but there's three people in the department. I understand that. I'm just trying to set you up so we can avoid this kind of thing in the future. We're not blaming you for this. I understand what happened. I don't understand the nature of the problem and what it takes to fix it. If Vinny's saying it's going to take two days of dedicated time, then let's figure out a way to get somebody to do it in two days and get it over with. When you see high school and Fire Department, you think wow why hasn't this been taken care of. If I saw a mouse in the Selectmen's office, I wouldn't worry too much about that. That bothers me.

Selectman Brucker was just thinking. There is a way that it works. There's a telephone wire. I mean it's not that anybody is any danger. Is it one wire? One phone line? Ms. Nute said yes. It's one circuit that's currently up and running and has not had any issues but this will just totally change the technology and make it an internal problem. Chairman Coutu understood. Every time we make the conversion, it's that much more equipment that you have to maintain and that many more users on the line.

Selectman Maddox guessed that kind of goes to number 8 on your list here that says "fire dispatch needs a 25 foot serial cable" that's been on for 574 days. It must be a very special cable. Lisa Nute said no. I'd like to explain this one. They currently have two cables running their alarm system. They would like to pretty it up with one cable but the issue is we don't know if that's no modem, a modem, and the potential is take down their alarm system. It's a touchy, very old system. Rather than pretty it up but we haven't forgotten about this. It was a request. It's nothing I can touch right this moment. If there's other priorities like the Alvirne switch and I have a potential for breaking this. It's not broken right now. It's simple...Selectman Maddox said that's something different than what you have on the sheet. Sometimes these are probably a little misleading. Ms. Nute said this is how the users - the put any comments they want. That's why I have trouble figuring out what is hardware related and what is software. I don't have a column that just has that. Chairman Coutu noted so we should put wish, need.

Lisa Nute said number 3 is one of those tickets we initiated. We need to upgrade our virtual machine software.

(Nute) Four is the printer is not broken. It just happens to...Chairman Coutu couldn't help but notice that and IT Specialists made three requests and they've put on the back burner. Ms. Nute said because we don't want to lose track of those but we know that as soon as we can get that time...Chairman Coutu stated that would be a situation where when we have time we can get to this so I'll make out a ticket so I don't forget. It's like a reminder. It's like a memo. That makes sense. Ms. Nute noted four and seven are both related to a specific model printer. It wants to spit out an extra page when they print. It's just a blank piece of paper but they put in a ticket for it. We did try another driver. It just didn't correct it. It's something tied to that model.

Lisa Nute said five is a ticket that Vin put again as a placeholder. A problem setting up the area ports on our iscuzzy switches. It's something we should do but nothing is broken and it's not disrupting any work. Six is out there because we are moving PowerDMS to a cloud application instead. Having a conversation with our accreditation manager of whether we do this in July or December. It's his mock assessment is in August and his full assessment is in December. I wanted to have the least disruption to him. So that's why that's out there. We will be doing that this summer.

Chairman Coutu asked what PowerDMS was. Lisa Nute explained that PowerDMS is our digital signature software. There's also a module that has their accreditation standards tied into it, tied into the policies. Chairman Coutu asked if we paid for that. Ms. Nute answered yes we do.

Ticket 8. Ms. Nute said we talked about ticket 9 update Telestaff. This is another one that is kind of nagging at me because I know this one frustrates the Fire Chief. We will actually be talking later in this agenda to spend some capital reserve money. This will help me get this project going but this is a huge, huge undertaking. This is their scheduling software. We are upgrading it and it's a totally different - it's not just an upgrade, it's totally different the way it runs. A piece of that goes to the cloud yet a piece of the phone hardware is here. They have to work together. We will be taking the Fire Department down and they will have no scheduling system for probably 3 days if we're lucky it's not more. We need to do this Monday through Friday while the developer of this is on. It can't be during a weekend. We'd have to have support and they've got to work with us and it's, again, one of those nagging things. I need an IT Specialist dedicated for at least an entire week with no interruption. Now when you're talking scheduling, Chairman Coutu asked are you talking about Firefighter's assignments that type of scheduling or scheduling internal...Ms. Nute said no. It's the whole...Steve Malizia said it bangs on an earned time somebody else has to come in so it calls people. Ms. Nute said the whole program where the firefighter gets called. Chairman Coutu asked can't we buy a new program that's compatible to what their needs are rather than have to go through all of this. Other fire stations must have different programs around that country that we can look to. I don't understand why - update - what's wrong with it? Ms. Nute indicated he would like some additional features that now their new versions offer and he'd like to do some better attendance. Chairman Coutu asked why don't we buy the new version. Ms. Nute stated you'd have to set up a whole separate system I guess is maybe what you're asking - install a whole new system on a secondary system. You mean

so we don't take them down? You're still going to be installing. Chairman Coutu asked so once we buy a piece of software we're stuck with it? Ms. Nute said no but we either have to install a different piece of software or...Vin Guarino said it's actually going to a piece of hardware as well to make the dial out. They're changing the whole structure of the way it works. Chairman Coutu asked it has to interact with the communication system is what you're saying. Mr. Guarino said they're changing the way it works so we're trying to make it move in the correct direction with the least amount of down time. Chairman Coutu asked if this was going to take 3 days of dedication. Ms. Nute said if we're lucky. It could be more.

Selectman Nadeau asked if this was something that we could have the outside vendor come in and install it for us and be done with it and not be taking up our IT people's time. Lisa Nute guessed is you would pay them to come from California so you'd have the flight and if they would do that. I can certainly look into that and find out. Chairman Coutu said it would come out of the Fire Department budget. Selectman Nadeau asked if there was a local vendor that does this. Ms. Nute stated no. Unless the Chief is willing to change software or look into what other departments use, they were happy with Telestaff. I had a conversation with the previous Chief. They did like what Telestaff was doing for them. I'm not sure they'd be willing to change but this vendor is in California. They don't have a local vendor. I can find out though if the vendor would come out and do that. Chairman Coutu stated we should start looking for local vendors.

Chairman Coutu asked about (inaudible) copiers. What's the matter with that? Ms. Nute wasn't sure. I'm sorry that I forgot to look at the detail in this one. Vin Guarino said the last detail was I asked the person to give me a little more information and part of the problem with going up and down the chain is things get lost. People aren't on for 2 weeks or something like that and never go back and look at the ticket. Ms. Nute thought it's possible it's going to be closed. I'm sorry that I forgot to look at the details. Just so you know, the page before this in the darker area in the middle there was Mr. Maddox's question on the number of tickets from January through April. I have that with the three years there so you can see comparatively two full years like I've already given you in the last monthly report. You can see how we've gone down again because I believe it's due to empowering users more and the web assistance that we got. Chairman Coutu said we haven't gone down in 2014 compared to 2013. If you go month by month, we're going up excluding June 1 through 9. January through May the only month that went down was January. Every other month went up. Again, Ms. Nute thought that a lot of that was tied to the new senior center and all that new work as well as the GIS interface is new.

Chairman Coutu asked can you explain to me - I've seen you at the senior center even on a Saturday working on the system. I can understand a work order but why would that generate an inordinate number of tickets. Why isn't that just a work order? You have to set it up. Is it like it was set up but then there were a lot of problems? Ms. Nute said no. It was more a placeholder put in by us - the installation. There actually were some tickets by Lori. Hey can I have that? What about this? Or we did have a printer issue. HP had to come in and it was a brand new printer but you saw me...so there were some tickets generated by her but...Chairman Coutu indicated you're also responsible for the phone system. The check in mechanism that they're using. That's become a piece of hardware now. Mr. Guarino said there's a computer behind the wall. Chairman Coutu stated if something goes wrong with that, that's an IT...Ms. Nute said we had some work to do with Mike down in the switch and his area. The phone system I worked with Mike on that. Mr. Guarino said the network is connected here for fiber as well. Chairman Coutu said we loop with them and they're on our system for lines. No private lines there? Mr. Guarino said just Lori's office and that computer are on our network. Ms. Nute indicated the one PC that is not on our network there is in the activity room I think is what that first room is called. The activity room has a PC that the seniors can use to play games, to surf. Chairman Coutu said like we would have in the library. Ms. Nute said correct. I did not want that one on my system though we did install virus protection, etc. I did give the trip person separate accounts and trained here on how to at least get in. So that one is not connected to our system but we do maintain it. Lori's is on the network and that bar code scanning one where they come in and choose their activities is also.

Chairman Coutu asked why isn't Hudson Cable Television. Ms. Nute explained that they prefer to have their own network. Vin Guarino said we don't want to be on their network, they don't want to be on our network. Ms. Nute stated which makes sense.

Lisa Nute indicated Mr. Maddox in question 10 asked for a printout of all tickets generated for the weeks of April 6<sup>th</sup> and the 13<sup>th</sup>. There are 261 pages and our software is not capable of just like spitting out a list of a one line list or something. I did not copy this for everybody. Chairman Coutu asked is each page a ticket. Ms. Nute said no but it's not necessarily...John Beike said it's a ticket plus all the follow up to the ticket. Lisa Nute said it was the correspondence back and forth until it's closed out or if it's still pending, that reflects that. Chairman Coutu asked is that pile relative to that question - April 6<sup>th</sup> and April 13<sup>th</sup>. Ms. Nute indicated that is correct. That is the printout that he asked for of all the tickets generated in those two weeks. I am not sure what the significance of the two weeks is. If there is something specific he's looking for, I can maybe zone in on that.

Selectman Maddox said no there isn't. I just picked two weeks at random based on the fact that you said 50 per week. I wanted to number one gage how that was and wanted to see what they were. Again because you can't tell whether they're hardware, software, or training, I'm wondering as I'm sitting at looking at all the stuff that you did give us, how much of this is training issues? How many of these are software? How many of these are hardware? Again, trying to discern and one of the things I was looking for in your monthly report is that kind of information is we keep going down the same road with the IT Department of the tickets. Again, I understand the tickets are a method by which you're using to track stuff. You cover it later in your thing here. All I hear is we have all this work. You've got all this work. I wanted to get a flavor Mr. Chairman of what that is. So I asked for those random weeks. I just picked two weeks.



Chairman Coutu expected as much. I didn't hold that suspicious at all. I would have picked two weeks myself. I wanted to get a feel on what happened on those two week periods for tickets. What concerns me is that - and I know we have a couple more questions here - but what concerns me is I think about what former Selectman Luszey used to say is that - and of course we have to rely on you relative to the answer to this question. If we're continually having problems, is there something wrong with our system? With the tools that we're providing people? If that's the case, then as Selectman Luszey would say, "That's a topic for another day." Maybe we should be talking or are people as Selectman Maddox alluded to ill prepared to be able to handle the technical part of their job. If so, then how do we correct that? We're not going to go out and start firing people if they need training. Why don't we get them into training? Again, I know that's cumbersome for you to have to take that on as well and say this person really needs tutorial but that's what the Town Administrator is there for. You go to him and say look we're having a problem. We're having a problem in this particular department with this particular person or persons and we're going to need to come up with some money. I've got to send these people to training. We'll deal with that issue. Lisa Nute agreed. You're absolutely right Mr. Chairman. That's what's been so beneficial with this ticket system. Over the years I have requested training for some personnel - given them the catalog and said I'd recommend this course. I'd recommend this. Other times I've gone up and personally trained the person this is how you do that. Other times we've changed the process. The beauty of this is what I was talking about. I can see some trends. I can see okay wait why are we always getting this. A problem printer - I am looking to replace for instance on in Town Clerk right now because I'm not going to take another ticket on that. Things like that, we are always cognizant of that. That is exactly what this is useful for and that is in fact what we are doing.

Chairman Coutu asked are we buying printers or are we leasing printers. Lisa Nute said we purchase printers. I did actually have somebody come in and look at that and compare that cost. I might do that again and have them come in just to see now that our equipment is getting older, now it may be worth doing that. At the time, it wasn't worth the cost. The cost of the lease actually came out more and we weren't able to use cartridges that I use my State contract. I was tied to their cartridges which is part of their money maker and they weren't genuine cartridges. You kind of weigh is this good or not. It might be time to look at it again. At the time, it was not going to save us money. We had some fairly newer...Chairman Coutu asked how old for example is the piece of equipment in the Town Clerk's office? A rough - 5, 10 years? Mr. Guarino stated 6 or 7 years old. Lisa Nute said what happened too though - I think that what happened as well though is that she didn't have a lot of other printer choices up there for huge jobs except for the one downstairs. She wasn't necessarily either willing or couldn't go there. Now she's got the copier across the hall. Because of that I saw her overworking the printer, we took the bills printer - the old bills printer - and it's on its last leg. That's why we replaced it here but just to have her run it through the ground, I put it back upstairs to have her just until it dies use that for your animal control one. Save the mileage on the vitals printer. We also networked the copier so she can send things there. Its things like that that gets us to say hey let's try to minimize these tickets and how can we do that. Chairman Coutu thanked Ms. Nute.

Lisa Nute thanked the Chairman for mentioning training. We'll try to do and see if we can put in the ticket system is something like a checkbox that includes training and programming. Chairman Coutu knows a lot of employees watch this. They should be receptive to that because in the long run, it's going to save you time and it's going to save us money. Anybody who's not receptive to training should start looking for a job somewhere else. If they're lack of knowledge on handling computers or being able to fix something that they can fix themselves - there's a lot of things people can do themselves but they're too lazy to. I'm not saying that's what's going on in the system. They should be receptive to training. I know that if my job required me to learn a program that I didn't know but it was encumbered upon me to learn it in order to keep my job, I'd certainly appreciate having that class. I would expect that people would be receptive. I don't think you've been against that. It's just that if you can identify areas, I just sit down with the person or that department head obviously and say hey we have a problem. This person needs to know a little more about the system so she can make it run more smoothly. If they don't know what they're doing, it's going to screw it all up. The reports will be all wrong. Thank you.

Lisa Nute said number 11 the question by Mr. Maddox is one of the reasons we continued the Selectmen's Administrative Aide full time was this person was to handle the web page. Why is this not yet been implemented? Susan's been a huge help. I wasn't quite understanding the question. She received training by me within the first couple of weeks that she was on. She posts agendas, minutes, calendar events, job postings. I push things to her from other departments. Brad Seabury's minutes for instance, I'll forward that directly to her and Benson Park and things like that. She monitors expired content and she pulls that off. We'll converse back and forth about hey can you maybe put this in this place or duplicate it elsewhere to try to make it easier for the user out there if we think it needs to be in more than one spot. She assists other departments with posting their content as well. She does not work holidays or weekends so IT staff still handles the urgent web work and stuff. The Mother's Day flood for instance. Kevin Burns asked me to post things and stuff like that or the Fire Chief on holidays, weekends, etc. when we don't have clerical staff, I can do that from home so we do or one of the IT Specialists as well.

