

HUDSON, NH BOARD OF SELECTMEN  
Minutes of the April 1, 2014 Meeting

1. CALL TO ORDER - by Chairman Coutu the meeting of April 1, 2014 at p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by Ken Massey.
3. ATTENDANCE

Board of Selectmen: Rick Maddox, Roger Coutu, Ben Nadeau, Nancy Brucker, Pat Nichols

Staff/Others: Steve Malizia, Town Administrator; Kathy Carpentier, Finance Director; Fire Chief Rob Buxton; Lisa Nute, IT Director

4. PUBLIC INPUT - NONE
5. NOMINATIONS & APPOINTMENTS

A. Interviews

- 1) Planning Board - (1 vacancy, 1 member term to expire 12/31/14)

Ken Massey - For the record, my name is Ken Massey. I live at 20 Fairway Drive in Hudson. I'm here to apply for the member position on the Planning Board. When I heard that it was available, I said maybe that's a good reason to come out from retirement and contribute something again to the Town. Chairman Coutu understood you were strong armed by our company recruiter. Mr. Massey said that there was a little bit of persuasion involved there I guess. It was a good reason to come from retirement. Chairman Coutu asked would you tell the audience if you would some of the newer people who are watching us your experience on the Planning Board. Of course, you're a former Selectman.

Ken Massey noted when I was the Selectman, I was the Selectman Representative to the Planning Board for two years. So I was a voting member in those days. Subsequent to that, I became an alternate member of the Planning Board when Selectman Maddox was the Selectman member. All told, I probably have spent about 5 or 6 years on Planning Board matters. I also spent about 6 years on the Zoning Board. Between the two, I have a pretty good idea of what needs to be done for both Planning and Zoning. I thought Selectman Maddox was going to ask me his favorite question and I was going to tell him I've gone to one or two meetings.

*Motion by Selectman Maddox, seconded by Selectman Nichols, to suspend the rules and nominate and appoint Ken Massey as a member to the Planning Board with a term to expire December 31, 2014, carried 3-0.*

Chairman Coutu wanted to let people know that I'll be reading off some of the vacancies because there are positions available. If Selectman Maddox hasn't strong armed you and got you yet, then we're making a special appeal. If want to serve government, you want to learn about the government, any one of these Board or Commissions that have vacancies, please feel free to apply. The vacancies are listed on our town web page. You're welcome to review it. There's an application you can file on line and you just submitted to the Board of Selectmen for our consideration. We'll bring you in. We'll be as nice to you as we were with Selectman Massey. We won't badger you. We just want to know why you're interested to serve on the committee.

- 2) Recycling/Energy Committee - (4 vacancies, 2 member term to expire 4/30/14; 1 member term to expire 4/30/2015; 1 alternate term to expire 4/30/2015; 1 alternate term to expire 4/30/2016)

Cecilia Nickerson - 19 Sunrise Drive, Hudson. I don't know a whole lot about government to begin with but I have enthusiasm and I would like to help in whatever I can do. That's the only reasons really. Just to help. I always recycle. Chairman Coutu said our numbers are down I heard this quarter down to 25 percent and we were at 30 percent. I hope we can bring that back up. You do recycle and you know about energy conservation and things like that as well.

*Motion by Selectman Nichols, seconded by Selectman Maddox, to suspend the rules and nominate and appoint Cecilia Nickerson as a member to the Recycling/Energy Committee with a term to expire April 30, 2017, carried 3-0.*

- 3) Senior Affairs Committee - (5 vacancies, 2 member terms to expire 4/30/2014; 1 member term to expire 4/30/2016; 1 alternate term to expire 4/30/2014, 1 alternate term to expire 4/30/2016)

Dorothy Jacobs (incumbent alternate) - 77A Wason Road. Chairman Coutu asked why don't you tell us a little bit about your service to the senior community and why you'd like to continue serving. Dorothy Jacobs stated I've been working with the seniors for a long time and I just want to make sure that all of the programs are in place and that they get all the help that they need to get things started and moving along.

Selectman Nichols asked you don't want to be an alternate; you'd like to be a regular member right? Ms. Jacobs said that would be better although there have only been 3 of us. I've participated in every meeting.

Motion by Selectman Nichols, seconded by Selectman Maddox, to suspend the rules and nominate and appoint Dorothy Jacobs as a member to the Senior Affairs Committee with a term to expire April 30, 2016, carried 3-0.

Shirley Lafreniere (incumbent member) - 51 Webster Street. Chairman Coutu noted that you as well have served on the Senior Affairs Committee. Give me a little bit of background about your service. I know you go far and above and beyond what you do with the seniors. Ms. Lafreniere said I'm not a quitter. I've started with it and I'm not leaving until it's done and then ain't leaving. Chairman Coutu stated she missed a meeting this morning that I had scheduled because you were doing the buddy program with the elderly lady you take care of. So you enjoy the work that you're doing on the Senior Affairs Committee. You seem to when I watch the meeting.

Selectman Maddox had a comment. You and I have had this discussion whether people should come in but I think it's important every three years that the Selectmen, and the voters, and the people on the cameras get to see who it is on our various boards. As much as it's a night out for you here at the beautiful Selectmen's meeting, I think that it's important that people, again, at home say oh that's who that is. There is an opportunity to hear what you're saying about the committee. To that end, I'd like to hear how often do they meet just to give us some background so if anybody else might be interested.

Shirley Lafreniere said the Senior Affairs is once a month the third Wednesday. I'm also on the Senior Council too so I have to figure out which I'm working with.

Motion by Selectman Nichols, seconded by Selectman Maddox, to suspend the rules and nominate and appoint Shirley Lafreniere as a member to the Senior Affairs Committee with a term to expire April 30, 2017, carried 3-0.

Joanne Snook (incumbent member) - 63 Lawrence Road, Hudson. Chairman Coutu indicated like everyone else, you've been a member of the Board. I watch the meetings and I know you're very involved and you offer a great deal. Why don't you tell me and the Board about your experience on this Committee? Joanne Snook said I've enjoyed the Committee. I've enjoyed being on it and I've enjoyed seeing it grow as far as interest is concerned particularly with Lori on board. She has brought so much enthusiasm and interest to the seniors. It's quite contagious actually. I enjoy it and I'm excited about the opening of the senior center and diversified programs that I know they're planning to offer to the community. It's a good time to be on the board.

Motion by Selectman Nichols, seconded by Selectman Maddox, to suspend the rules and nominate and appoint Joanne Snook as a member to the Senior Affairs Committee with a term to expire April 30, 2017, carried 3-0.

6. DISCUSSION ITEMS

A) Disposition of lower level of 39 Ferry Street

Chairman Coutu to recognize Fire Chief Rob Buxton, IT Director Lisa Nute, and Finance Director Kathy Carpentier.

Chief Buxton stated back in February the Board had requested that I come in with a proposal regarding the potential utilization of 39 Ferry Street. As I explained back then, we were looking to use the conference room back as a conference room that utilize one of the two offices as an office space and then utilize the other office as a file room for the Fire Department. At that point in time, you deferred this decision until April and we're back here. I believe the information you have with you tonight is that from February. That's kind of where we're at.

Lisa Nute wanted to go back just a little further just to recap not only for the viewers but to explain that with the Board of Selectmen reorganization of the Community Development Department and the creation of Inspectional Services, that vacated the Engineering office across from this meeting room, vacated the lower level of 39 Ferry as the Chief was just talking about and it took away the shared office space for the Checklist Supervisors and Trustees. So when the Board of Selectmen voted to have the IT renovation at 39 Ferry Street halted, we temporarily put the Trustees across the hall here but it didn't really address the rest of that space and originally in the plan there was talk about moving the break room. Also in your packet is a Plan B that we would like the Board of Selectmen to consider and it would be to take the vacated Engineering office and renovate that for a small amount of money to make that a new IT area. Although it's not a lot of additional square footage, it's more usable space in that it's open.

Kathy Carpentier indicated Plan A was having IT relocate to 39 Ferry which was rescinded. I think up for discussion is Plan B and Plan C. Plan B would be to move IT into the open space across the hall where Engineering was, put the Trustees and the Checklist in the old IT area, leave the break room where it is.

Chairman Coutu stated Plan B encompasses all of that. I don't see that here. Plan B says the break room remains unchanged. The plan assumes the elected officials would get the IT Director's office. The break room remains.

Ms. Carpentier said that's correct. Across the hall would be IT for 3 staff members. The break room which is down this center hall, that little room, would stay the same. The door would be opened so that the Trustees and the Checklist Supervisors could get into the old IT area. That was Plan B.

Selectman Maddox said I'm going for Plan C Mr. Chairman.

Chairman Coutu asked who designed this plan. Ms. Carpentier said collectively the three of us have been talking about this since Community Development reorganized. Plan C would have been for the break room to be in the old Engineering space; IT to stay where they are; the old break room would now be for the maintenance man to have a work area. All labor would be done in house. Just some incidental costs for Plan B or Plan C. I can cover the expenses within my department due to having low audit expenses this year. The Chief, IT Director, and I have supported all 3 plans. It's up to the Board to make a decision.

Just to make sure Chairman Coutu had this straight, 39 Ferry Street will remain the Fire Department. If we agree to that, then the options are Plan B or C how we're going to best utilize the old Engineer's office and one is to convert the entire thing into the IT area, open up the back wall so you have access to the old IT area for the election officials. Plan C would be to convert the old Engineering area - the same area we were talking about - use 1/3 of the space for the elected officials which would mean putting in some sort of a wall. The remainder of the space would be a break room and the IT personnel would remain where they are. Ms. Carpentier said correct.

Selectman Nichols wanted to know if IT stays in the same place are you going to have enough room. Lisa Nute said we've not had enough room. Right now I have one intern. I have a second one coming in for a duration of time. There are times when I have both of my staff in with me. The most difficult time is when we all need to huddle into the 5x7 office of one of my IT Specialists to work on something, or you have the Town Clerk in there, or whatever. You can't even really get around the person sitting at the desk and driving whatever we need to all be seeing. I can't have my entire staff and the interns working in the same area. I ship one down to the Police Department and they work there. When my next intern comes in, the Human Services person will be not coming down in their usual spot in Finance so that we can use a temporary system in there.

Chairman Coutu asked Ms. Carpentier when you initially came in and you made a proposal about the lunch room, could you tell me the reasoning why you had recommended that we move the lunch room which would now if we went with Plan C would be a shared space with the elected officials. What was the purpose in moving the break room from where it is to the Engineering Office? Kathy Carpentier felt that I've gone into the break room many times and there is 12 - 15 people sitting around this little table that's probably meant for 4 or 5 people. It's also off of a bathroom. So those two things made me concerned. I saw an opportunity but at that point, IT was going to 39 Ferry Street. So that's why I thought that that was the best utilization of that open space. I didn't at that point know that the Trustees/elected officials would be also looking for a home. I just felt that there was an opportunity with space down here to get a better, bigger break room and not have it near the bathroom. That was my original proposal.

At the very least, Chairman Coutu asked is anyone prepared to make a motion relative to 39 Ferry Street.

*Motion by Selectman Maddox, seconded by Selectman Nichols, that we take the basement of 39 Ferry Street and return it to the Fire Department and allow them to use the encumbered monies for carpeting and painting to get that back up for use for the Fire Department.*

Selectman Maddox noted it's been beaten around the bush 17 different ways. I think it needs to go back to the Fire Department. They have a use for it. I understand that we try to do something else but at this point I think that cost containment and to re-utilize it for the Fire Department's needs, we just go with that motion.