Selectman Maddox asked to follow up on that question. I thought that the Administrative Aide in the Selectmen's office was going to handle the web site issues and get training on whatever else she needed to do. I'm seeing Mr. Cashell sending out packets and it goes to a ticket. I see here that you're doing some stuff. It's showing on that list that you just gave us requests for a proposal HVAC new. It's coming from you. Why isn't she handling that if you are as swamped as you say, here is a resource that the Selectmen offered to give you and you're not utilizing it. Lisa Nute stated the packets that John Cashell does would require a purchase of Adobe software for Susan. I did have that conversation with her. Would you willing to take over these packet things? I told her that at the end of my budget if I had that money I would get another license and provide for that. That's empowering the user. I just haven't had a chance to get my final number but I think I'll be able to provide that software for her. Selectman Maddox asked doesn't that generate because the Planning Board has 25 meetings a year, 25 tickets a

year? Ms. Nute said no. He's only started those packets more recently. I did go to his staff to see if maybe they could put that together. It's, again, something...Selectman Maddox said okay. I'm just saying that here's a resource that we gave you. I would just like to see it utilized as much as possible to take those tickets and time that you need to have somebody dedicated to a project. Here is a resource that we thought - at least I thought you were using. Ms. Nute indicated she has been a huge help. If what you just said if I could have the liberty of asking for her assistance in another way, I would love to have some clerical support to do like IT purchase orders, put invoicing together, and things like that. Some nights I'm sitting here until 8 p.m. doing clerical work that I finally have a chance to get to. Accounts payable kind of clerical work. If she has the additional time, I definitely have other ways that I could utilize her if that's the case. When you see my name coming down the list her of updates on the web page, again, Memorial Day Parade I happened to just pull that off. It was a holiday and she's not on. I just like to try to keep the website as up to date and timely as possible. I think that the Fire Chief just sent me a quick e-mail - hey can you post something that got inadvertently taken off. I simply went in and checked it back on to get it back on there just to be immediately responsive to his request. That's why my name shows up there. The water one that I posted. I got involved with because the Water Clerk requested a little additional information. Could I go to the server and pull down what she did last year because she couldn't remember what the verbiage was and wanted to put something similar this year. Going out to the server and grabbing something is not necessarily something that Susan would be able to do anyway. I got involved in that one. The annual report one is she took the initiative to scan the report in the document imaging server and now we need to pull it from the document server over to the web server. Again, it's kind of like the behind the scene thing just to get it up there.

Selectman Maddox asked shouldn't she be taught to do these things. Lisa Nute said no. We don't want her having access to the server. If you look at the whole list though, it's all Sue Kaempf, Donna Graham, Jen Riel - again doing the fire stuff. I'm in there just a miniscule amount of times compared to the two pages of the other clerical people's names here. Like I said, Susan has been a huge help and I'm very grateful to have her assistance.

For the record, Chairman Coutu said it's an interesting conversation but we're bantering Susan's name about. Granted when we hired Susan to replace the clerk that we had originally, it was suggested that perhaps Susan could ease the load of postings and it was granted. The way the conversation is going, it would appear that this girl has all kinds of free time on her hands and now we want her to do clerical work. I don't micromanage. I've said this before and I'm going to repeat it again today. I don't micromanage. When I have a question, I'll ask it. I will defer to the Town Administrator. She works yes - everybody works for the 5 of us but we have department heads. He is the Town Administrator. She works for the Town Administrator. I've been in that office and I've seen the girls. There are times they can sit and chit chat but they're on the phone, they're addressing problems. I get a lot of calls from you about things that go on mid week that we need to address. Some angry taxpayers and the like. The Town Administrator supervises that person. I would expect that we would respect that and that if there's a need for a clerical person, I appreciate that you put it in here and I appreciate the fact that you remind us repeatedly that you could use some extra personnel. We'll discuss that if that's necessary. I defer any question relative to Susan's work as well as our Executive Secretary. He is the one that's managing that office and I would expect that he will if he sees there's a need and there's a legitimate request and time available and Susan can do it, she will. You've clarified by stating you qualified all of your things at the outset that you said that she's been a tremendous asset to your department and you just qualified again that most of the clerical people are filling in and doing what needs to be done. Your time doing the postings and things of that nature, the hands on type of things which you do virtually from your home is miniscule. I think that was the word you used. I'm glad to hear that because I'd hate to think that you, or Vinny, or John are spending all weekend long trying to play catch up at home. You're entitled to have some time too because I know sometimes its midnight, 2 o'clock in the morning the phone's ringing or there's a problem and one of you has to address it whoever is on call. I understand that and I appreciate that.

Lisa Nute indicated the last question is repeatedly you said you needed additional staff. How many people do you believe you need in the IT Department? I do want to just clarify that in my last monthly report I didn't mean to make it sound like I was asking for help. I have given up trying to get a warrant article many budgets ago. This Board made it perfectly clear that they were not entertaining additional staff and I understand that. What we've been doing over the years with the ticket system a helpful aid is again to empower users and try to find other people to be able to help us with workload and to get to the crux of the problem so that tickets will slow down. Our virtual technology changed some years ago was a huge benefit as well and it's allowed us to do a lot of administrative stuff quicker as well. I didn't mean to make it sound like I was asking you for more help. My comment in the last monthly report was that I do not have enough IT staff to provide a timelier turn around which I regret and would like to see for projects and tickets. I know that this is a frustration for some department heads specifically fire with Telestaff and the switches are two examples. I'm always working to improve that. It is what it is and I do appreciate Susan's help immensely so thank you for that.

Chairman Coutu asked when do you get interns and for how long do you get them and how many do you get. I believe its two. Lisa Nute indicated I hired one UNH intern this past April. He was tremendous as they usually are. They are only on, and they've all been males, so I will say he but they've put in their 140 I think it is - 142 minimum hours is what they need to graduate. In that time, we get them just up to speed, they learn the process here, they learn the people, they're introduced to virtualization, and this, and this, and this. They're wonderful but then they're back out the door. It takes us quite a while to get them up to speed and then it kills us to finally get them to where they're really being helpful in the last couple of weeks and they're out. I would love to offer one of them a full time job if that ever were the case. I understand that it wouldn't be. Chairman Coutu mentioned but you're not looking for any help. Ms. Nute stated that's been the only problem with the interns.

Selectman Maddox told Ms. Nute you should not go into sales because you just told me that we shouldn't be hiring interns because the rate of return is not there. The amount of time you spend getting them up to speed to get two good weeks at the end doesn't make sense. Would we be better off maybe partnering with the high school to get a senior that we could utilize part time even if we paid them. We're paying the interns anyway to have a better continuity. It sounds like you spend all this effort and money to get them to usable and two weeks later they're gone. Are we better off hiring somebody part time?

Lisa Nute stated that's exactly why I hired a Pinkerton High School student. He was the second intern I think Mr. Coutu is referring to. We had one UNH intern and actually this UNH intern was probably the biggest bang for our buck. He took meticulous notes. He was very quick. We showed him something once and unbelievable. He was fantastic and he was a good bang for our buck in more than a couple of weeks. Chairman Coutu indicated so he was an exception to the rule. To clarify, Selectman Maddox brought up a good point. Even though you're saying now that he was a big bang for the buck. Initially you were saying that it's a waste. Ms. Nute was not saying a waste. It kills us to just watch them walk out the door is what I'm trying to say. If it wasn't for this last UNH intern, I don't think all of our Toughbooks and the last of our XP systems could have been updated like they were. He helped us build some systems. He helped us with the senior center systems. He was a huge, huge help. I am currently working with the Pinkerton Academy study. Of course I can't have him in here until school is out. So I only get him a couple hours a day but my thinking on that was that if he is somebody I can have long term, and he's phenomenal. I think he's very good. My goal I am hoping is to hang on to him. I may be coming to you to give him a raise next year or the year after that so that we can try to keep him. So far he's been very good. Chairman Coutu asked how long do you have him. Lisa Nute said I only have him during his April school break I asked him to start then so that we could have him at a better chunk of time. I only get him - like right now he's got finals so I had him two hours tonight and that was it for the week. He maybe back Thursday or Friday if he can get out. I'll have him during the summer though I'm hoping. I'm also limited on what I can give him. He's a high school student.

Chairman Coutu asked what is his commute. Does he live locally? Ms. Nute said no. He lives in Derry. The only reason I chose him, this was an experiment, Pinkerton has a phenomenal program - computer program. This student happens to be like a mentor for other students. He's that bright. Chairman Coutu asked is this part of his practical. Does he get credit for this as practical for his courses? Ms. Nute wasn't sure. He also belongs to Pinkerton has like a computer club. I don't think Alvirne does. They do hands on lab stuff and Pinkerton is very good that way which is why I went ahead and took a chance with him. It's a lot of hand holding. Initially if I'm giving you something new - I mean he is young but he's actually surprising me. He's thinking very well as far as putting himself in the place of a user even though he's not been in a business community before and really knowing what an office worker is thinking. He surprised me that way. Right now we have a new GIS interface and I'm having him do a tutorial for everybody. He did a tutorial for the Fire Department on a fax modem card. In fact he fixed it for us in that PC and did a tutorial for the firefighters on how to fax using this new card. He's doing a tutorial on the GIS and I'm hoping to have him covert that to video.

Chairman Coutu stated he's fine and dandy and he's going to be here from the end of June through August and we're out again. Lisa Nute said until my intern money runs out but he's getting \$10 an hour and right now....Chairman Coutu asked would it not be more beneficial to you and your department - you don't necessarily have to answer this question but I'm going to follow up where Selectman Maddox is going and I said to you this topic of conversation would come up and it's here. Would it not be more beneficial to us as a community considering the statements that you've made in the past relative to the requirements that are placed on you and your staff with the tickets, with having to have hands on an awful lot of times. John's almost required at the Police Department full time. He spends a lot of time there. Vin I know has a grasp of all of the municipal aspects and communications and problem solving. You rely very heavily on him. Would it not be more beneficial for you as well as for the town to come in here and articulate the reason why you need a permanent part-time position to supplement your staff so that we don't have all these wait times. If Vinny needs to go out and dedicate two days, you have a backup that's working 24 hours say 3 days a week and the same thing with John. He needs to be dedicating to the local court to work on their system and fixing something communications wise between the two networks or the one network between the police station and the court room. He's got time to do that because you have somebody that can fill in and handle tickets in the interim. Would it not make more sense or you backing away from asking for an employee because I'm putting it on the table? Lisa Nute was under the impression this Board would not support it and that's what I was told in previous budget cycles. If you're telling me that you would support a...

Chairman Coutu indicated we tell the Fire Chief and the Police Chief all the time we're not going to support additional personnel but they come in and articulate their position. I'm not a quitter. Like Selectman Maddox said, you shouldn't be a salesman. You get ten no's before you get a yes. You just keep asking until you get the yes. You need to articulate your position. I think your presentation went well tonight and I'm impressed.

Selectman Maddox was going to differ slightly. I think one of the reasons why I asked whether its hardware, or software, or training is there's outside resources to at least the training and the hardware. Why are you sending an IT Specialist to go deal with a printer when there's a place that can walk over here and fix printers? Get a fixed price from them to do certain work and now we're not hiring somebody Mr. Chairman. We're subbing that out to do hardware but you don't have a definition of how much of the tickets are hardware so it's going to be a little harder to do. I'm just trying to say is there other ways to get to the end result? I think the interns in my mind based on what you've told me other than this one fabulous one isn't worth the dollars we've spent. Are we better off going to two other computer companies and saying what would you charge us to fix this or those type of things to take the burden off of these two gentlemen and yourself to get a hardware problem solved. If it's a training issue, get a subscription to Skillsoft I think they're called or any number of companies that on line you could send. You

could send Selectman Nichols and I to an Excel course. Ms. Nute noted we do do that. Selectman Maddox was trying to find a way with the ticket system to tell us where...Chairman Coutu said a class for dummies? That kind of a class. Selectman Maddox said whatever it may be. I'm just saying Mr. Chairman that before I go and want to hire somebody, I'm saying is there other avenues. Chairman Coutu agreed. We can explore that.

Selectman Nadeau asked the intern that we have currently working for us where is he in high school - senior, junior? Lisa Nute indicated he's finishing his sophomore year. Selectman Nadeau indicated you could potentially have him for two more years. Ms. Nute was hoping. Selectman Nadeau asked how many hours have we used him for so far. Ms. Nute thought probably 18 that first week and then maximum 8. Selectman Nadeau said so we potentially have him for the whole summer. Ms. Nute said yes except he's got a camp he's going to for a couple of weeks, a family vacation for a couple of weeks. I will utilize him as much as possible. That's what Selectman Nadeau wanted to hear.

Chairman Coutu asked if there were any further questions or comments.

Selectman Maddox was saddened that we had to bring it to this point but I think, again, your report is important. As we as the five people elected to represent and I'm going to use the word "cranky" taxpayers...Chairman Coutu said they're not cranky. Selectman Maddox stated well they certainly are when they vote on our budget. We have to justify every dollar we take from them. I think we need to show that we're doing everything we can do to justify the money that we asked for them to give to us. I thought that your report was fuzzy but now you've answered the questions and we move on. I think that a lot of them you've cleared up a lot of the issues that I had. I think the questions I still have is how they break down and you're going work on that. I think at some point Ms. Nute you need to call up the Fire Chief or whoever else is on the end of that list and say you need to spend \$100 out of our budget if you really want that cable or whatever it is. To have them on for 2 ½ years doesn't make any sense. I think you have to come to a meeting of the minds and say is this still worth doing. Is this something that you want to pursue and maybe that department head has to come up with it? Lisa Nute indicated I did in fact do that with one thing and we decided to come to capital reserve which is what is later on the agenda as one example.

Chairman Coutu wanted to thank Lisa Nute. I've certainly been enlightened. I'm sure other members of the Board have as well. This was well done, well presented. I appreciate your staff coming in to answer any questions in the event that you needed a little support though you didn't. You presented yourself well. Think very carefully about what I said and if we need to wait to budget time to hear from you again, then we'll have that discussion then. Thank you very much. I'm very satisfied with what you presented us.

Selectman Brucker said I taught in the school system where we had one IT person that was hired for the middle school and the high school. That person was to be housed at the high school. We NEVER saw that person and that's what happens with IT problems. They are there all the time and they can seem very urgent. I think the ticket system that they've come up with is really a kind of thing that makes things run smoother. I just think technology creates - there's just a lot of issues when you've got a technical...Chairman Coutu noted Doris says it's going to be the death of us. Selectman Brucker didn't believe it will be the death of us but it's caused a lot work. Chairman Coutu said its very costly and sometimes I think that having been in business the better part of my life and believe me using pencil and paper, sometimes I think it's a lot quicker to jot the number down than it is to go to a computer, turn it on, upload it, type it in. Selectman Brucker agreed. It depends on what you're doing.

If there's no objection, Chairman Coutu declared a 5 minute recess. The meeting resumed at 8:45 p.m.

#### D. Fiscal Year 2015 Budget

Chairman Coutu stated as you remember, we had a discussion at the last meeting and deferred to this meeting relative to the default budget for 2015 and how we are going to tackle some of the problems with that. I'm going to defer to the Town Administrator but our Finance Director Kathy Carpentier is here to give us any feedback through this process.

In lieu of explaining everything again because we've looked at this 3 times, Steve Malizia thought what the focal point is is to try to ascertain or determine what our budget will be for next year. As everybody remembers, we were granted a default budget by the voters. We looked at projects or priorities that we thought the Board wanted to have in next year's budget. When we first took this issue up it, it was basically looking at how do we accomplish those priorities with the monies that we were granted. In the first document that you've seen several times, we had contemplated moving money in next year's budget around which flowed to a discussion of well if we have some money left this year, perhaps we can do some of those priority projects or tasks this year. We could accelerate them forward. To that effect probably going on a couple of months ago, we moved \$56,000 I believe for an HVAC system over at the fire station. We also discussed the police security system because that was a discrete set of tasks or a discrete project you could actually complete or it's hardware. It's not some contract for a service that's going to extend over the year. Those were two examples of projects that we discussed. One you moved and the other you were contemplating moving into this fiscal year. The second document was expenditures and revenues where we were through the end of May which left us with the third document which talked about the estimated fund remaining. As we recall looking at that, we had approximately \$311,000 remaining or that's what we estimated we would end up with a positive balance. However we had some negatives including highway, solid waste monitoring insurance which would then give us a balance of \$216,000. We might have some room to move around in this year's budget to hopefully accomplish some tasks that we either planned on doing next year or that were hold over priorities. We looked at the HVAC. I'm sure it will be a

conversation but we have received one bid against a bid package that went out that came in much higher than anticipated at \$86,500. We talked about the police security system. We actually have the quote that articulates that that is \$38,700 or essentially \$39,000. We talked about doing some pieces of carpeting and we also talked about earned time. As you are well aware, in June employees have the ability to buy out earned time. We've also had I believe 18 employees leave the Town's employ this year including some long timers that has had an effect on the budget. Ms. Carpentier has at least some idea of the number that we'd be looking at for the earned time which is what I think the conversation left off last time.