*Vote: Motion carried 3-0.*

Now for the reallocation of space, Chairman Coutu stated we have two plans. One is to convert the old Engineering space to an IT area and the other is to convert the old Engineering space to a lunch room and an office for the elected officials. In the first plan, the lunch room would remain where it is. How would you like to dispose of this?

*Motion by Selectman Maddox, seconded by Selectman Nichols, to use Plan C which utilizes \$2,070 to convert the old Engineering office to 1/3 for elected officials office and 2/3 for the break/lunch room.*

Selectman Maddox knows that there's a number of things that are going on here. We need to find more space in this building. I think that when Ms. Carpentier came in the first time and brought to our attention that we have people sitting basically on each other's laps outside a bathroom, I don't think that's conducive to a good work space either. I know that IT is looking like it needs more space. Some of those are part timers. We need to find another way to move them around. Aren't there offices in Finance that they could utilize part time? Ms. Carpentier indicated I do have one open space that is shared with IT. Selectman Maddox stated doing Plan C gets people out of having their lunch next to the bathroom. It gives a home for the elected officials and it's half the price.

Selectman Nichols asked KC if they hadn't planned to relocate IT, which would you probably have picked of the both - B or C. Kathy Carpentier indicated when I originally came forward with this plan, IT was moving to 39 Ferry. Selectman Nichols indicated so there would be lots of room. Ms. Carpentier indicated that's correct. I'm sitting here in support of Plan B only because IT needs the space is what they're claiming but it is at the cost of my original request. We haven't fixed a problem that I do believe is a problem for the employees in this building to be having a break room that's the size of a closet outside of a bathroom.

Selectman Nichols liked Plan B. I have been down to the IT Department. I had never been there before. You are working on a postage stamp. It's little. When I was out working, I had more room than that and I wasn't way up on the ladder at all. I had a space that was bigger than what she has. I don't know how she manages. I'd have to go for Plan B for the simple reason that she needs the room. I don't know if you could take part of the Engineer space and use a 1/3 of it for the lunch room or that could be divided up. I don't know. I have to support Plan B right now. In my head I have to do that. Sorry.

Chairman Coutu asked does anyone want to entertain Mrs. Nichols' recommendation or suggestion about divvying up a portion of the Engineer space as a lunch area. Lisa Nute asked in addition to having IT in there as well. It's only a tiny more square footage than what we current have. The advantage is that it's all open so that when we do need to huddle around a system or work on something together, there's a little more elbow room. I do give up a private office but there is this room available if I need to pull someone into a meeting or whatever. It's a little better than what we have.

Chairman Coutu indicated that certainly puts me in a quandary. I'm having a difficult time with continuing to have the lunch room outside of a bathroom. I just have a difficult time with that.

Selectman Maddox said there's the computer on that table. It works right? Ms. Nute said correct. Selectman Maddox indicated if you had to huddle around with a team meeting, you could use this room that is empty during the day. Ms. Nute said there are impromptu times where something happens and another member of the Town Hall comes in to ask a question or look at something. It's not an opportunity to say okay well let's all pick up here and go recreate what we're just ran into here. That's not always a possible thing to do. We do use the meeting room - the Buxton meeting room more times than not because it's right out the back. When we do have something planned, we will all go back there so that we have some space to have an overhead. There are times where you can't recreate what's currently going on. It's like hey come look at this. The next thing you know you have three people or more in an office trying to figure out what happened to the tax bill, or whatever happens to be going on at that time on that system. That happens to be an IT Specialist who does a lot of our server work, etc. When we have the opportunity, we absolutely do. He'd have to go elsewhere.

Again Mr. Chairman, Selectman Maddox thought that my motion covers the issue that you have as well as there are other spaces that IT can utilize to be able to - and I know you can't recreate that exact thing but if it's that big of a problem, it will pop up again and they can do it in this room or the Buxton room which is right outside their spaces.

Chairman Coutu wanted to ask another question. I've been in her office a few times. They're little cubby holes is what they are. Is it feasible that we could remove - assuming we were to move IT, that we could remove some of the walls in there and make that a bigger space for a lunch area. I don't think any of those walls are supporting walls. Lisa Nute offered a suggestion. If you're concerned about the bathroom, it's not making it bigger but you could close off that bathroom door and open it instead out to the hall or combine it with the small janitor closet. Again, that would be a cost. It's renovation. The same with the kitchen area. Maybe if you reconfigured the hallway and moved the door of the bathroom so you could close it off, you might gain a little space but again at what cost. That would be something that we would have to take the square footage of and realign it.

Chairman Coutu stated presently the janitor doesn't have a closet. Steve Malizia indicated there's a closet over there that he keeps like a mop and supplies. He doesn't have an office space or a work space. He has that closet right there. You can take a look at it. It's in the hallway. That's the space where he keeps stuff. He also keeps stuff in cabinets upstairs. He keeps stuff in various places. Stuff - cleaning stuff, supplies. Chairman Coutu asked is there a plan if IT were to vacate what we were going to do with that space down in that corner if they were to vacate that space. Mr. Malizia said yeah the Trustees of the Trust Fund and the Supervisors of the Checklist would go there because...Lisa Nute said part of the plan was that the Trustees and Checklist Supervisors take over my office which then gets closed off to outside traffic for the security of their files. The other space becomes since it's connected to Finance, the paper storage that we're currently using the vacated Engineering office for and storage that's overflowing in the computer room, etc. would be there and it becomes KC's spare system.

Vote: Motion carried 2-1. Selectman Nichols in opposition.

Chairman Coutu indicated that Plan C will go into effect. The total cost estimate is \$2,070.

#### B) Request for Consensus to Accept Donation

Chairman Coutu recognized IT Director Lisa Nute.

Thank you Mr. Chairman. Lisa Nute indicated as I put in your packet there, I've been working with Mr. Dan Zelonis of the Hudson Senior Council on Aging. As I believe you know, they will be coming before this Board on or after April 22<sup>nd</sup> with a request that the Board of Selectmen accept a donation being made to the Town. A portion of their donation is to include technology for the new Hudson senior center and I understand there is an open house coming up. It has been expressed there's an interest to have certain technologies in place before the open house and for me to be able to make that happen or even schedule that kind of work, I need some lead time for orders of equipment and staff to install everything. Due to the risk of spending funding before it is received, I'd like a consensus of this Board that they will accept the donation by the Hudson Senior Council on Aging and allow me to get started on equipment procurement.

Chairman Coutu had one question. You list each of the items and their projected cost. I don't see anywhere in here labor. Ms. Nute said that is correct. The IT staff hours is above and beyond anything we've budgeted for. The same thing with the opening of the senior center. It's never been that I've heard of any provisions for the work of putting that in. No this includes only equipment and I believe there are certain By-Laws that this Council needs to follow which is the reason I took off a piece of leased equipment. It is simply for equipment.

Selectman Maddox questioned line 19. Chairman Coutu indicated that's the electrician. Selectman Maddox stated that is labor. Chairman Coutu said except for the software and all that stuff, you're going to do that anyway, right? Lisa Nute said correct. This piece that was added as a very last item, there is a bar code system that was requested to put in place so that the seniors can scan a card coming in and ID in and out. When we went to look at the facility after the fact, it was determined that the best place for this happens to be across from the coat room. There were never any plans to put electrical or network there. Unfortunately this is something after the fact that would need to be installed if I'm to put a system there. It was agreed that that is the best spot where it's not going to be a hazard to anybody walking up and down the halls, etc.

Chairman Coutu asked for the kiosk software, we're going to need an electrical component to be able to hook that up. Ms. Nute indicated that is correct. Chairman Coutu said the question is we have an estimated cost of \$23,086 which the Hudson Senior Council on Aging is willing to donate and you need a consensus. What's the consensus of the Board? Would we accept that donation?

Selectman Nichols said yes. Selectman Maddox said yes. Chairman Coutu said yes. You never say not to free money. As a matter of fact if it wasn't for the generosity of the Hudson Senior Council because of the default budget, we would not have the money to do this. It's greatly appreciated. You have a consensus to go ahead and then when the work is done, we'll accept the donation formally and I thank you for that. You might want to discuss with the Town Administrator or members of the Council on Aging how to offset the costs of the additional electrical work that's going to be needed. Lisa Nute indicated it's been my pleasure working with Mr. Zelonis. He's been in contact with me on how they would prefer to pay the bills, etc. I will be continuing to work with him. Chairman Coutu stated they follow our protocols and I'm sure you're going to be on top of that. Thank you very much. I appreciate it.

Chairman Coutu welcomed Selectman Nadeau at 7:41 p.m.

#### C) 2014 Capital Improvement Program

Chairman Coutu recognized Town Administrator Steve Malizia.

As you are all well aware, Steve Malizia stated there's a Capital Improvements Program (CIP) is being updated this year. Prior to submission to the Planning Board who actually conducts the CIP, the Board asked to take a look at department head submission. So what you have in front of you tonight is from the department heads - Fire, Police and I believe a Municipal Utility submission for CIP updates. It's my understanding that in the actual program itself, there were some road projects that were expressed previously on the CIP. It would be presumed that they would just be carried forward for the Planning Board to review. This is either updated or new types of elements that these department heads are here for.

Good evening Mr. Chairman and members of the Board. Chief Buxton stated in a Memo that I wrote to you on March 27<sup>th</sup>, we noted that this was a visionary planning project that we're undertaking for the Fire Department. Basically we've pushed forward what we felt were the top three capital projects for the Fire Department. One is a new Central Fire Station. The second being an addition renovation to the Burns Hill Fire Station and the third being radio infrastructure. I'm not exactly sure how you want to hand going through each project or how much testimony or presentation you want regarding them or if you want to just go in for questions.

Inasmuch as a lot of people who might be watching are not familiar with it because we haven't done a formal capital improvement program for a while, Chairman Coutu said it's basically for a lack of better terminology it's a wish list of things that department heads submit to us, and we prioritize, and if the funds ever became available we would hopefully proceed or if we found that it was an absolute, we would obviously try to bond one or more of these projects. I would think that if you could give us a general overview of each of the items as you presented them starting with the central fire station.

As you are aware in 2008 I believe it was, Chief Buxton stated we conducted a facility study of the Central Fire Station. A couple of recommendations came out of that study. One was a complete replacement and the other one was a renovation of that facility. That facility today sits there as 60 plus years old. We have several deficiencies regarding work space within the building, overhead door space which has great impact on our purchasing capability of apparatus. One of the late projects that I didn't speak to would be the purchase of our last ambulance. We no longer can buy the E Series ambulance of the Ford E Series ambulance which is a van style ambulance. We needed to look at a new chassis style. We wanted to stick with a Ford chassis but the only thing that was available was a pickup truck style. With that pickup truck style, that forced the box height to actually not fit within the building. Those doors are 10 feet in height. The average in a new modern facility approaches probably 14 foot height and door height. So that's one of the major setbacks of that facility.

As you're aware, Chief Buxton informed that right now we're out to bid right now for a heating plans on that facility which will be replaced. The question may be asked is why put money into the building if we're looking to replace the building. That building

will consistently be a piece of town property for a long time to come. As a piece of critical infrastructure for the town, it will probably be something that will either be re-utilized or continue to be utilized by the Fire Department at some point. As you're aware, we have also looked at a space needs analysis that was in that facility study. That facility study came back with a space need analysis of almost double the square footage that we have today. We operate out of two facilities - one being the Fire Administration at the corner of Ferry and Library Street that has approximately 1,100 square feet and approximately 9,000 square feet within the fire station. The proposed space analysis came back that we were in need of approximately 23,000 square feet. That would open up for gear storage, fitness facility, modern day communications room, administrative area and so forth. Unfortunately that project comes in at a little north of \$6 million. That is for the purchase of property; that is for the purchase of architectural design; that is for a turnkey operation to build a new Central Fire Station if we were to open it to that thought process. I'm certainly not sitting here tonight recommending that we cut a check for \$6 million but if we look at our needs, that is one of our critical pieces of infrastructure for our facility that would allow us to move forward.