Chairman Coutu asked to forego that conversation for now. Chief Buxton if you would please. We have one hanging out there. I know that you requested an opportunity to be able to speak to the one bidder. Have you had that opportunity Sir? Chief Buxton said yes. Originally we had gone out to bid and had an estimate from our HVAC contractor for \$59,400 to replace the HVAC system at Central Fire. That was a number that we used for budgeting last year. That number is coming up on approximately 11 months old. When we attempted to bid this the first time around, we received zero bids. We went out to bid a second time and we got one bid from Denron Plumbing and Heating out of Manchester. They're a very large municipal, commercial contracting company. Both Dave Hebert and I look at their proposal, had a list of questions, and a host of concerns to try to zero in on where was the 20 plus thousand dollar difference. I don't know that there is a piece of what we're paying for is the overhead for a larger company to come in and do the work. That is a reality that I had to myself come to as I sat down and talked with them. What does that mean for us? Our contractor that we normally use is a two person shop. This project would have taken them 8 to 10 weeks to complete for the install to tear out, remove and install. This company is projecting a 3 week turnaround on the project. There's a cost to that type of overhead in what they're looking at. We also looked at the original quote did not have any preventative maintenance in there. They're offering in their quote or \$80,989 a two year preventative maintenance program that's on top of their warranty. So they'll come in and clean, check the balancing, and all those types of things as part of their process. They also bid a higher efficiency unit than we had actually suggested. That is because they're using a different model unit than we had used as our base model. They're using York equipment versus a Rheem which we had originally used. We did not specify in our RFP to try to keep the bid as generic as possible any brand specific. So they're using a very high end model.

Chief Buxton stated we also wanted to try to zero in to see if there were any rebates. I've been trying to track down as late as this afternoon Public Service to see if we were looking at some efficiency units going in to Central Fire even though the building is over 50 years old will there be any rebates available. If you remember correctly during the construction of the senior center, you actually because of the efficiency that you were putting it - I e-mail this document to them. I did not receive a response back. They seemed to lead me down the path that there was the possibility because of the equipment that we may see a rebate. I don't have a projection on that time unfortunately. They did say that this was normally something that they would be looking at - rebating. That is potentially out there. Certainly the warranties are in line. They do the type of work. Unfortunately they had only come down \$5,500. I said \$6,000. I misspoke. It was actually \$5,500. That is a reality as to where we are at today.

Chief Buxton noted that you had also asked me to reach out to our vendor that we normally use for service work on the system we have today and said is there any way for us to put - I don't know give me a dollar figure - into the system to band-aid us to get us through an additional year. He said he did not recommend putting any money into the system we have over there. The line sets are corroded through. He was here at least 5 times over the last summer fixing leaks and chasing down gusset to use to cool the air and he doesn't believe that it's wise money spent an actually wouldn't even give me a quote as to what he figured it would take to band-aid us through. I don't necessarily know what more I can give you as we sit here.

Looking at this document on page 2, Chairman Coutu asked other costs over and above that \$80,000 we need an additional \$4,500 for electrical. Is he subcontracting that part of the work? Chief Buxton said no. If you look underneath additional costs, he says "furnish and install a York 1 tone ductless split for \$4,500. Is that this section you're looking at Mr. Chairman? Chairman Coutu indicated yes. That was above and beyond the equipment that was speced out. We're not doing that. Chairman Coutu said any electrical work will be...Chief Buxton state would be above and beyond out of my maintenance budget that was budgeted for 15. Chairman Coutu indicated we are going to need some electrical. Chief Buxton said yes we'll need some electrical work absolutely. We have obviously electrical run to the attic space. Some will be rotated out. I'm sure there will be some rotated out. I'm sure there would be some upsizing that would need to be done because they're bigger units but that's not something that I believe to be a large dollar figure to push the budget over. Chairman Coutu said if the majority of the Board agrees to do this, he's going to start work on the 30<sup>th</sup> of June and he's going to be done by the second week of July - a two week project. Chief Buxton said three weeks. Three weeks of construction. They'll come back the fourth week to punch list.

Selectman Maddox stated he is telling us that he's going to use a 13 seer condensing unit. I doubt we're going to get any rebate on that. All the ones that I've seen you've got to be 17 or above. Chief Buxton said I sent all the information to Public Service. I'm just trying to reach out and gather as much information as possible. We're making sure that we're turning every stone over to try. Selectman Maddox looked at the spec. I didn't see anything other than all the duct work being changed to being a heartbreaker if you would. I just think there's gotta be something here that we're not seeing. It just by happens my employer we're doing something with an air conditioning unit. I called up a local vendor, gave me a quote in two days, and said its two to three weeks out. So this thing about the vanishing HVAC techs or the costs of the money, I'm just not seeing. I guess I'm not prepared to spend \$89,000. I think what we should do Mr. Chairman is put a band-aid on it. Tell the Fire Chief he has \$45,000-\$50,000 and tell our vendor to replace the worst two units but just the condensers and the guts if you would - the coils, the lines but not the duct work, not all the controls. I think we're just spending money in a station that we all say is

not going to be here that's above the amount of money that we have to spend. I couldn't in all conscious vote to support spending \$89,000. Thank you Sir.

Selectman Nadeau stated one of the things we heard tonight is that we were looking for reams but we didn't specify it and we're getting York. We went from the Chevy to the Cadillac. Chief Buxton couldn't in an open bidding process specify a specific brand. This is the vendor that bid. This is the product they carry. That is the line that we have. We certainly built into the RFP process have the ability to reject any bid that's in the best interest of the town. Unfortunately I have one bidder as we sit here today and that is the equipment line that they carry.

Selectman Nadeau said I'm not with Selectman Maddox putting \$50,000 into putting a band-aid on this project. I'd be willing to put \$50,000 into floor 2 in doing that part of the thing and next year doing the first floor. If we put a couple of air conditioners in the offices downstairs and fix the problem upstairs where the people are sleeping and that type of thing, I'd be a little more apt to do that. Eighty Thousand – that was nice of them to drop it \$6,000 but I just have a problem spending this type of money. If we were going to spend \$50,000 or \$60,000, then let's spend the \$50,000 or \$60,000. Do it in a two-part project. I didn't know if there was a way to break this out – two parts if we have phase 1 job scope 2 costs and job scope 1 costs or if there's a big cost savings because we're doing them both together. I just find this a lot of money but it is something that needs to be done.

Selectman Brucker asked what can you do if we billed this down. Chief Buxton stated one of the things that – and I certainly hear Selectman Nadeau's concern in regards to breaking the project into two. The bulk of the project is on the second floor. He didn't break down per phase or that wasn't a requirement of the bid. So you save \$50,000 to \$60,000. The bulk of the work is in the attic space. So I don't exactly know – that's like pulling a number out of the air that I'm trying to do. I think you understand that also. I can revisit that with the bidder and see if they're open to that but I'm not exactly sure where that is going to go. That's not the scope of the project that we bid out and they may decide to withdraw. I don't know that.

Chairman Coutu told the Chief I'm going to reminisce a little bit but not for long. I was reading a lot of old papers and had some luxury time and I've been cleaning out the house and reading things that I said in the past. I was quoted by various press. If you remember you were certainly here back when I first became a member of the Board of Selectmen, the Central Fire Station was one of my priorities and still remains an item that I hope in my tenure as a member of the Board of Selectmen, or whether it's the next two years, or if I decide to run for re-election in another 5 in all, we're going to do something to get a new fire station. I don't see it happening in the immediate future. This isn't my house. I can band-aid a pipe here and a pipe there and put a little bit of silicone on the window and let it wait another year before I replace the paint. This is a municipal structure of significant size housing several people during the day, 24 hours a day, 7 days a week. I am not in favor of putting any more band-aids on that building. We put enough band-aids in there that some of the old ones are starting to peel off. I think that the conditions in the summer time with all of the problems we've had with the individual units that have been breaking down provides for a terrible working environment for our people. Obviously it's not a working environment. The upstairs is a weight station. You can sit there and watch TV, or you can start eating your meal, or you can try to take a nap, it doesn't mean that alarm's not going to go off in the next five minutes. Considering the volume of calls that we've been getting lately, I don't see them getting much sleep time because Selectman Nadeau and I had a conversation maybe about a month ago relative to the amount of calls that we hear in the nighttime. Sometimes I'll be up at 4 because my legs are giving me problem and I'll turn on the radio and monitor. I hear them being called out. I don't want to put any more band-aids on that building. This is an item that for \$80,000 if that's going to be the cost if it's going to cost \$80,000 and it's going to be there another 4 or 5 years, its money well invested into the building. Air conditioning units – the compressors themselves can be transported and used elsewhere if it's still a value to us for another use later on. If for some unforeseen miracle we can get the voters to approve within the next 2 or 3 years of construction of a new fire station but even that, we're dealing this year with next year's budget. We're always looking several months out. We know that that's going to be there for quite some time.

Chairman Coutu said taking out a couple of old air conditioners, and buying a couple of new ones, and throwing them in there and trying to patchwork the rest of it and hope it works. To me that's throwing money away. We've thrown enough money away in that building. I'm going to support fixing it once and for all. The money is there to do it. This isn't pie in the sky. We're not dreaming about the money. We have a surplus. This is an item that we vetted in the budget. We said that we agreed with you that we needed to get it done. We were going to do it in next year's budget. The Town Administrator and the Finance Director worked on the money and said to us that in light of the fact that we have a default budget next year why don't we take that large item out of next year's budget to ease the pressure on the budget and use any surplus we have this year and that is one of the items we can take care of. The money is there. I think it's the right thing to do and I'm going to vote for it if it comes to a vote. Well it's going to come to a vote sooner or later. Further comments or questions?

Selectman Maddox told the Chairman is you should know better than most that we tried to do that very thing with the air conditioning unit that we put into the cable site on Old Derry Road. It was going to cost us more to move was there. So we ended up leaving it. Chairman Maddox asked if that was an \$8,000 unit. Mike O'Keefe stated \$4,000. Chairman Coutu reiterated a \$4,000 unit and it was there for 3 years. Selectman Maddox stated we couldn't move it to the new location because it wasn't cost effective. Again, I'm just having a tough time replacing all the duct work in a system that's been there. The duct work doesn't change. To see that we're spending money here that we don't have.

Chairman Coutu said we do have the money. That's a misnomer. I resent that. The money is there to do it. It was an item that we approved. We, this Board...Selectman Maddox said \$60,000. You're absolutely right. Chairman Coutu said we approved to do next year based on an estimate that the Chief was given. He doesn't put the pen and pencil in their hand. That's the number they came up with. Unfortunately, we have 1 bidder and this is the price he came into us with. We can reject the bid and just keep going out to bid. Is this the only time we went out to bid on this so far? Chief Buxton indicated this was the second time. Chairman Coutu said we can go out and try to bid a third time. We eventually might run out of bidders and we won't have any. Then we're going to be put in a situation where we're going to say you know hey the hell with it just throw a couple of air conditioners in there. I think a little more of our employees than just throw a couple of air conditioners and hope they work. If the duct work starts leaking and air is flowing out here, it's not economical to be running a system in an old duct network. We're losing this part of efficiency loss. If the Energy Committee is listening to us, they're going to say you're going to be wasting money. Let's do it right and get it done. The money is there. I don't understand for the life of me why we approved doing it. It was the concept of putting in the new system. The cost is a factor but it was the idea of doing something at the Lenny Smith Fire Station that we know needs to be done. We agreed that this needed to be done. Now we're backing away from it yet we have the money. The Finance Director and the Town Administrator got together and they said look we can do this. We can do it this year. So we take that \$59,000 burden off of next year's budget.

Selectman Nichols had to talk about the duct work because you can't use the old ductwork that is not compatible to the new systems now. They're all totally, totally different. If you've looked up on the web, the duct work has to be compatible to what you're putting in. You can't use the old one anymore. It won't work and you'll end up by having to pull it out later and replace it. It might cost more money.

Selectman Nadeau said my biggest problem with this proposal is 1) I don't know what the cost is if it was a Rheem system but I know they're a lot less expensive than York. They're just as good. I have people that have told me in the last week that you're buying a Cadillac and you really need a Chevy because if you're only going to use it for the next 5 to 10 years, there's no need to go out and buy the Cadillac. Maintenance is cheaper on the Rheem systems than it is in the York systems down the road. Now the first two years, great, they're doing the preventative maintenance for us. After that, how much am I on the hook for per year to maintain the system? It looks good up front, but I just don't have the total picture. I know this company is very reliable. I know they're a good company. The problem is we did go out at the last minute to bid this out. A lot of the other companies are booked up. The one that I talked to was booked up until the end of July. We were anticipating and we wrapped our hands around the project at \$60,000 and now we're at \$80,000. That's my biggest problem. We're going to give up other things. Town-wide paving – we're going to take \$75,000 out of town-wide paving. That's almost what we're using to pay for the air conditioning system. The taxpayers wanted to put this money into paving. We're giving up something to get something else that's a benefit to us. I just really have a hard time doing that. Yes I know we need to do the air conditioning. I know it's very valuable as far as keeping the employees happy but \$80,000 is just a big number for me.

Chairman Coutu asked if there were further comments or questions.

Chief Buxton stated over the years since 2007 as I brought construction projects forward, we've always talked about the Chevy and the Cadillac. We've attempted to be good stewards of our money. We've attempted to be good stewards of our construction projects. We were good stewards of our FY15 budget. What I mean by that is we're out of the fire department operating budget putting \$59,000 forward towards this project. I understand that as I sit here tonight that I am looking for additional funding, and I understand those liabilities, and I understand the decisions that need to be made. I do have to say that we were good stewards of our money. We were good stewards of trying to be good team players. This is a project that I need to move forward on somehow whether it's through total replacement or we need to come to some sort of consensus. I have a server room on the second floor of the fire station that has well over \$400,000 worth of radio equipment in there within a couple more days of this humidity is going to be well into the 70s in that room and we struggle to keep up. I guess that I am asking for some relief tonight as we move forward. I hear you. We've talked about that at the department head meeting several times about being a good player and trying to push the projects forward to meet the objectives of the community. I understand those concerns.

Chairman Coutu thanked Chief Buxton. We'll look at this in its total at the end.

Chairman Coutu asked Selectman Maddox are we still looking to cut \$40,000 out of that. Selectman Maddox didn't see any reason why we wouldn't. Chairman Coutu said my old copy I have that. So far against this budget we're already \$45,500 ahead of the game.

Selectman Nadeau said one of the big questions we asked was the earned time. Do we have a number on that? Kathy Carpentier indicated so far this year we have absorbed into our department budgets \$238,000. In the month of June we will be paying out \$124,000 for people who have requested to buy out and we also have 3 people leaving. One who's been here for a long time and is hitting the budget. So \$124,000 is what I need to cover.

Chairman Coutu asked is that the number that goes into the question marks. That will be the number? Kathy Carpentier said within a couple thousand. Yes because if somebody takes a day off or two – one of the retirees. Chairman Coutu asked are you being conservative or allowing for just in case. Ms. Carpentier said conservative. Chairman Coutu stated it could be higher. Mr. Malizia said no. Conservative means paying less. Chairman Coutu stated so far with the \$5,500 we would save if

we went with the HVAC as recommended – if we went with the bid, the \$40,000. If we went with the bid - \$40,000, we've got \$45,500 right there.