Chief Buxton indicated the second project is the Burns Hill Fire Station. Currently we have a facility that was built in 1978 I believe is when the station opened. In 2001, we actually started staffing that facility full time with three members of the department on a 24 hour basis. They basically operate out of 781 square feet 24 hours a day, 365 days a year. Capital improvement plans in the past put together by Chief Carpentino and Chief Murray also included this project on their list for approximately an 1,800 square foot addition to that facility. That would encompass dormitory areas, kitchen space, mechanical space, protective clothing storage, a proper cleaning facility, and the separation of bathroom facilities as we diversify our work force. That project comes in just over \$800,000.

(Chief Buxton) The third project that you see on our list is a radio system. As you're aware, we've been talking for a well over the last 4 or 5 years about combined dispatch, not combining dispatch. I felt that it was imperative that we get it at least on the docket to look at our infrastructure, look at our radio infrastructure. If you remember last year the IT Director, myself, and the Police Chief sat before you and we started talking about equipment that was going out of date. I believe that we need to start planning for that replacement. If you remember correctly, start at a capital reserve accounts but this is outlined where that would be. That would be 3 new towers, 3 new transmission sites for both the Police Department and the Fire Department along with new dispatching consoles. When you look at the number, you say how did it reach \$600,000. The consoles themselves are about \$300,000 of that process. That was not part of the combined dispatch project originally. Those are the three projects that we have on the table this evening.

Relative to the third project - the radio system, Chairman Coutu said based on what I'm reading this is not establishing a combined dispatch center. Chief Buxton said no. This is infrastructure and infrastructure only. That will basically put the Police Department, the Fire Department on the same platform so our radios are interchangeable. With their radios, we can speak by frequency as it is today but gives us a completely overlay that we have the same equipment. Their portable radios are new than our portable radios. So it overlays the entire platform to make sure that we're compatible across the board. It's for radio infrastructure only. It does not have anything to do with combined dispatch.

Chairman Coutu asked if there were any questions or comments relative to these three proposals from the Fire Chief.

Selectman Maddox said this has to go to CIP and it's looking for us to kind of recommend. Chief I know that Martini and Rossi are - the engineering group came up with this. Chief Buxton indicated Pacheco and Rossi. Selectman Maddox stated they found some deficiencies in the building and it's an older building. I think we're sending this off to CIP as a fools errand. I think that \$6.2 million if we go back to the history of Hudson, and Hudson good or bad is frugal. The Police Department wanted an X size facility and they got what 2/3 of it. The Highway was told to downsize theirs and get it done for less than \$1 million. I think \$6.2 million is something that I just can't see us managing to push up the hill. I know it's something that we need to do. You need to do something with this building. I guess my question Chief is the fire station in Londonderry as you go down 102 there's a fire station - \$1.8 million. Chief Buxton indicated that is a substation. There is no administrative space attached to that building at all. Selectman Maddox reiterated that you're saying that administrative space is \$4 million? I'm just trying to get a handle on. Chief Buxton noted there's no communication center in there. There is no administrative space in there. There is no meeting space in there. There was a fitness room, a kitchen space, some dormitory space, and an apparatus space. There is no administrative functions that take place out of that building day in and day out. So there's no overlay regarding that equipment in there.

Selectman Nadeau said if we kept the administrative space at 39 Ferry Street and we built a - I'll be a little out there - \$2 million new fire station, we could get away with that? Chief Buxton was not prepared to estimate what that would be to build a substation. We pushed forward a project for the Central Fire Station because we feel that's what our need is. I believe that you certainly can see some reduction but we feel that this project is far enough down the road that there are other decisions that need to be made and also regarding what takes place with this section of the Town Hall complex. Not knowing what the future holds in regards to whether Town Hall is here, not here, what is the space available at that time. The renovation costs - just if I can for a second Mr. Chairman - the renovation costs bring the 15 Library Street building to ADA compliant came in at \$3.2 million in 2008. That is the cost to take care of renovating and bringing Central Fire Station up to ADA compliant NFPA standard in 2008. I don't know what that would be today.

Chairman Coutu stated when the cost that's estimated here is \$6.2 million for a new fire station, does that include the acquisition of land? Chief Buxton said yes. Chairman Coutu said from day one it's been one of my pet projects. I'm a strong advocate of a new Central Fire Station. I don't know where the Board wants to go but I certainly would pick that if I had to pick

one of the three, that would be my first priority and my second priority would probably be torn between Burns Hill and the radio system. I'd probably lean more towards the radio system. If we're going to go to a community improvement plan, I think this is something that we should recommend but that's my opinion. We all talk about how bad the fire station is and how old the building is. I can't tell you how many people have been in and out and said why aren't you replacing the fire station. I've heard members of the Budget committee say that it's time that we address that problem. It's a guesstimate at best. We could probably do it for a lot less. We could probably do it for \$4.5 to \$5 million based on what I'm seeing in other communities. I don't think we're going to do it for much less than that with the acquisition of land. At the same time, it's a need that we need to address sooner rather than later in my opinion. I think it should be a priority. I think it's saleable. I think the Budget Committee would agree. Several of them have made comments about I expect to see a fire station built in this town sooner rather than later. Again, we're at the mercy of the voters. To ignore it and hope it goes away, that isn't going to happen. The problem continues to exist and I don't know how much more money we want to pump into this building. It seems every year we have a capital improvement we're pumping money into. This year it's a new heating and air conditioning. Last year it was a new generator. We're just throwing good money after bad in my opinion. I don't remember sitting in on a CIP process, what the Board does with these recommendations, or do we vote on those that we want to put in a plan. You're the expert on this Selectman Maddox.