Police security system – Chairman Coutu asked does anybody have any concerns or questions about that. There was some expressed.

Selectman Maddox thought we were going to get some information as to exact. That was an estimate. Chairman Coutu asked this is everything that would be required in order to – Lisa you're here you want to step up please. Steve Malizia thought he'll have to buy storage but he has that in his budget. Chairman Coutu asked is he going to need storage besides this that would be in the clouds. Lisa Nute said no it would be physically because there are physical cameras on site that we're going from like 4 times the storage that an analog camera...Chairman Coutu said you're talking about storage on our hard drive. Lisa Nute said yes on that camera system specific. We're going to do just the cheapest possible external storage. You just plug into the system basically. Chairman Coutu stated to do the extra storage on the external drive. Lisa Nute said correct. Chairman Coutu indicated that you're familiar with – do you have a copy of this? Lisa Nute said no but I'm very familiar with it. Chairman Coutu reiterated to Ms. Nute, you're familiar with everything on here down to the insulation from the domes. Ms. Nute said yes. What this is upgrading the police camera system from analog to digital. We are reusing as many cameras as we possibly can for now. Maybe down the road if we need something replaced, then it would be replaced. We made some slight modifications that we had to based on – now we've got full landscaping that wasn't day one when they built the facility. So now we have some blind spots that may not be as safe as possible when an officer is coming in or out of the sally port. We've had to add or change a camera that's currently in place and this just updates it to a digital system. Chairman Coutu said the digital is going to give us better clarity than the analog. I've seen the difference. Ms. Nute indicated the biggest reason for doing this and we've been pushing the can for several years here. We've been trying to do it at the end of every budget that we could. The main reason is this technology is going by the wayside and that our vendor has told us now for at least a few years, if you don't replace this and we can't replace a part anymore then we may have to stop the maintenance and you're on your own. They're not going to support that any more. It is end of life at the end of this year.

Chairman Coutu asked the cameras that we're going to install we're obviously going to keep some of them and we're going to add some additional cameras for some of the blind spots. These particular cameras – I don't know if you're familiar with them the vandal domes – did they give us a wider projection than what we've been getting – the older cameras. Lisa Nute said in some cases yes. We're swapping out one specifically in the corner of the facility outside so that it can now catch the training facility across the street. So that was updated to a dome. It's not just focused on a specific...Chairman Coutu sometimes it's the traffic going by that you can't catch that might be critical to an investigation. It will give us a wider spread and I know the clarity. I understand the clarity that we're going to get.

Selectman Maddox guessed I'm getting old cuz I could have sworn that last meeting the Police Chief said the reason why we're doing this is something could break down and I said why don't you just buy the spare card. This looks like we're just buying all brand new cameras. Lisa Nute indicated the guts of the system also changes from analog to digital. Our vendor we did a walkthrough, Captain Tousignant was there and our vendor with John and I went through every single camera – this can be still reused, this cannot, this needs to be updated. We have a trouble spot here. Okay we can correct it by just moving the camera or whatever.

Point of clarification. Selectman Maddox said it's not the controller that's going bad. You're replacing all these cameras because they are not digital? You're telling me that something is out of date but this isn't adding up. Lisa Nute said if you take a look at number 27, it includes the entire system. Selectman Maddox stated to the Chairman we could buy half of these this year and half of them next year. I was always under the impression – from the last meeting with the Police Chief that there was the controller – the circuit board that controlled the system was no longer manufactured and we had the chance of not having the ability to keep the system up. What you're showing us here is just a bunch of cameras. Lisa Nute stated he was actually absolutely correct. I'm not quite sure why it's – I'm not seeing it either. I didn't even notice that but this in fact includes updating the guts of the system. I'm not quite sure it's not showing that way but I think...Chairman Coutu said wouldn't the video management software but it's all part of – that would go into what I would call the control box. That's what's going to maintain or keep it functional or operational. Lisa Nute noted I can get clarification on that if just updating the software is going to take care of that, I'm almost positive there is more to this. I'm not sure why we're not seeing that there.

Selectman Brucker asked it says "upgrade 24 cameras to network". Is that the part? Lisa Nute said this is going to digital which means it's...Selectman Brucker stated and add 3 new cameras.

Selectman Maddox stated to the Chairman since all we're doing is buying cameras. Chairman Coutu said but we're not. It says right here "this proposal to include network CCTV." We provide the server though. We have to use our own server though? Ms. Nute said correct. Chairman Coutu asked isn't the network CCTV isn't that the guts of the whole system. Ms. Nute said yes it is. I'm not sure why it's not itemized up above is what I'm saying. It does include the entire system.

Selectman Maddox indicated it's a \$40,000 expenditure. I think that, again, why can't it. We're just buying cameras, why can't we just buy them off the internet. You have a model number and whatever. For \$39,000, we're going to a single source to buy something that, again...Lisa Nute said it also includes maintenance if I may. If you go piecemeal this and buy a camera here and a camera there, you can put a system together but you're not going to have maintenance on this. You're not going to



have the expertise of the installation. There's more to this than...this is a liability as well. If we don't have the juveniles being taped – this is evidence. This is every arrest that we have gets taped. This is not only security of the department but also evidence with arrests and juveniles.

Selectman Maddox had one final question. I know that Mrs. Nute is kind of stuck on the hot seat on this. We were kind of lead, at least I was, the impression that something could fail. You're saying 27 cameras could fail next year? Lisa Nute said no. The guts of the system but we need to upgrade from analog to digital. Those cameras need to work with that upgraded system. Selectman Maddox asked so we're already bought the upgraded system. Lisa Nute said no. Network CCTV is included in this proposal for \$38,744 and these are the cameras up above that will be added, swapped out, replaced, whatever. It includes those for cameras, the software, and the guts of the system are all working together now to be digital versus analog.

Selectman Nadeau asked so everything listed above here comes up to \$38,744. Customer to provide server, POE switch, and patch panel. What's the total on those? Chairman Coutu indicated we already have them. Selectman Nadeau stated I just heard that we had to buy a new server. Lisa Nute said no. The guts of the system and we're just upgrading. Just some added storage to handle the excess. They need to keep these for like 90 days. Selectman Nadeau asked how much is that. Chairman Coutu mentioned it's cheap. Selectman Nadeau said I love hearing things are cheap but...Lisa Nute is expecting to cover that between the police and IT budgets before the end of this year. It's minimal compared to this. Chairman Coutu said we're talking about an external drive. It might be different because it's a municipality. We're talking about something I can walk into Best Buy and pay like \$98 and get one. Lisa Nute stated the only issues you're talking a big amount of storage. I'm talking Terabytes of storage. Chairman Coutu asked what happened to the days when they said you'd never be able to use one Gigabyte.

Selectman Nadeau asked what's a patch panel and do we have it or are we purchasing it. Lisa Nute said no we have that. That's just simply where you plug them in. That's cheap, cheap. \$30, \$50.

Again, Chairman Coutu stated this was an item that was requested by the Police Chief in his budget. I hate giving mixed messages to the voters. We vetted a budget. We professed to know that we know what's in the budget. When the department heads bring it to us, we have an opportunity to ask all of the questions. The budget is presented to the Budget Committee. They vet it and we indicate by our support through our Liaison to the Budget Committee that this is the budget we would like to have approved. We were down and depressed when the budget wasn't approved and now we're saying well we really don't need this. We don't need that. We don't need this. That was the time to take it up was at budget time. This was another item that was requested by the Police Chief that we felt he could use. We were satisfied with the explanations he gave us. Now we have the money to do it. I will support that request. I agree with what Mrs. Nute just presented is that the importance of having a quality system in the Police Department is that a lot of times some of this stuff is presented as evidentiary matter. You'd be surprised what goes on in a sally port. I've been in a sally port. I've been in a situation where the car door opens and the guy comes out with two feet first trying to kick you and knock you down on your butt. I've been in that situation and I've been knocked down and I've had to get up and use force but the film showed evidence of why I had to use reasonable force in order to protect myself as a police officer. I can certainly appreciate that having a quality system that's going to record and I know that for a fact that in the past, even today, we have spots that we can't see what's going on. Sometimes somebody – well I'm not going to get into and divulge anything I shouldn't be divulging. The point is that considering what Lowell has been through most recently in their police department and the major lawsuit is pursuing right now as a result of what was shown on the cameras. These are the kinds of things that I would like to see our police force protected, the whole building protected. I believe you Selectman Maddox made a note one night. You went in and volunteered and worked with a dispatcher how we have a dispatcher all alone in the building. We've vetted this. We thought it was a great idea back then. The money is there. I'm going to support the security system for the police department. Any further comments or questions?

Selectman Brucker said the idea for doing this now is that we know we have a default budget next year. We're trying to save some of the money out of that by paying for it now. I will support that. It will be more expensive if we wait.

Selectman Maddox didn't disagree with most of what you said Mr. Chairman. I'm just having a difficult time with what is being presented to me tonight. It seems to go both ways. We were told that the air conditioning system was going to be 60 and now it's 80. This one was going to be 39 and miraculous it's 39 so I guess somebody did a better job. I'm having a tough time going to a single source with no competitive bid because we've got to do it right now. I'm just having that heartburn. What you said about security and all of those things, I'm just having a tough time giving a single source \$40,000 of which \$10,000 is installation that's already there. Just fascinated to see how much money they're going to do in installation. Lisa Nute said installing cameras – you're physically getting up on the building and installing things as well. It's not just loading software. It's installing cameras. Wires may be involved and maybe running. Chairman Coutu thought that was a little ludicrous that \$9,000 to climb a ladder and put up a camera. The wire is already there.

Selectman Nichols was for it for the simple reason that you have to update constantly and if you don't update now, it's going to cost you more next year. Everything increases in price and they have the money now. Why not do it now. That way you're up to date and you don't have to worry for a least a couple of years.

Selectman Nadeau stated the part that kills me is single source. We never even went out to bid with this. We just got it from the same vendor that we've been getting our stuff with all along. Are there more security companies out there? Yes. Are we comfortable with Pelmac? Yes. We make the Fire Chief go out \$80,000 and bid it twice. We could put this out to bid and find out that its \$25,000.

Lisa Nute stated this is tied to the network. We have the same vendor and the same compatible system here in the Town Clerk's Office, the senior center. These are all working together. If you some day need to have, and I'm not trying to give police dispatch more work or anything, so I don't want to say this here as far as you know I'm going say this is going to happen – I'm just saying they're compatible. That is very important. If you go out to bid for a totally different vendor, none of this is going to work together. Then you're going to have whose problem is it? Police dispatch can no longer see the Town Clerk upstairs. Well that's because they have a different vendor. Something is not working right or now they've updated something and it's not broken on the other end of it. That's crucial that you keep it the same vendor when you are using other systems that are attached as well.

Chairman Coutu indicated and further we've used this vendor before who's been in the police station. He's obviously gained the trust of the Police Department and that kind of security kind of makes me feel good rather than have a stranger come in and...Lisa Nute stated they've been a good vendor. Chairman Coutu was sure they're all licensed, and certified and insured. They have been a good vendor from what I've heard. Like you Selectman Nadeau, I'm a huge supporter of open bidding. In the world of technology, sometimes you're stuck with what you got and you can only go to certain vendors for certain things. My son-in-law tells me that. That's why you can't just hire just anybody to come in and run your systems. You've got to have somebody that knows all of those systems and are certified in them. Any further questions or comments relative to this matter?

Chairman Coutu noted that we're down to the carpeting at Town Hall. Again so far out of the 865 and the 46, we've saved 455. So we have the 336 covered. We certainly don't have the 124. The carpeting – Mr. Malizia would you go over the carpeting one more time exactly what areas are we doing? Steve Malizia stated you have in the packet that you're looking at – 3 more pages down, there's a list of the carpeting that's prioritized. Chairman Coutu said the Sewer Utility – that office is horribly. Mr. Malizia said that would be the priority so the first three could be accommodated. Chairman Coutu asked do we have in the Town Clerk's office the areas the front area where the customers come in. Mr. Malizia indicated that was done when we did the hall. It's the other side. Chairman Coutu stated our meeting room – he got up and looked around the room. Mr. Malizia said the first three would be accommodated by the \$10,000. We're trying to chip away. Chairman Coutu said if they're in the building, why don't we do it all and get it done and over with. Mr. Malizia said if you'd like to spend the 16, you'd have to change that number for 10 to 16. Chairman Coutu said if they're going to be in, let's get this over with in my opinion once and for all. Mr. Malizia indicated that's your prerogative. Chairman Coutu asked what's the condition of the water office. That's the area as I walk in where all the traffic is at the doorway right there between your office and where the girls all sit. Kathy Carpentier indicated everything after my door. Chairman Coutu asked that would take care of that whole open area up to the IT Director's office. Kathy Carpentier stated that was correct. The IT does not need to be done.

Selectman Maddox indicated I would do the first and second one. It makes it \$7,191; it's half of the money and we'll do the others if next year we have the money. This carpet in my estimation isn't bad other than the rip that's underneath the table. It ain't the prettiest carpet but it matches the chairs. Chairman Coutu stated we need new chairs. Selectman Maddox indicated that's what I was implying. Chairman Coutu stated trust me I know. I have a bad back and the chairs don't help me. I might tend to agree with you Selectman Maddox. I really don't walk around looking at floors. There's a tear starting right there in front of the table but no one walks there. I might tend to agree with you but I can either way on that one. That's why I don't understand why we don't just do it all and get it over with and then I don't want to hear about carpeting for another 5 years. The carpet is going to be in the building. In my opinion, let's get it all done. We just trimmed the whole thing by \$45,000 to add another \$6,000 to this to make it \$16,000 and get the whole building done once and for all. We should have a life expectancy at a minimum of 5 to 8 years on this carpeting and the whole building will be done. Selectman Maddox thought the hallway was part of that. So not all the carpeting is going to be done. Kathy Carpentier indicated that's part of the project I'm doing right now. Chairman Coutu noted we already have the money for that. That's already funded in this year's budget. Kathy Carpentier indicated the only thing left on this floor would be this room. Chairman Coutu asked are we encumbering or is that already...Ms. Carpentier hoped it will be done in the next couple of weeks. Chairman Coutu said all that carpeting is being changed. The only thing in the building not done are these four. So I'm saying why don't we just have the guy come in and do the whole thing. Were these estimates? Steve Malizia stated these were estimates from a couple of years. Kathy Carpentier stated it depends on if you go tiles which is what we've been doing. Chairman Coutu said they're easier to replace. If you have tear, you can just pull the tile up and replace it. That's why we opted that way.

Here we are. Chairman Coutu indicated we have two weeks left before the end of the year. We need to make some decisions. Tonight is as good as any. Does anybody have any suggestions at this point? If somebody is of the ilk to not want to fund anything, you can make a motion to not want to do anything. I'm going to take these one at a time. Fire HVAC. I'll entertain a motion to approve the expenditure not to exceed \$86,500 for the fire HVAC system. Selectman Maddox asked are you going to pay them more than even they want. Chairman Coutu meant \$81,000. I'm sorry. I had the number changed. I didn't even read that one – up to an amount not to exceed \$81,000 for the fire HVAC system.

Motion by Selectman Nichols, seconded by Selectman Brucker, to approve the expenditure not to exceed \$81,000 for the Fire HVAC system, carried 4-1. Selectman Maddox in opposition.

The train depot municipal share. Chairman Coutu noted we'll cut that by \$40,000 leaving – this would be an encumbrance of \$6,852. Correct?