Selectman Maddox said this is kind of a multi-layered process. The CIP is done as part of the RSA required to be able to collect impact fees. So we have to do one of these periodically. Because we weren't going to spend any money in the last few years, there was no sense tying up department head's times and bringing in people to do a meeting that was going to do no good. It is meant to, number one satisfy the RSA in regards to impact fees. It goes to a number of people from the Planning Board - a citizen rep. I believe is Mr. Martin this year, representatives from the school, the library, and again it is meant to give some guidelines as to where the town believes it needs to spend money on capital improvements. With that said, it is ranked in such a manner that road projects tend to go more because they're getting 80 percent funding from the State. One of the questions is is there a matching fund type of thing. So those tend to move up. The other item is the senior center was never on the CIP so it came out of nowhere because it gained enough political support for the lack of a better phrase Mr. Chairman. So it moved right past all the other items that were on the CIP. Again it is more than anything a - the Chief has a legitimate concern. He has a problem with his Central Fire Station. We need to address that. This is just going to be a method to kind of give a breakdown of what those potential items could be.

In this process, Chairman Coutu said the department heads are bringing this before us their recommendations of what they would like to do. Do we take any action on these items? Do we have any input on the CIP? Selectman Maddox indicated if we said we did not support the Burns Hill Fire Station as an example, then the Chief would not present that. I mean it has to have some political will behind it. Whatever is on that, no one is bound to. It is purely a guideline. This is our chance to say that a department head couldn't come in and say he wants to build X. If we say we're not going to support it, it shouldn't even be on the CIP.

From here, Chairman Coutu said the process takes us to the Planning Board? Selectman Maddox said correct. It takes the Chief to the CIP Committee which is made up of a number of Planning Board members, citizen members, a selectman rep.

If Chairman Coutu had my druthers and I had to pick one of the three, I would pick the Central Fire Station. If there's no support on this Board to want to propose building a new fire station, then I'm crying in the wilderness on behalf of the Fire Department.

Again, Selectman Maddox thought we can put it on the list Mr. Chairman. They'll rank it as they see fit. Again, the CIP nor the Planning Board raises funds. That's our job. Chairman Coutu understood that. Again Selectman Maddox thought it's a number that is unsupportable but I'm not going to say no to it. If he wants to present it to CIP so be it. We could submit all three. We don't have to pick one. Chairman Coutu asked if this was a courtesy call basically. Selectman Maddox said it's affectionately known as the smell test. Again if something here we say we're not going to support. I don't disagree with you Mr. Chairman or you Chief that we need to do something at the Central Fire Station. I think that number is north of where I would ever go. I think we could certainly submit it to the CIP and see where they rank it. Chairman Coutu understood. So the listening audience out there will know that Selectman Maddox and I have had many discussions about this. He had some ideas of his own. He's just not wanting to spend \$6 million to build a new station. You had other plans that were a lot less costly that I said I could have supported. Okay. Thank you Chief I appreciate it.

Chief Buxton indicated I've been requested to be at the Planning Board for the CIP for the 14<sup>th</sup> of April. I guess I'm looking for a little bit of direction as to these projects are supportable, or I shouldn't propose them, or...As far as Chairman Coutu was concerned based on what I just heard, I'm just one voice in the wilderness here, you could present all three and see where they want to go with it. If I'm going to give testimony before any of these boards, I'm going to fight for a new Central Fire Station.

Chairman Coutu asked Chief Jason Lavoie to step forward and tell us what his multi-million dollar is all about.

Good evening. Thank you for having me here. Chief Lavoie started off by we were asked to present a CIP project and share the information with the Board. My position this time as well as what it was back in 2008 when I made a presentation to the CIP Committee was I would prefer to hold back. I don't think the Police Department, and expansion of the Police Department is as pressing as getting something new for the Fire Department. If it were up to me, that's where my support would go at this

time would be more towards the Fire Department. However, I do think it is important that we share some information regarding the Police Department for its future down the road. Some expansions may need to take place. I'd also say to the Board too is please keep in mind that I couldn't get any architects or anybody to call me back to share information as to costs or anything like that. I think we've cried wolf too many times by asking them to do some work for us and then they do it with hopes of getting compensated yet there's no budget for it. As much as I tried, the numbers that I got Mr. Michaud was able to try and help me out with some books and materials that he had. Those are the numbers that you see in the report I provided to you. My suggestion would be to plan for sometime down the future as to construct a two-story addition, a patrol of 8,972 square feet. The Hudson Police Department is presently housed in a 14,200 square foot facility on Constitution Drive. It was initially designed to be a 25,000 square foot facility costing approximately \$3 million back in 1993 when it was proposed. Castlebows said that building that size would last us anywhere from 20 to 25 years before we need to start talking expansions. At that time like Mr. Maddox has already explained, the frugalness was the \$3 million price tag was heard and it was cut in half and that's all we could have for money to build our station which brings us to that 14,200 square foot building.

In 2008 Chief Lavoie indicated retired Chief Gendron had prepared a CIP package with myself and there were some recommendations at that time that included an indoor firing range, detective/narcotics expansion, Legal Division, evidence room, records, two bay garage, and locker rooms with port running stations, a juvenile lockup, Communications Division expansion, roll call area, storage issues, and a special operations briefing room. That plan that he had back in 2008 was roughly for a 12,000 square foot expansion. I believe a 8,000 plus square foot expansion being two stories we could be better suited. The reason why we've scaled back is because we've made a number of changes in recent years to our building on the inside. Some of those things that I think we could eliminate was the expansion of an evidence room. If the Board remembers probably in 2009/2010, we had a workshop. We talked about future needs of the department. Selectman Nadeau was there. Selectman Coutu was also there. At that time we identified a problem with evidence. I put my head to the wall and thoroughly looked at that hard and we made drastic improvements to that. I believe some of you have actually seen the improvements there. I don't suspect that we would need to expand that area for a long time. That's just one example. We've improved the records area. We've improved the dispatch area as well. However, the cost of that was storage. We have really no storage space and we're doing the best we can and trying to be as creative as we can with what little - we're basically down to one closet now for storage.