Motion by Selectman Maddox, seconded by Selectman Nichols, to approve the encumbrance of \$6,852 for the train depot municipal share.

Selectman Nadeau asked what is the repercussions of doing this. Chairman Coutu stated the decision to do this was prefaced – Selectman Maddox recommend we gear this on the basis of – he picked up on your statement about this could be delayed because there's no money this year. On that premise, he opted that maybe we should cut the \$40,000. We kind of all agreed with him. If this thing is approved next October you said maybe next October the State may have funding for the train? Laurie Stevens said the project – the money is programmed for the project but the funds are not obligated. So in October of this year it will be open. The funds will be obligated. We will be one of the first ones on the list because supposedly it will be bid ready at that time. As long as we have all of our information in there and we should be able to go with it if we have the funds to pay for the project. Working with Kathy Carpentier, we came up with we needed \$46,952.24 was what we needed to complete the project based on what was already voted for by the Board. We're just identifying funds to...Chairman Coutu asked we would need to procure that much money to meet our matching obligation. Is it \$48,852 or...Ms. Stevens reiterated \$46,852. Chairman Coutu indicated if we cut \$40,000 and we only encumber \$6,852. If next year we need to come up with \$40,000 if they say to us we're going to provide whatever their share is, they're going to announce it sometime in October. We're going to be on a priority and then you would come back to us and say look you need to come up with another \$40,000 so I can match this because we're going to start construction. We're not going to do any construction until the spring. It was Laurie Stevens' understand the Board already voted for the money. So it's just where are we coming up with the money. So you already voted to spend this money but we didn't identify the funding source from one of the accounts in town.

Chairman Coutu asked we voted to spend what money. Steve Malizia stated you committed to the project. The total sum was \$97,000. You've whittled away at that. When we look at what's in the capital reserve fund and any other monies available, we are short by \$46,852. So if we had to write a check tomorrow, we don't have \$46,852. As far as the funding sources are concerned, the monies have been obligated by the town so that would not slow us down but when it came to pay the bill, we'd have to find the money. Chairman Coutu understood. That's the point I'm trying to make. I'm trying to answer Selectman Maddox's question. I know where he's going with this. We're cutting our nose despite our face by cutting \$40,000 out now or should we leave it alone?

As finance people, Steve Malizia said we always like to know that the money is there but not everybody is finance people. As a taxpayer, Chairman Coutu thought we could find better uses in the meantime rather than make it until next October which is where I think Selectman Maddox is going to begin with.

Selectman Nadeau stated once we throw this money back in to the general fund, we're not going to see it again. Chairman Coutu said you have to remember we're estimating \$124,000. There's not going to be any money to put in the general fund. There's going to be nothing left over for the general fund only because of the earned time. We have no control over earned time payouts. Selectman Nadeau noted so we're opening ourselves up to a \$40,000 liability if we vote yes on this. Chairman Coutu agreed. That's what Selectman Maddox is getting to. We may have a change of mind here listening to this conversation. We have committed to do it. If we take it out, I mean we have an obligation of \$46,852 no matter what. If we don't do it now, we're going to have to find \$40,000 next year.

Selectman Maddox indicated one of the questions, and I don't know if you've got a chance to get to it, was if we could use in kind as all the time that the Town Engineer, Civil Engineer, the Road Agent, and all of those people have put towards that. None of that counts? It's cold hard cash? Laurie Stevens said we can't use our forces as matching funds. Selectman Maddox stated it really comes down to Mr. Chairman it's a gamble. This thing has been sitting there for 5 years? 7 years? I don't know. We keep on talking about this is going to happen next year. The year we don't put the money in it will happen.

Laurie Stevens said the federal funds are pretty secure for this project.

Chairman Coutu indicated working with DOT I've had any experiences with them where speak with forked tongue. If they were here, they know I'd say it because I've said it to the Governor, and I've said to Maggie Hassan the new Governor. Speak with fork tongue.

Chairman Coutu asked Selectman Maddox are you of the same mind that I am we shouldn't take this gamble now. Selectman Maddox was going to split the difference Mr. Chairman. I'm saying take 20. Chairman Coutu thought 20 was more palatable. I was going to go in some direction. I was going to recommend it but I know where you wanted to go. Selectman Maddox indicated it's a gamble. Chairman Coutu said we're all there but 20 is more palatable. We're going to encumber \$26,852. I think we can find \$20,000 next year if need be. Selectman Maddox noted we can just take 10 from fire and 10 from police since they're getting all this extra money today. Chairman Coutu said if it's available – the Fire Chief said he's a team player.

The Road Agent has already donated \$75,000 which we hope we won't need. Selectman Maddox said it truly is a gamble. It truly is Mr. Chairman.

Chairman Coutu thought we may not have to take the \$75,000 from the Highway Department out of his budget. Steve Malizia indicated we're not taking it this year, we're taking it next year. Chairman Coutu asked Selectman Maddox are you recommending that we cut that 46 to 26 instead of 66?

Motion by Selectman Maddox, seconded by Selectman Brucker, to encumber \$26,852 for the train depot municipal share.

Selectman Nadeau was willing to say that the train station is going to be there for a few more years. That's a pretty good compromise because we'll have plenty of time to find the money in another 10 years. Chairman Coutu said when we lift it up its all going to collapse anyways it's been there so long.

Vote: Motion carried 5-0.

Police Security system.

Motion by Selectman Brucker, seconded by Selectman Nichols, to encumber \$39,000 for the police security system, carried 3-2. Selectman Nadeau and Selectman Maddox in opposition.

Motion by Selectman Brucker, seconded by Selectman Nichols, to encumber \$16,206 for town hall carpeting, carried 3-2. Selectman Nadeau and Selectman Maddox in opposition.

Chairman Coutu said what we're going to do is the balance of the monies – did you add those up KC. Kathy Carpentier said no not completely yet. Usually at the last meeting of the year I come back on the earned time. Chairman Coutu said we can take money out of the reserve. Kathy Carpentier said at that time you can. I know the direction you're going in. This is directionally now but you can make that motion as long as it's the last meeting of the year if you so choose to do it then. Chairman Coutu asked to do it at the end of the year. This is passed so why don't we do it and we can make the adjustment then. Do you have other adjustments to make on the...Ms. Carpentier said not for FY14. Chairman Coutu and Mr. Malizia stated we need to go to FY15. Mr. Malizia said it's the document that said "revised". We passed it out the last time. It says "Default Budget FY2015 Revised".

Steve Malizia noted if we look at this first page, this is where we balance top to bottom. You've taken security system out so now we've put \$39,000 back into the police budget in this bulk. The top is where we're going to put money. The middle, we're taking the money from. A lot of those take from – the Assistant Town Administrator, we don't need that. Collective bargaining – we're not going to negotiate 5 contracts. Assessing capital reserve fund – we're not funding that. Town wide paving – we had spoken about that earlier. That's where the money is coming from. The bottom four entries were just a transfer that we did in the budget because as you recall, we had inspectional services default put it back. We're now moving it back the other way. So the top section and the middle section balance out to zero. They're basically washed which was the intent to move money around. We're not getting any more money. We're not increasing any budget. We're just moving it from this bucket to this bucket. That's what you have. You've taken care of the security system, so that's now off the table and that's why it's crossed out there.

Chairman Coutu asked Kevin Burns a question. Relative to the skate park, there's a proposal to – I haven't seen it but I heard discussion at the Recreation Committee meeting – of putting basketball hoops in there. Is that miniscule? Nothing for me or us to worry about? Kevin Burns stated miniscule. Chairman Coutu indicated a lot better than a skateboard park and all that equipment. Thanks Kevin I appreciate it – not that \$1,140 ain't anything to lose sleep over.

Selectman Nadeau thought just the way it is is perfect right now. They're using it for lacrosse and street hockey. Basketball brings in a whole different crowd of people. Chairman Coutu asked basketball players are you saying they're any different than...remember to be politically correct. Selectman Nadeau told the Board that they'll bring them in from out of town to come play basketball. I'm telling you that you go by 7-11 at 2 a.m. and they're out there playing basketball.

Steve Malizia indicated at this point in time it would be prudent to approve this as recommended by the Town Administrator, department heads, and Finance Director.

Chairman Coutu asked if there were any question relative to this document. We've gone over it a couple of times already.

Motion by Selectman Brucker, seconded by Selectman Nichols, to approve the FY15 general fund operating budget recommended line item transfers, the proposal of June 3, 2014.

Selectman Maddox had a question about the IT switches. Could we take that out of the capital reserve? That was the question we asked last meeting.

Lisa Nute stated as far as capital reserve versus not, there is money in the capital reserve. Yes you have every opportunity to do that. The capital reserve fund is set up to be kind of generic for whatever technology we happen to need. It was originally put in place for specifically software. Then we added fiber optic to it. I do foresee needing that capital reserve for many projects. It will set me back a little bit more for hopefully fiber optic sooner than later and the next operating system, etc. Yes you could certainly do that.

Selectman Maddox noted it was one of the questions we asked. I just wanted to have an answer.

Selectman Nadeau stated you just said there's future projects that you're looking at to do. Can you enlighten us on what they are so we're aware? Lisa Nute noted in just a short time I'm coming before you to ask for an operating system upgrade to 2012 with reasons for doing so at this time. Mr. Maddox will find in that packet of tickets that we a number of Burns Hill issues and I can tell you that majority of them all are due to a slow 2 megabyte connection between here and Town Hall and Lenny Smith Central. If we were able to get fiber optic there, that would be huge.

Chairman Coutu asked if Burns Hill was in the loop. Ms. Nute indicated Burns Hill is not. When we helped the school out and brought fiber optic down to Nottingham West, I dropped it at Lowell Road in anticipation of one day continuing on. So we are prepared. Chairman Coutu asked is that a \$7,000 project. Ms. Nute said that was going to Robinson Road. So that's another one. That's why we don't put enough money in there to handle these fiber optic and the cost keeps going up.

Chairman Coutu asked how much is the Burns Hill connection going to cost. Lisa Nute indicated at the time we looked at that, it was like \$72,000 or something because alarms are upgraded at the same time. Chairman Coutu asked what do we have in the capital reserve. Lisa Nute indicated that could change thought. That's not an updated quote just so you know. Currently in capital reserve...Chairman Coutu indicated the prices keep going up the more we put them off. The whole thing was \$60,000 a few years ago. It's up to \$70,000 something now. Ms. Nute stated as of May 31, 2014, \$86,000 roughly. Chairman Coutu said if we take \$11,000 out, that leaves you with \$75,000. Ms. Nute was asking for almost \$18,000 tonight for server operating systems. Chairman Coutu indicated we're in a bind here.

Selectman Nadeau indicated capital reserve funds are set up for such a thing. That's what they're there for.

Chairman Coutu stated the senior center operating expense. Okay we're going to have this discussion. I was going to put it off only because we're down to some nitty gritty here. Who arrived at that number and what are the particulars that encompass that number of \$38,956.

Kathy Carpenter said the Rec. Director I think working with the Senior Services Coordinator came to the department head meeting or the Rec. Director came and those are the numbers. The top number for the senior center facility is 100 percent funded. That was more for like the water/sewer building type things. The \$38,956 down below, they devised that number and I believe what they did was take out all the stuff that was donated to us. So that's how they came down to the \$38,956.

Chairman Coutu asked what does that encompass. What is that \$38,956 pay? Kathy Carpentier indicated it's the salary for the Senior Service Coordinator, a copy machine, or that type of stuff for her building. Chairman Coutu asked what is the \$22,370. Selectman Nadeau noted water, sewer, lights, heat. Chairman Coutu said that's an estimate of what it's going to cost \$22,370 for utilities. Ms. Carpentier indicated for the utilities for the only their floor of their building. Chairman Coutu asked \$38,956 encompasses the salary for the Coordinator. Ms. Carpentier said correct and some miscellaneous other items but minimal.

Chairman Coutu asked Mike O'Keefe can we go there. I think we need to. The Chairman of the Cable Utility Committee and I have had a discussion. As you are aware, the Town Administrator had the Finance Director and all of the department heads in to see what they could do to assist us relative to the shortfall for the 2015 budget. As you can see on the bottom, there are several concessions by several town departments. Mr. O'Keefe approached me and said to me that if need be if we're rally in a pinch that he would one time – hopefully we'll get a budget passed next year that the voters can find palatable to let us operate this municipality. The voters have to understand that our costs increase every year. We can't tell insurance companies to charge us less. We can't tell utility companies to charge us less. I will entertain the idea and Mr. O'Keefe has agreed that if need be he threw it in my court and said wherever you want to go with this I will be supportive. I would ask the Cable Utility Committee to pay all of the utilities for the building one year, one time and that would next year's fiscal operation in order to assist. They have a beautiful facility. It's going to be economical to run. We have a lot of I believe now quite a few volunteers. We're willing to offer to pay all the utilities for the building and that would take that \$22,370 off the top.

Selectman Maddox asked what is that based on the 22 and the 38 is that based on 5 days a week. Chairman Coutu believed the 38 I would believe is an actual salary line on Lori. Kathy Carpentier indicated it's not completely her salary. I have the detail in front of me if you'd like me to laundry list it. I can do that. Chairman Coutu asked are you going to do the 38 first. Ms. Carpentier couldn't specifically answer his question. I don't know when the budget was presented if it was presented on a 5 day opening or a 3 day. That I do not know. Chairman Coutu indicated it's a 3 day opening. Ms. Carpentier asked do you want me to go ahead with the \$38,000. In round numbers, the part time salary is \$23,000. The payroll taxes is about 2 telecommunications - \$5,600; advertising \$500; equipment - \$3,000; senior activity programs - \$2,000; office supplies \$950; and decorations \$1,000 gives you \$37,820.

Selectman Maddox had a question - \$5,600 did you say for the telecommunications. Ms. Carpentier said yes. Chairman Coutu asked what it was. Kathy Carpentier said I did not create the budget. Selectman Maddox questioned satellite phone. Chairman Coutu indicated they're tied into our system. Do you anything about the telecommunications \$5,600? Lisa Nute apologized because this one I don't know. I'm not prepared just to answer that question. About the phone system, they are tied into the phone system downstairs. Telecommunications - I don't know.

Chairman Coutu asked telecommunications what does that usually mean. Lisa Nute stated cell phones. This has to be - is this all of Rec. or just senior activity? Ms. Carpentier said just senior activities/telecommunications. Ms. Nute wasn't sure. I could find out for you if Kathy doesn't. Chairman Coutu said we're getting to the end.

Again, Selectman Maddox said it's just something that somebody obviously knew what they were doing. They put it in there. It just sounds like an awful big number. We are moving on. Kathy Carpentier noted this was the original amount that was requested by the Rec. Director and vetted when you reviewed his budget. It's not an increase of any sort. Chairman Coutu said no we just need to know exactly what it is. What's the \$22,370? How did they come up with that? Ms. Carpentier stated electricity - \$12,000; water and sewer combined - \$1,320; natural gas - \$5,000; building maintenance - \$1,000; janitorial supplies - \$3,050. Chairman Coutu said he's offering to pay the utilities not janitorial supplies and all that stuff. That will have to come out of their \$5,000 telecommunication account whatever that is. Do you want to defer this and get some answers? We'll have to defer it for two weeks because we don't have a meeting next week. So we're really down to the wire.

Selectman Nadeau indicate we'll have all the answers by then for sure. Chairman Coutu didn't think necessarily.