In Chief Lavoie's package that was provided, I've talked about some of those things that were talked about back in 2008 - the additional jail cells. I don't think we need additional jail cells at this time. We make enough arrests during the course of the year, about somewhere around 1,200 arrests every year. The arrests aren't in there for a long time. We don't house overnight typically. Sometimes we do but that's not what we're designed for. We're not designed to hold for weeks at a time. That's what Valley Street is for. So we try to get people process as quickly as we can and get them out. Whether that's staying up at Valley Street or they're there's getting them bailed. I could talk further about those things that are provided in the packet. I'll leave to the Board's discretion if they'd like to hear more.

The areas Chief Lavoie suggested that need improvement would be the Phase I which would be the Detective Division. This would encompass the expansion. The expansion would roughly start between the Chief's office window and that side of the building that faces Constitution Drive, and between my window and the detective section of the building expand out towards Constitution Drive and then head out towards the employee parking lot of the Police Station and then go all the way across over to the employee entrance door in the rear of the station. That would encompass the new footprint. There's things to be concerned about dealing with the roof lines, etc. That would need people in the business to look at it and not me. That Phase I process would be to expand the Detective Division, the roll call area, locker rooms. In the roll call area, we can have as many as 15 people in there doing roll call. That only seats about 6. We pack in there and we do what we can. We discuss what we need to at roll call and move on. Again, it's just one of the areas. The locker rooms, we're using some lockers as storage as well. That expansion would again improve the Detective Division, Legal Division, roll call, and locker rooms.

In Phase II, Chief Lavoie indicated this would involve some working communications in the cell area. The projected costs for this, again with the help of Mr. Michaud, came out to approximately \$3.5 million.

Chairman Coutu asked if there any further questions of the Chief. Thank you Chief. I appreciate it. Come again.

Chairman Coutu indicated next is the Water/Sewer Utility. Bernie Manor is very familiar with our water and sewer utilities. He's probably the best person to make the presentation.

Bernie Manor stated in your package you have a chart of what was in the 2006 I think CIP. We pretty much updated those numbers and essentially none of that got done. We're just projecting it out further so those numbers are just updated numbers. Barretts Hill tank is one of the things that really needs to get done eventually. We aren't going to have enough water at that end of town to provide fire service for everybody without doing something better. Eventually we're going to have to do something there. In order to build that tank, we have to bring in some pipe and we also have to increase the Windham Road pumping station. It's a big package there and there's quite a lot of money. We're part of the Town yet the budget comes out of the sewer and water. It's a little different. We're scheduling all your CIP projects based on taxes and a lot of this will be paid for water users. I'm not sure how that really meshes together with the Town.

Steve Malizia indicated it would show as an alternate funding source. I believe there's a funding element on the CIP if I'm not mistaken. Selectman Maddox referred to it when he was talking about the road projects where they tend to get funding from



an outside source. These projects would typically be funded through the water utility. If I recall correctly, several years ago we had a rather large bond on a warrant that didn't pass. I think the top three - the booster station, Barretts Hill water main extension which are all related to the same thing were part of that bond that did not pass the voters. That bond got scaled back and we did the Compass Point booster station, the water tank in the south end of town, and the looping of the south end of town because that was more of a pressing issue. This work was deferred. It was not put back out to the voters. This had been in front of the voters 3, 4, 5 years ago at this point in time would have been financed from a bond. We do not have obviously this kind of money lying around so it would necessitate some sort of bond to pay for it which would be borne by the water users but still approved by the voters because there are no other voters to approve these things. It is the voters of Hudson. Should something like this go forward, you'd have to strongly consider a bond. Quite simply put, you don't have this kind of money to do these kinds of projects. Again, it had been contemplated, it had been proposed, it had actually been on the budget as part of a larger bond issue that was rejected, scaled back. So what they're doing is saying the need didn't go away. It's been deferred. It's going to come back up. We need to think about it. When it goes to CIP, that would be a consideration. In their review, they see a necessity or a need and how does it get financed. Pretty much by a bond issue for those projects. There may be some other ones that you could possibly use some of the money we've put in reserve funds but I know we don't have this kind of money in a reserve fund to do those \$2.4 million water tank. That doesn't exist.

Selectman Maddox said we do have \$300,000. We could do that Windham Road station, right? There is that much money. Mr. Chairman what I was going to ask is this is why and to the voters that voted down the budgets being separate for water and sewer, this is the kind of intermingling that we're going to have a problem with inasmuch that we tried to break it out so that the water would always be its own budget. I think that again we should probably go in back at that next year with better explanations of what we're trying to do. Say we put in \$300,000 to do the Windham Road booster station next year in the budget, well that skews the budget by \$300,000 even though it will not impact taxes, it will be borne by the water users. It still comes under the town's budget. I think, again, we didn't obviously do a good enough job of explaining to the voters why they should break them out as separate so that they would see the Town's budget for public safety, highway, and those things but the water and sewer would be separate because they are different funding sources. I would think that at the very least we should see if we have the monies available to do some of this and at least get a start on - we do have a new Town Engineer that started yesterday and we can start looking at what we can pick off. I would think that some of these that are reasonable money, we should put it in the budget next year.

Bernie Manor indicated one of the things that we've been trying to do with water, we're still looking for new sources of water - new wells. They found a well off Old Derry Road that I think can be improved to give us a little bit more water. That's not part of this but I think we can do this without going through the CIP process and do that before we get there through the regular budget process for water. We're going to be looking at that and get that done.