Steve Malizia said so in essence what I'm hearing you say is if you took \$18,000 approximately out of that top line, you'd put it back down somewhere in the bottom. Chairman Coutu said we'll have to. We have to figure out where we're going to put it. Steve Malizia suggested back into paving for example. Selectman Nadeau thought that was a great idea. It's the only thing that's going to keep Selectman Nadeau happy and I've got to give him one. If you do that, Mr. Malizia wasn't sure we want to...Chairman Coutu said it will do what about a half an inch - \$18,000. Steve Malizia said no he has \$700,000 approximately. It just puts a little bit more in his pocket. If that's what you're inclined to do, that's probably what you ought to do. Chairman Coutu indicated paving is very expensive but I'm sure he would. He made a generous offer.

Selectman Maddox said as much as that is a kind offer, I think we should go with what we have here. The Board has made a decision to spend money as they see fit. I don't want to get into robbing Peter to pay Paul. I just think this is a bad precedent Mr. Chairman. As much as I appreciate it, I think it's just going to be more trouble downstream than it's worth. Cable utility users pay the 4 percent. I don't think they should be paying for government expenses. I just think this is going to open up a can of worms that isn't worth for the \$18,000. If you were taking their \$130,000, I might be more there but for \$18,000...Chairman Coutu appreciated where you're coming from. Let's stick with the plan. I don't disagree with you. It was an offer.

Selectman Nadeau noted I'm willing to take the offer. It's like the shark tank, anybody else?

Chairman Coutu asked the Board do you want to defer this for the two weeks and we come up with a decision or do you want to take action tonight. I need some help here.

Selectman Nadeau asked to defer it for two weeks.

Selectman Maddox said let's make our bed. Chairman Coutu agreed.

Selectman Brucker said I'd like to decide tonight.

Chairman Coutu said do you want to go with the plan that we have in front of us and if so.

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

## 8. NEW BUSINESS

- A. Public Hearing - Amendment to Town Code 205 "Fees", (amending to include Senior Center Annual Membership of \$10)

Chairman Coutu recognized Town Administrator Steve Malizia.

At your last meeting, Steve Malizia indicated you voted to send this to a public hearing. This has the support of the senior community. This is to actually put in place a \$10 annual membership fee for the seniors. It will be articulated in the Town Code. In order to change the Code, you need to have a public hearing. After the public hearing you may pass this and begin charging the \$10 fee.

Chairman Coutu opened the public hearing at 10:10 p.m. Does anyone in the audience wish to speak on this item? Seeing none, I'll close the public hearing on this item at 10:10 p.m.

Motion by Selectman Nichols, seconded by Selectman Brucker, to adopt the amendment to Town Code Chapter 205 "Fees", Section 205-11 "Regulations", to add "Senior Center Annual Membership: \$10", carried 5-0.

B. Request for Capital Reserve Funds

Chairman Coutu recognized IT Director Lisa Nute.

Thank you Mr. Chairman. Lisa Nute indicated we just talked about the capital reserve fund. I am asking that the Board of Selectmen who are the agents to expend that they allow me to purchase at this time no more than \$17,990 for the purchase of server 2012. It's released two years ago. We have a couple of major upgrades and applications to do. It would behoove us to have them on the latest possible because they will not be addressed in several more years from now after that. It's important to stay current with operating systems before they go unsupported and our virtualized network provides us cost effective means to upgrade a multitude of virtual servers with a minimal amount of money. That is my request.

Chairman Coutu asked are these fees ever negotiable. Lisa Nute said we're using those platforms we talked about. This is the Microsoft piece of it. We do as I mentioned anything possible with the free software, the free version but we are a Microsoft run. Chairman Coutu stated this \$17,990 is going to accommodate all town wide. Lisa Nute said correct. It handles everything at all once. Chairman Coutu asked how long is this license good for. Ms. Nute stated the last one was...Chairman Coutu noted they've been changing them almost every year lately. Ms. Nute said we don't upgrade that every two years either. Chairman Coutu asked when was the last time we upgraded. Ms. Nute indicated we do have servers 2008 out there which is going to be...Chairman Coutu thought we just upgraded that last year. Lisa Nute said no. That was probably 7 years ago off the top of my head. Chairman Coutu thought we just upgraded software a couple of years ago. Ms. Nute thought it was important that we stay up to date before they go unsupported too. So I don't know for how much longer.

Selectman Maddox had a question. Besides \$17,000 or almost \$18,000 in expense, how much time is this going to take away from your staff to do this? If it waited another year, we'd have \$18,000 and X amount of hours. Is this one of those cases where we're not gaining much? Yes I see what you said in number one about yeah it would be nice to put it onto the newest operating system but what are we going to lose an hour's beside the money? Lisa Nute stated this actually is a very quick install because we are virtualized. So virtualization provides us the opportunity to update something, move it over, move things back and forth without users even noticing that things are happening. Virtually is a whole lot quicker than physically going to each of these servers. Chairman Coutu asked you will be able to do it virtually for the entire system? Lisa Nute indicated yes. We are virtual. Chairman Coutu said whatever it takes to put it in – less than an hour unless you're going to sit there and watch it. Just so you know too, Ms. Nute said IT people do multiple things at once. That's why they have more than one system. They are multi-tasking. Chairman Coutu mentioned that all IT people are all nerdy. My son-in-law reminds me all the time. I'm just jesting. I like our IT people.

Motion by Selectman Nichols, seconded by Selectman Brucker, to approve the expenditure of up to \$17,990 for the purchase of Microsoft 2012 Server licenses to be taken from the Information Services Capital Reserve Fund with no impact to the tax rate, carried 5-0.

C. HCTV Facilitator Contract Renewal

Chairman Coutu recognized Chairman Michael O'Keefe of the Cable Utility Committee.

As you know, Michael O'Keefe indicated we have an annual contract with Jim McIntosh to run the HCTV facility. It runs the fiscal year. I'm here to request that we essentially renew the same contract with him. I had discussions with Jim and he's amendable to the same exact terms of the current contract with just the new dates for the next fiscal year. Chairman Coutu noted no increase in costs. Everything will stay the same? Mike O'Keefe confirmed everything will stay the same.

Motion by Selectman Nadeau, seconded by Selectman Nichols, to approve the Hudson Community Television Facilitator Contract between the Town of Hudson and James McIntosh effective July 1, 2014 and expires June 30, 2015, carried 5-0.

D. Cable Utility Committee Capital Reserve Transfer

Chairman Coutu recognized Chairman Michael O'Keefe of the Cable Utility Committee.

Mike O'Keefe stated the warrant article that was approved to construct the new facility, the senior center/HCTV access center, appropriated \$892,595 from the cable access capital reserve account. In order to get to that number, we still have to contribute \$27,582 and that's the number that the Finance Director provided me in order to get to that balance. So I'm basically requesting the Board approve transferring that amount from the cable's operating budget into the capital reserve account.

Chairman Coutu asked if that would be an encumbrance of the 27 or just a transfer. Steve Malizia stated just a transfer. Kathy Carpentier said she could do it before year end.

Motion by Selectman Nichols, seconded by Selectman Brucker, to approve the transfer of \$27,582 from Account 5045-450, Cable Committee Capital Reserve Fund, to the Cable Access Center Capital Reserve Fund.

Selectman Maddox asked is this to make up the final to the \$1,800,000 whatever thousand. Mike O'Keefe said it's to make up to the \$895,595 that was required to come from the cable reserve fund. That was our portion of it. Selectman Maddox said okay that is their portion. Have we gotten a breakdown as to the final cost of the building? Steve Malizia indicated it's not done totally yet but when it's done, we'll have...Chairman Coutu noted there's a little bit of landscaping left and I think we're trying to...Mr. Malizia indicated there's retainage that's been held back. Chairman Coutu asked can you have that as an item for us please when you get the final numbers for the whole facility what it cost us whenever you get those numbers. I'm not saying tomorrow morning. Whenever you get those numbers for the senior center/HCTV facility what was the final number and how it was paid for – 895 out of cable, and so much for the seniors, and whatever the voters approved. Kathy Carpentier indicated it might take over into the summer. Chairman Coutu understood cuz the contractor has to submit who knows what other change orders there might be. Ms. Carpentier indicated it's not going to be done by year end. Chairman Coutu understood. I'm just curious as he is about the final cost.

Selectman Maddox had a follow up question. I was just trying to figure out how the \$40,000 grant the PSNH money that went into the building fund how that plays into this. Chairman Coutu asked for someone to answer that. The \$40,000 rebate on the HVAC, they gave us \$40,000 and I've had this question posed to me by other people. Where did that \$40,000 go? Kathy Carpentier did not believe we've seen it yet. We've seen it committed but it would show up as a credit on the contractor's bill and we have not seen that yet. Chairman Coutu said it is going directly to the contractor because it goes to the installer. Ms. Carpentier indicated that was my understanding. Steve Malizia stated which would then mean you'd spend \$40,000 or approximately less than the original contract which would then give you some latitude if you wanted to put in a generator, do something else with that money.

Again, Selectman Maddox was just trying to find out where that money went to because I thought they were going to present the town with a check and not the builder. If they were to do that, Kathy Carpentier said we really had no appropriation to spend it. The equipment that's being rebated was installed and belongs to the contractor until it's turned over to us. So PSNH is giving the rebate money to the contractor. So it will mean we spend \$40,000 less but we still have an appropriation to go off and spend that \$40,000 against the project that was in the warrant article for the \$1.8 million. Selectman Maddox asked for a breakdown. Ms. Carpentier asked are you looking for a breakdown now so far as what we've done or just at the end of the project. Chairman Coutu said the \$40,000 is not accounted for. I stand corrected. It has not arrived yet as far as we know. I'd like to see where the \$40,000 is going and how...monthly Ms. Carpentier stated the previous Town Engineer, Mike and myself would look at it and we were tracking all the spending. At last accounting, we had about \$10,000 or \$11,000 left. We have some money reserved for all the utilities because we don't know what that's going to be yet. So we could have more. It all depends upon how we finish up the year in addition to the \$40,000. So we have about \$50,000 left to be spent. As far as I know, it's not earmarked. I don't know if other conversations...Chairman Coutu stated that's with the anticipation of 40. Ms. Carpentier agreed. Chairman Coutu was curious to see when we're going to get the final accounting from them. Ms. Carpentier believed it's after the landscaping was done, the curb was put in. Just from my understanding, you're not anticipating one soon. Like it could be a month or two down the road. I just didn't know if you needed it. I have it ready now but it's as of today it's not as of the end. Chairman Coutu wanted to see the final number. It might be too late to complain but we'll see. We could make a lot of noise though. We'll all set with that.

Kathy Carpentier noted what else we'll have to do no matter what the number is on June 30<sup>th</sup> at the chalk line is have it be part of the encumbrance on June 24<sup>th</sup> that I present to you so that we can carry that money over to the next year because the project is not complete. Chairman Coutu the encumbrance on whatever monies have not been spent and the anticipation of \$40,000. We can do that. Ms. Carpentier said correct. So you had an appropriation for \$1.8 million. You've spent almost all of that. You'll have \$50,000 left. We'll encumber that \$50,000 to finish the project whatever the project is.

Selectman Maddox said I know we're going late but I guess I'm of the mindset that we got a grant because we put in energy efficient equipment. That would be used for the taxpayers because we reduced the amount of electricity that we're going to need. I'm just trying to make sure that we're accounting for that Sir. Chairman Coutu agreed. I've been assured that it will show up in the final number. Ms. Carpentier has just assured us that she's going to take steps at the next meeting that we're going to encumber the money because we anticipate getting it.

Kathy Carpentier indicated we also at this point have I think is a 5 percent retainage. So we have more money that we owe them then work they have to complete. So they have to finish what they need to do before they get their final payment. Steve Malizia said some number which is 5 percent I believe. Every invoice there's been a hold back just to make sure until you get to the end. Chairman Coutu said it's like a bond. Steve Malizia said in essence. It's a guarantee in case you had to do something. Kathy Carpentier indicated we have that retainage that we haven't paid so until we see the \$40,000, they're not going to get their last payment anyways.

Vote: Motion carried 5-0.



E. Request for Additional Sewer Allocation - 77 Lowell Road, Map 198, Lot 019

Chairman Coutu recognized Town Engineer Laurie Stevens.

Thank you Mr. Chairman. Laurie Stevens stated Belle Nails and Spa on 77 Lowell Road is requesting 147 gallons per day of sewer allocation. So this is a new business that came into town. Based on the existing business that was there which was the 63 gallons, this was the difference between their projected volume of 210 and the 63. So the additional flow is 147 gallons per day.

Chairman Coutu asked do you know what was there before Laurie. Ms. Stevens stated it was a smaller salon. Chairman Coutu thought it was a salon as well. I would think that a hair salon would use a lot more water than a nail salon. I mean how many times do they wash their hands before they do the nails. Hair gets washed...Selectman Nadeau stated this is a dog spa. Laurie Stevens said no. Chairman Coutu said no this is a nail salon. Selectman Nadeau thought this was the place at the end of the building that they just painted. Ms. Stevens indicated they do manicures, pedicures. It's based on the number of seats. What we do is we take - I don't know how the former business it was calculated. I think that was a while ago. What we did was we took the plans for this and we sent it to CLD for their review based on DES criteria, the number of chairs, the number of seats, the number of employees. This is what the flow calculated out to be. Chairman Coutu indicated they also set out lights down the street and nobody could get around the corner - CLD. I'm not going to deny these people an opportunity to wash a lot of hands from 63 to 147 gallons. Selectman Brucker indicated they do pedicures too. It takes a lot. It's a tub you put your feet in.

Chairman Coutu asked is Belle Nails and Spa open yet because I want to wish them the best of luck. I love new businesses coming into town. They're going to use up all our sewer.

Motion by Selectman Maddox, seconded by Selectman Nadeau, to approve the request of Belle Nails and Spa, 77 Lowell Road, Map 198, Lot 019, for an additional 147 gallons per day of sewer allocation, carried 5-0.

F. Request to Post for the Zoning Administrator's Position

Chairman Coutu indicated as you know, the Zoning Administrator has notified us that he intends to retire. With that, the position would become vacant. I will recognize whoever wants to speak on this.

Laurie Stevens stated after many years of service, Mr. Oleksak has retired and this is our request to post the position to replace the Zoning Administrator. This position is very much similar to the one he is serving now with the exception of some of the duties of the Health Officer which we are looking at transferring to Inspectional Services.

Chairman Coutu said the duties that he performs as Health Officer you want to transfer to Inspectional Services to an individual. We only have so many Health Officer positions. Laurie Stevens stated we remove them from this job description and there was some discussion. So I don't know next steps on how that goes. This is the position that we have for Zoning Administrator that we've removed. Chairman Coutu indicated the Fire Chief is in charge of Inspectional Services. I want to hear the plan.

Chief Buxton stated several weeks ago the Town Administrator and I had a couple of minutes to sit down and talk about the Health Officer's role. We knew that Bill was coming to the twilight of his career with the Town and how we would handle health roles moving forward. We had a general discussion in regards to that position fitting more with Inspectional Services than with Land Use. That was amenable to me that something I believe staff could pick up. Mr. Oleksak over the years has picked up the public health piece of that. That would be in regards to bed bugs, mosquitoes, and that type of stuff that would also be handled through there. So that will become a service that will be provided by Inspectional Services. That's a conversation that the Town Administrator and I had. We're not opposed to that. This seems to be a fit.

Chairman Coutu asked is Mr. Oleksak not certified as a Health Inspector. Chief Buxton said yes he is. Under the State rule, you would submit a name to the State to become the Health Officer and then we would deputize some folks internally. Chairman Coutu asked do you have your eye on somebody in Inspectional Services. To be honest with you, Chief Buxton stated it is a requirement that that individual is a resident of the State of New Hampshire. I would probably look to Dave Hebert to be the Health Inspector and then deputize several people within the organization inclusive of some folks potentially on the emergency services side so when we have an incident like we had today - we had a small fire at McDonald's on Derry Road. We needed to do some health functions, Mr. Oleksak was unavailable. That would just now get handled seamlessly. So it's a pretty good fit across the board.

Laurie Steven indicated we do have a Deputy Health Officer and Mr. Webster also. A lot of the health duties, the Regional Planning Commission has taken on food inspection services.

Steve Malizia indicated we're not a self-inspection. Chief Buxton said the read that I made of the State RSA is that the Board of Selectmen in our form of government is actually the Board of Health and then you have one Health Officer with some Deputies underneath that. Chairman Coutu said we're the Board of Health the last time I read the laws. I would assume then

on the basis of the draft, you have the original draft with a lot of lines X out and then we have a completed copy. This will be the job summary, supervision, and everything. I read through it. This is the corrected version. I don't have a problem with that at all.

Selectman Maddox had a problem. I think we need to look at value. I think that we talked briefly when this came up when we did inspectional services of possibly putting this under the Fire Department. I think it's now time before we fill this position to look at that. A number of things come to mind. We're going to need another building inspector at the volume that you're doing. Do we hire somebody that is Zoning Administrator/Building Inspector? Again before we just fill the position because it's been there for 30 years, do we take a look at what our options are as this position becomes open. I know the Chief I'm putting him on the spot but I know we talked briefly about putting this - it's really an inspection. You're going to be short people at some point.

Chief Buxton asked for one second. When we had conversation in regards to responsibilities, the Town Administrator and I was specific to health. Back when we did the merger, we had some discussion in regards to zoning pieces but we haven't had any further conversation the Town Engineer and I. So I almost think that that's something that we need to have a conversation about to make sure we have a plan in place to totally entail what that means. What I mean by that is I think that the zoning is somewhat specific in the zoning rules in regards to enforcement of those rules have impact on land use also. I need to afford Laurie the opportunity to have that opportunity.

Laurie Stevens indicated building inspection is different than zoning. It's very different although we did have a person who is filling both of those roles and Health Inspector all at the same time. So we're looking to fill the position of Zoning Administrator and not building inspection. So maybe additional building inspectors are needed but we very much think a Zoning Administrator is needed as well.

Chairman Coutu liked where Selectman Maddox was going. I agree with you Chief. You're not saying no. You're saying we need to have the discussion. Frankly if he hadn't brought it up, I was going to bring it up and he and I have not had any conversation about this at all. I think we need to look at the value of this position. I ride around town and I've been a constant critic as has been Selectman Nadeau about business signs are popping up all over the place and nothing is being done about it. I get complaints - e-mails and what not about violations that are happening that are zoning violations. I'm getting well there isn't much we can do about it because if they're zoning violations, you get a State inspector or you get a subpoena to go on the property and look and solve the problem. That's not taking place. Laurie Stevens said absolutely. Chairman Coutu indicated it isn't happening. That avenue, that is our recourse. We have a subpoena. The right to subpoena to be able to go on the property. They can deny all they want but if we know that they're damaging wetlands or encroaching on the wetlands and it's affecting our community, if they're not going to let us on the property to see it and we have visuals from neighbors who are saying this is going on, we have the power of subpoena. No judge will say no. We can get the subpoena and go on the property. We have an obligation to protect our wetlands. Like I said, business signs all over the place. Violations and you know Selectman Maddox you and I have talked about this. The violation is a sign ordinance period. Flashing lights, and windows being covered 100 percent and they've been told to take their signs down, yadda, yadda, yadda and 3 weeks later you ride by the signs never been removed in the windows. We need to look at this position a little more carefully.

Laurie Stevens said I definitely can see where you're coming from and actually I was on board only two weeks and I was shutting a job down because of zoning violations. That's what I had to do when I came on board. I noticed them right away and I took action. Those things need to be addressed right away There's definitely some significant issues and significant things that are zoning which are referred to as codes that are not being enforced and they need to be. I agree.

Chairman Coutu said the loudest critics of that have been people on the Zoning Board saying that they don't see anything getting done. I understand that the administrator was sick for quite a while. I understand he's retiring and he's been in the process of cross training people. We need to have a discussion about how to - we need to look at the value of the position and how to best utilize it. I as a person who's been sitting here for 8 years now pretty much aware of what our employees, what their job responsibilities are see value to that position being a part of the Inspectional Services Division. I do see value in it. I think that this is not the venue to discuss it right now. I think you need to have a conversation. Selectman Maddox you brought up I'm sure you can get involved in that conversation. I'll listen to what kind of a plan you come forward with and entertain it then. To post it now without looking at the value or...

Laurie Stevens indicated you're making a good case for why we definitely need someone to do this work but also I've been on board for 3 months. You're telling me it's not being done. Chairman Coutu agreed and I respect what you're saying. To just go out and advertise it when we might change it. We might align the position a little differently. I don't see the job description changing much. Ms. Stevens was saying is we need to insure that the job description is being done number one. Number two, I know we went through a big organization and we put this position in place and we set up Inspectional Service and Land Use to work as a team. I think we're seeing some progress. We're working together well. We just had a meeting today. We have staff members crossing over and joining other people's meetings. So I think that is working well. I definitely think that zoning belongs under the Land Use Division. It's very married into some of the planning aspects, and some of the engineering aspects, and what goes on on construction sites.

Chairman Coutu asked Laurie Stevens so you feel comfortable having the responsibility of supervising that position. Ms. Stevens said absolutely. Chairman Coutu asked and you feel it's integral that it remain as it is now. Laurie Stevens thought

it's integral that it remains as you set it up to be. I'm not saying it's been running as it should in the past but we're getting there. We're getting there and we're taking some action.

Chief Buxton asked to offer a compromise for a second. I don't necessarily disagree with what Laurie is saying and I'm not exactly sure everything the Board is looking and I apologize for being unprepared in regards to the zoning piece. We had had simply a conversation regarding the health piece. Chairman Coutu indicated you were expected to come here prepared for it. Chief Buxton didn't know that this isn't something that if we're truly - Mr. Oleksak is going to work to the first of August is my understanding. I don't know this is something we can't move to the 24<sup>th</sup> so we can have some dialog. I just offer that up as a compromise. I don't know if Laurie is amenable to that or not but I look at that and say that's a week and a half out - two weeks out. Can we just look at that and make sure we're on the page and how that's all working to meet your needs.

Chairman Coutu said personally I'd feel more comfortable if it were deferred for a couple of weeks so that you can engage in some dialog relative to how to best approach the supervision of the position and looking at the job description one more time. I want the job done. I'm just not going to go another year not getting things done that need to be done. I hate it when I drive down the street and I see Joe Blow's paving company having a sign on a corner and we've got these - we allow nonprofits to do it and they bury the nonprofit signs. The police department try to run a blood drive. Various churches are trying to run blood drives and then I see Joe Shmo shoe sale over in Nashua on our property. We've got all these furniture sale signs all over the place. I'm just getting fed up with it. Our business people in this town are struggling to make a living and a lot of decent and honest abiding citizens are doing their best to abide by the laws and we've got these transients coming in putting signs all over the place. We remove trees. We sell your houses. Junk cars picked up. I'm sick of seeing all those signs - Andy's handyman. Hire a vet. Those are great - hire a vet but they're illegal signs. They don't belong. At one time I can remember them going up and coming down as fast as they went up. Now it just seems that it's a proliferation of signs all over this town. It's time that we take some action.

Selectman Brucker asked if we move it out to the 24<sup>th</sup> does that give you enough time to advertise and get...Laurie Stevens said no. It won't be enough time to advertise and bring somebody on board. There would be a lapse in that. We work around whatever is set forth for us. I just believe that you set up a structure and put a lot of time and effort into doing it and I think we should be afforded the opportunity to make sure that structure works. I've been on board for three months. I can put things together and get people to do their jobs. If you want to wait and delay the motion, that's fine. I don't think if the staffing and the Zoning Board of Adjustment and you want to put that under the purview of the Fire Department, I just think you put a lot of time and effort into setting up an organizational structure and when I was brought on board that was one of the things that you set out to do. So you want to change it already, that's fine. We can talk about that but I think I would like...Chairman Coutu said he liked a fighter Laurie. I don't like people that's willing to cave. Laurie Stevens indicated I know I can do the job you hired me to do so I just would like you to give me that chance to put the staff and the people in place.

Chairman Coutu said we can defer it but I personally don't see a problem with at least beginning the advertising process with all due respect to the Town Engineer.

Selectman Maddox asked to make it a part time position much like I wanted the Clerk's Office. I think we need to do everything we possibly can to squeeze every nickel to show the people on the other side of those cameras that we are doing everything to justify the money we ask for. I didn't see a full time output in the Zoning Administrator. I know he was torn from here to there. I think we could get away with just as easily with a part time person. I wanted to have those two look at it as far as whether it goes over to the Fire Department and we utilize some of that time to do inspections.

Laurie Stevens stated the Zoning Division if you will since the year 2000 and 2014, the staffing is decreased by 50 percent already and now you want to decrease it further. There's work out there to do. So we're saying we're not seeing the work being done but we want to do half the hours so we'll get more done. You're saying that you're not seeing the job as being done but we want to cut the hours in half. Chairman Coutu said I didn't say that. Selectman Maddox stated I said that. Laurie Stevens indicated you said you weren't seeing the job being done but then you want to cut the hours in half. Selectman Maddox said I'm saying to justify value as the Selectman, the person gets to hold the purse strings, I did not see value. So I'd make it a part time position if I had the ability right now but I am deferring to the two of you, our department heads, to take a look at it. I just don't see the value in and a full time person at \$100,000 when you're done with salary and benefits for what we were getting. You two will take it away from there. Chairman Coutu indicated it could with benefits. Selectman Maddox stated its \$100,000 Mr. Chairman.

Chairman Coutu asked if there were any comments, questions. Does anybody want to add to this?

Selectman Brucker said it sounded to me like there is more to the job than has been done. I agree. I don't see why you would cut the hours when you think there's more to get done. That's just my opinion.

Chairman Coutu indicated I know where Selectman Maddox is coming from. I'm not an advocate at making it a part time position because I think that as Laurie indicated that if all of the work that's being done is a full time job. However, it hasn't been done that way so the obvious conclusion if one were to draw a conclusion on the visual which is the job just isn't being done. Why are we hiring a full timer when we can probably do it part time and just have somebody just sit in the office and go out whenever they feel like it I guess. I don't know.

Laurie Stevens indicated we're looking for a top notch professional to sit in this position. We're not looking to bring them on at the highest step. Bring somebody on and train them. This is a position...Chairman Coutu told Ms. Stevens right now that I certainly won't entertain more than Step 1 because after 6 months they go to Step 2 anyway. It's a \$1,800 raise but still.

Steve Malizia indicated the problem with part time is you diminish the pool that you're working from. As we know with professionals good, bad or indifferent whether we agree or disagree...Chairman Coutu stated who knows how long they're going to stay. Steve Malizia stated why would I stay. Why would anybody stay?

Laurie Stevens stated the American Planning Association recommends that the position of zoner have either a Bachelors or a Master's degree. To find someone part time who's going to be able to do that, fill the caliber, you have to appear as a witness. You have to work with the people. You have to tell them no. You've got to take their signs down. You have to get involved with property owners, get involved with property line disputes. There's a lot to it. Chairman Coutu understood that. Go to court and really put some muscle behind our threats. We don't want to go to court, go to court. That's what he gets paid to do. That's one of the responsibilities of that job. Well I'm certainly not in favor of making it a part time position. I think that we're either going to trust the Town Engineer to do her job when part of that responsibility is to supervise this position and make sure the work gets covered. You're saying that on the basis of your experience Laurie, there's an absolute necessity for this job and delaying it any further is just going to create a backlog I would think in zoning and you would have to attend both the Zoning and Planning meetings because we have to have somebody at the Zoning meetings representing the town. Laurie Stevens indicated I would attend the zoning meetings if we don't have a Zoning Administrator yes.

*Motion by Selectman Brucker, seconded by Selectman Nichols, to approve the request to post the position of Zoning Administrator.*

Donna Graham asked for a friendly amendment to the Zoning Administrator job summary where it was changed.

*Motion by Selectman Brucker, seconded by Selectman Nichols, to approve the request to post the position of Zoning Administrator and approve the Zoning Administrator's job summary as submitted and modified on June 10, 2014.*

Selectman Maddox said the first thing it says here is it's responsible to the Town Engineer. We may find that that's not where we want to go. The job description is still in flux. Chairman Coutu thought we just had that discussion. Selectman Nadeau stated we said we were going to put it off for two weeks and we never talked about putting it off. Chairman Coutu indicated yes we did. That's what we were talking about and I said I couldn't support that. I felt that Laurie made a strong argument that she felt that that's part of her responsibility. That she would supervise this position. She'll make sure the job gets done. The Fire Chief said that I got the impression he's not too keen about making any changes but he would certainly entertain that discussion and see where it goes. There was no real big support for that except from Selectman Maddox and now apparently you as well.

Selectman Nadeau stated that we're going to post it anyway so. Who he reports to...Selectman Maddox stated we're not done yet Mr. Chairman. This position was empty for 6 months during a hiatus. We managed. I think we're rushing down some pipeline for some reason when these two department heads need to go off and have a discussion Mr. Chairman. I think that posting this, the job description may change. I'm just surprised that a position that was empty for X number of months can't go a couple of weeks as we work this out. There are some things that need to be worked out.

Chairman Coutu indicated I'm willing to listen to you Selectman Maddox but I'm assuming that when you're saying the position was vacant for a few months during his illness and recuperation. I understand that but it was also in the winter time. People aren't out throwing up signs in the middle of winter. They're not out going out into the wetlands with backhoes in the winter time. It was a rough winter this year. Things are happening right now. I get complaints. I'm trying to get you to persuade me but your argument is...Selectman Maddox was saying for two weeks to be able to see what they come back with to see what other options we have. Chairman Coutu noted for two weeks and then we advertise it the 4<sup>th</sup> of July. No one is even going to be reading the paper the 4<sup>th</sup> of July week. So it's going to be the second week of July people start looking. We get applications in by the end of July. We hire somebody that's middle August. They learn a little local knowledge. They're out in the force. Middle of September they're out doing the job. I'm just trying to be realistic about it. I'm trying to support the Town Engineer at the same time paying attention to what you're saying and seeing whether or not you can convince me not to post it now.

Selectman Maddox stated again, its two weeks. I think that what you're saying is we're not going to have them meet. Kill that idea. We're going right to going back to the same position we've had.

Chairman Coutu asked what is it you want them to meet about to change the position, to make it part time, or to have it report to the Fire Chief. Selectman Maddox stated to see what the two of them can work out. My personal opinion is that it should report to the Fire Chief inasmuch that it should be part of Inspectional Services. It's another inspection. Laurie Stevens didn't think it's another inspection. Selectman Maddox believed I have the floor Mr. Chairman. What I would like to see Mr. Chairman if that is a possibility. Why do we keep doing things the same way just because that's the way we've done it. If that be the case, then Inspectional Services would still be under Planning or that whole operation. I think that the Chief has done a remarkable job with what he's done with the Inspectional Services. Again, zoning is just another inspector.

Selectman Brucker disagreed. I think that zoning has a lot to do with the planning, the engineering. I don't see the Fire Department supervising this person. It doesn't make sense to me. I think Inspectional Services because they had electrical inspectors it worked out beautifully to cross train them. I think that zoning is a very different kind of animal from the building inspectors. There's just too much difference. There's so much commonality with the Engineer and planning. I don't think it will work.

Selectman Nadeau thought it's something that we should look at. I think we should take a look at it. It might be that we're going in the same place and putting it underneath the engineer. Again, I think of the Zoning Administrator as an inspector when he's out in the field looking at the new plans, looking at the other violations. I'm kind of caught in the middle too on this because I think that we really need to take a look at it. I think holding off for two weeks it's not going to kill us. I think we have the people in place that can help out for a little bit on this. I think that people will be reading the paper on the 4<sup>th</sup> of July if they're looking for a zoning administration job and when we post it in the National Regional Planning Board's. I think putting it off for two weeks and just make sure that we have all of our ducks in a row, I think that would probably be the better way to go at this time and not make a decision at 11 o'clock at night that might affect how we do things for the next 20 years. C

Chairman Coutu indicated right now I'm on the fence.

Chief Buxton said to be honest with you, I'm completely unprepared to speak on this tonight. I'm trying to read the job description as we sit here. One clarification point that I want to get across are we more interested in Inspectional Services doing code enforcement or interpreting and zoning administration. Mr. Oleksak being a long-term employee here carried several different hats along the way. Some of those hats got shed as time went on and other hats came on. What I mean by that is the Health Officer role just continued to roll with him as he developed into his role here. We used to have a Zoning Administrator, a Town Planner, a Code Enforcement Officer, a Health Officer and all those things started getting combined. As positions get combined and people get cut, people just absorb things. That's really what staff has done through the transition here. Before I head of to have a conversation with the Town Engineer in regard to zoning administration and code enforcement, I need a little bit of clarification as to really what we're discussing and what the objective that the Board's trying to achieve. I believe there is a piece of it that's land use driven and needs to be supportive of that. Unfortunately I'm just not ready to speak on it tonight. Usually you don't catch me unprepared.

Selectman Nadeau stated putting it off for two weeks is probably a good idea.

In all fairness to Mr. Oleksak, Chairman Coutu understood how the job matured to what it is today. He had been ill. He's been trying to play catch up. I know he's been inundated because I've got him on a few things and I know he's back up. In all fairness, he's ready for retirement. He hasn't been well. He doesn't have the mobility that he used to have as a result of his operation or what not. I certainly can appreciate and understand that and I wish him well in his retirement. I don't want people to think that we're here badmouthing him. I understand where Selectman Maddox is coming from. Selectman Nadeau has now chimed in. Whether or not two weeks is going to make a significant difference in light of the fact that it appears to me that you would Chief like to be better prepared to talk on this inasmuch as Selectman Maddox is suggesting that maybe that might be the umbrella. I'm not saying that it's going to be the umbrella. I need to be convinced that that would have to be the umbrella. The first thing I would need is some assurance from you that you feel comfortable that its part of your umbrella. You've never been reluctant in the past to state your position relative to that. I think you're somewhat and if I'm wrong please correct me reaching out saying you know give me some time to think about this and talk about it.

Chief Buxton indicated the Town Administrator and I discussed health. We had no other conversations regarding anything. Selectman Maddox brings up the zoning piece and this goes all the way back to actually a year ago this month. We went down this path and started this merge. I really want to become comfortable with the information again in regards to how that umbrella fits and give the Town Engineer support to do what she needs to do in her Division too.

Chairman Coutu said fair enough. I got my answer. It's apparent to me that a deferral of two weeks is not going to hurt and I won't be supporting the motion.

Vote: Motion failed 1-4. Selectman Brucker voted in favor.

Selectman Nichols asked what are we doing. Chairman Coutu indicated we're deferring it for two weeks until the Fire Chief and the Town Engineer and maybe the Town Administrator as well get together and try to iron this out.

G. Public Hearing - Amendment to Town Code 205 "Fees", (amending the water utility fee schedule)

Chairman Coutu recognized Town Administrator Steve Malizia.

As you recall, Steve Malizia indicated there was a conversation I believe at the last meeting regarding the need to amend the water utility section of the fees. We need to put in a fee that will cover the payment schedule for the extension off of Route 102 that Pennichuck put in so that they could service their Londonderry customers. As we spoke, we would be in a deficit position of almost \$10,000 should somebody come in. In order to correct that, we need to put a fee on the books so that anybody hooking up into that new section of pipe that was installed by Pennichuck pays in addition to the supply fee this

\$15,000 distribution fee. So in order to do that, you need to have a public hearing at which point you can then adopt this onto the fee schedule.

Chairman Coutu opened the public hearing at 11:00 p.m. Does anyone wish to speak on this item? Seeing none, I'll close the public hearing at 11:00 p.m.

Motion by Selectman Maddox, seconded by Selectman Brucker, to adopt the amendment to Town Code Chapter 205 "Fees", Section 205-14 "Water Utility fee", to revise the nonresidential water connection fees, carried 5-0.

9. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman Nadeau - A couple of things tonight. The first one is just a reminder that there will be a Benson Park cleanup and there will also be a dog park cleanup this Saturday from 9 to 2 at Benson Park. The fishing tournament went really, really well again this year. This year there were quite a few Trout caught. Dick Empey went down and watched them put them in. The next morning at around 10:05 the first Trout was caught when they did it. The Last Cast Fishing Club did a great job as usual for their second year holding a tournament there. They supplied everything from breakfast, to lunch, to worms for the kids and some of the kids that came that didn't have a pole ended up leaving with poles. The guys went out and showed them how to fish and they also brought a boat down there for the kids to actually take some pictures with their trophies at the end. It actually was really, really nice. Again, I'd just like to thank them and hope that they come back next year.

Selectman Nadeau indicated the next thing is last night the Lions Club put a scholarship night on and there was a lot of money that was donated in scholarships through hard working organizations in town and colleges. The Lions Club put on the spaghetti supper before the scholarship night. I'd just like to thank them and the great job that they did. That's it. Chairman Coutu asked Selectman Nadeau if he went to the spaghetti supper. Selectman Nadeau said yes. Chairman Coutu asked how come we never get invited. Every year for 8 years I hear you going to a spaghetti supper for scholarship night. Selectman Nadeau indicated I give out a scholarship for the Historical Society. The Fire Department was there. The Police Department was there. Yes they were. Speaking of spaghetti dinners, Father's Day there will be a spaghetti dinner for a Boy Scout fundraiser. You'll see it on the TV and it's on the Benson page and on the kiosk down at the park. If anybody is interested from 5 to 7 p.m. at the Hudson Community Center \$5. Chairman Coutu indicated this is a Scout project and he's doing agility equipment installation at the dog park.

Selectman Maddox - I would just like to say that for those that are still up watching this, I'm sure it was entertaining sometimes ugly. We have a challenge to make due with monies we are given to do all the services in the programs and the projects that we are trying to do. I for one am looking to squeeze every dollar I can. Kudos to the department heads that keep their heads and don't take mine. I have a job to do. As much as I like everybody that works here, I have a job to do and that's to ask difficult questions. They most of the time give us the answers but it is my job to say we are spending every job wisely. Mr. Chairman I will say as part of that, we will go into nonpublic and the Board will be looking to hire some people. I will be voting no on some of them. Not because of the person but because of the position and my position as far as spending that money. It's nothing against the person. It's going to be a challenging year to show that we are the good stewards of their money so that we are not in the same default position again next year. I'm just trying to do my job as ugly and as ugly as that can be. Thank you Mr. Chairman.

Selectman Nichols - I attended the Benson Park Committee meeting on June 5<sup>th</sup>. A presentation was given by Jennifer LeClair regarding the little free library. She'd like to place it in the park along with her husband Derek. There will be no cost to the Town and the small library building would be built and cared for by the LeClairs. Jennifer did agree that if this didn't work out they would remove it immediately. It was just going to be where you they put books in. You go and take one and read it and then you replace it with another book. Chairman Coutu asked are you making a request for somebody. Selectman Nadeau indicated no. They went before the Benson Committee. She's just telling you what happened. Selectman Nichols indicated it's not big at all. Chairman Coutu said the Benson Committee will be monitoring it. Selectman Nichols said yes and they will monitor it themselves. They did agree that if any kind of a mess was made that they would take it out immediately. Chairman Coutu thought it's a great idea if people respect it; they're going to have an enclosure over it.

Selectman Nichols stated there was no Budget Committee meeting and Hudson Community TV. So I had no information to report.

Selectman Nichols stated I have to say this. I'm sorry. I have disappointed one of our Selectmen that I don't seem to be living up to my promise to bring enthusiasm to this meeting. I have more than enough enthusiasm for everything that has to do with the Town of Hudson - business, new buildings, our police, fire, and road departments and everyone working. They're very best for this wonderful Town of Hudson. If by enthusiasm you mean making balloon animals, fireworks, parties, etc. at these meetings in a few words, this is not going to happen. What you expect of me I would love for me to explain. Thank you. I'm done.

Selectman Maddox guessed I was expecting the enthusiasm of having good questions. Having you replace a Selectman that had a lot of questions, had a lot of opinions good or bad or indifferent all I do is see across the room you just kind of looking blankly because again I'm sure you're overwhelmed by a number of things. So I was hoping that you would bring the enthusiasm you kept saying during your courtship with the voters to fruition.

Selectman Nichols stated I have been here 3 months so I'm learning. It is a learning curve. Sometimes I didn't want to say anything for fear of offending people but that will change. Thank you.

Selectman Brucker - I attended the 5<sup>th</sup> anniversary party of the Library on Saturday. It was a very exciting well attended event. They had music for the kids. They had a lot of activities - face painting and that sort of thing. I thought the most exciting part was that they had all of these authors there and I visited all of them. Since I have a kindle, they handed out their bookmarks with their titles of the books they've written and how to obtain one. So I thought that was a lot of fun. The best part was I love history. I'm a real history nut and one of the authors has written "The Hidden History of New Hampshire" and I purchased the book. It has some really interesting facts in it about some of the firsts that we've had here that people might not be aware of and other interesting things. Lots of places to visit in New Hampshire. So that was a really great purchase for me.

The other thing is Conservation Commission met last night. Selectman Brucker indicated we had a visitor from the State Fish and Wildlife Department talking about the New England White Tail Rabbits which Selectman Nadeau thinks he sees. What you see are the northeast White Tail Rabbits because the New England White Tail Rabbits only stay within 10 feet of their home. They don't like to travel too far. They have very poor vision and so they're a little bit weary when they go out. So whoever you're seeing, it's not these New England White Tail Rabbits. They're actually almost on the endangered list. In an effort to keep them off the endangered list, there is an initiative to bring them into different areas in New England.

Selectman Coutu - I wasn't going to do this but in light of the conversation that took place a little earlier, I'm not going to get in the middle of the fight. I will say this, I have the upmost respect for every member I serve with on this Board. I respect from whence all of you came. Mrs. Brucker I can remember when you first started on the Board of Selectmen. I tried to introduce you to everybody around the building. I told you that it was going to be overwhelming at first. We threw the Budget Committee at you and it was a learning process. Mrs. Nichols is going through the same learning process. I respect that. I respect the fact that I know that I've had several people come into Town Hall tell me that you're quite visible in the building. You ask a lot of question. You're doing your homework. I noticed that when I go through the general read, your signature is on a lot of things. I appreciate and I respect that you are also a newbie. I had political experience when I came to the Board and I followed the town very closely the political aspects of the town so I felt I had an advantage. Not everybody has that advantage. There are people like you and Mrs. Brucker and Mr. Maddox at one point, and Selectman Nadeau at one point, and myself who just wanted to serve. We're doing the best we can for \$8 a day. I'm not going to put you down because you don't agree with me. We have heated discussions and debates about various issues. I will respect your opinion. I'm sure Selectman Maddox didn't mean anything. I looked at Selectman Nadeau right away and didn't know where all of this was coming from. Selectman Maddox says a lot of things and if you take it a little too personal - you can't take it personally. Selectman Maddox and I - I consider Selectman Maddox a friend of mine. I respect Selectman Maddox. He asks a lot of good questions. Sometimes he'll take me away from a direction that I was leaning in because I need to give things a little more thought the discussion tonight about that position is an example. Let's have some accord and discord. I think we should all get along well together. Don't take things personally. He doesn't mean anything by it. He's really a great guy. He really is. I really enjoy working with him. I have the utmost respect for him. Ben on the other hand, he's the one you got to watch.

Selectman Coutu indicated I'm just going to say this one thing and I'm going to end my remarks. I get up a lot of days and say things to my wife like yeah I don't want to do this anymore and it's this job. Sometimes you know Rick and Ben and you've been doing it a long time both of you longer than me. It gets frustrating sometimes and nobody ever pats you on the back and says you're doing a good job. They're always telling us we're wasting their money and we're not doing a good job. You get a piece of mail like this that says, "Thanks for helping me make my swearing in a very memorable day and all the encouragement you offered me as I grew up. Sincerely Matthew Topper". He sent a picture of he and I on his swearing in. I had the distinct pleasure and honor of swearing in him and 4 other recruits to our Police Department. When you get something like that in the mail, you say you know what, it's worth all of the \$8 a day sometimes. It's those little sentimental things that people do that make you think about how worthwhile this all is. Matt thank you very much. He's in the academy and I'll talk to him when he gets out of the academy.

10. NONPUBLIC SESSION

Motion by Selectman Nadeau, seconded by Selectman Nichols, to enter Nonpublic Session pursuant to: RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; and (b) The hiring of any person as a public employee; and (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant, carried 5-0 by roll call.

Chairman Coutu stated after a 5 minute meeting, Nonpublic Session is being entered at 11:18 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Coutu indicated the open session is being entered at 12:28 a.m.

Motion by Selectman Nadeau, seconded by Selectman Maddox, to promote Cheryl Beaulieu from Dispatch Clerk, Grade VIII, Step 3, \$19.92 per hour, to Operations Assistant, Grade IX, Step 3, \$20.70 an hour, effective June 15, 2014, carried 5-0.

Motion by Selectman Nadeau, seconded by Selectman Maddox, to hire Renee Gregoire of Hudson, NH, as the Part Time Office Assistant at the rate of \$15.00 per hour effective June 15, 2014. As this is a non-represented position, the Personnel Policy and Procedure Manual shall apply, carried 5-0.

Motion by Selectman Nadeau, seconded by Selectman Maddox, to hire Brian Patterson for the position of Firefighter/EMT in the Fire Department at a starting salary rate of \$15.18 per hour (Step 1) effective July 6, 2014. This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154 Contract, carried 5-0.

Motion by Selectman Brucker, seconded by Selectman Nadeau, to hire Matthew Hunt for the position of Firefighter/EMT in the Fire Department at a starting salary rate of \$15.18 per hour (Step 1) effective July 6, 2014. This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154 Contract, carried 4-1. Selectman Maddox in opposition.

Motion by Selectman Brucker, seconded by Selectman Nichols, to hire and Kim Sara Hiffler for the position of Firefighter/EMT in the Fire Department at a starting salary rate of \$15.18 per hour (Step 1) effective July 6, 2014. This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154 Contract, carried 3-2. Selectman Maddox and Selectman Nadeau in opposition.

Motion by Selectman Maddox, seconded by Selectman Nichols, to hire Sherrie Kimball to the position of Full Time Executive Secretary to the Police Chief with a starting annual salary of \$38,311 (Step 1) effective on or after July 1, 2014 in accordance to the Hudson Police, Fire, Town Supervisors Association Contract, carried 5-0.

11. ADJOURNMENT

Motion to adjourn at 12:32 a.m. by Selectman Maddox, seconded by Selectman Brucker, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, Recorder.

HUDSON BOARD OF SELECTMEN

\_\_\_\_\_  
Roger E. Coutu, Chairman

\_\_\_\_\_  
Benjamin Nadeau, Selectman

\_\_\_\_\_  
Richard J. Maddox, Selectman

\_\_\_\_\_  
Nancy Brucker, Selectman

\_\_\_\_\_  
Pat Nichols, Selectman