Of all of these items that are on the list and there's 8 or 9, Chairman Coutu imagined you would say that they're all important but which one is the most important? Steve Malizia indicated 1. A, C and B, right? The top ones. I think they've put it in some sort of order that they think. Albeit something may be smaller budgeted but it's not as much of a necessity at this point in time say 1a, 1b, and 1c. Chairman Coutu indicated we're looking at approximately \$4 million right there for those three items. Steve Malizia believed those three items are interconnected. They basically work in tandem to improve the fire service and the storage of water for that end of town which would be the north end of town correct? Mr. Manor said right. The other ones, Mr. Malizia said are certainly important. The Gordon Street tank for example needs to be repainted. That's certainly something you have to do. Again, it's not saying it's not important but you have a tank there. These other ones you need to improve so that you have the adequate fire protection for that area. You're able to move that water in that end of town. Again, this had been proposed and actually put on the ballot 3, 4 or 5 years ago. It hasn't gone away as a priority.

Chairman Coutu asked do we only have one storage tank in town the one at the south end. Steve Malizia indicated we have 3. There's one at the south end of town sort of behind St. Kathryn's; there's one on Gordon Street which is an old steel tank, and there's a 2 million gallon concrete tank up in the Rolling Green Condo neighborhood. Those 3 tanks provide the town's storage currently. As the pattern for development shifts and moves and service areas, you have to sort of keep up with it. As you're well aware, we had to put a tank in the south end to improve fire flow. Storage capability at one point should the line have snapped by Market Basket, you'd have no water in the entire south end of town. So the town improved that situation with storage and looping. If my understanding is correct, the Barretts Hill area now will require some sort of upgrade to be able to provide fire flow that's kind of gone over towards the Benson's side of town. You're over there at some of those elevations. You just need to put more water over there and have a better fire flow. I'm not a hydro geologist but I know that there's a whole system here that has to work together.

Selectman Nadeau look at painting the Gordon Street tank exterior and then I look at painting the Gordon Street tank interior. Quick math, about a half a million dollars. Is it worth building a new tank there or move a tank over to the Barretts Hill Road section and building a new one over there? Bernie Manor indicated the study that Weston & Sampson did for us a few years ago we thought we were going to be able to abandon Gordon Street and just build the new Barretts Hill. As further studies have come in, we really can't do that. We really need to maintain the Gordon Street tank as well as build the new tank on Barretts Hill. We just had that inspected this past spring. It point out that we got approximately 3 more years of good life out of that tank before we have to think about painting it. It's certainly one of the things that has to happen pretty soon.

Steve Malizia guessed to put it in another context if I'm not mistaken, the south end tank was about \$950,000 or something like that to build. This is half a million. Once you paint it, it will be serviceable for another 20 odd years. One would presume that if

you brought it back up with the paint job - in other words it's whatever the paint, epoxy or however they do it, we'd get at least another 20 years out of it at half the cost of what it cost to put a new one in down at the south end. Am I correct in that? Mr. Manor said yes you're right. A lot of the costs in painting this tank is that we have lead base paint. So they have to take that all off before they paint it over again. That inflates that cost. Mr. Malizia stated on the outside and not on the inside though. Mr. Manor said yes it's the outside. The inside is epoxy base paint. It's really the paint inside is in pretty good shape. We have a lot of pictures of it in the report. It's not bad. Steve Malizia indicated they actually insert a diver in there to take pictures and to make sure that it's holding up. I think they did that with the other tank - the 2 million gallon tank. There's actually a scuba diver that goes in and takes pictures and examines it and is able to give you a report of where you're at.

Selectman Maddox agreed with Selectman Nadeau. I think we should do the cost analysis. How old is the Gordon Street tank and what is its capacity? Again painting the tank does one thing but it's still a steel tank that's X amount of years old. Again, I think at some point we need to have Weston & Sampson tell us what the cost differential is between putting in a new maybe a larger - because it's only what 750,000. Mr. Malizia believed it's under a million. Again, Selectman Maddox thought those are things we need to look at. I think we should at least Mr. Chairman send the first three items to the CIP.

In response to your request, Bernie Manor stated Pat Colburn had put in this present budget that got turned down a part of the budget we had I think \$25,000 in there for the study to do exactly what you're asking. That would only be half a bit. We were going to spend another \$25,000 in a future year to complete that study but it is no longer any good.

Selectman Nadeau would move the top three to the CIP process. Chairman Coutu asked if the process changed. I thought people could just take the whole thing to the Planning Board. Selectman Maddox was saying, again, they are different years but again I think you're going to muddy the waters as I might cleverly pun. Chairman Coutu indicated there's \$4 million worth of projects in the top three. If I had a choice between that and a fire station, I'd take the fire station. Selectman Maddox pointed out different funding sources. Its apples and cement trucks. Chairman Coutu indicated I have enough explanation. Any further questions? Thank you very much Mr. Manor.

Selectman Nadeau asked what is Mr. Manor bringing forward to the CIP. Chairman Coutu said personally whatever he wants but this Board would suggest that it could be supportive of items 1, 2, and 3. That's why if he wants to push all the others...Steve Malizia said it's more of an early warning system. We're trying to get it in front of them so that if somebody says oh yeah I heard of that. Selectman Nadeau indicated Kevin wants two new stations for his trucks - one at the south end, one at the north end.

Chairman Coutu indicated that is the wrap up of the CIP program. The other items have been deferred so we can go right to other business and remarks by Selectman.

D) Step 2 Grievance - Erica Crawford \*\*POSTPONED FOR FURTHER DISCUSSION\*\*

7. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman Nadeau - I just have a couple of things. The first thing is the Highway Department is starting with their spring cleaning. They've done the sidewalks and the street sweeper you'll see is out. The other thing is I'd like to thank the Highway Department, the Police Department and the Fire Department for all the work that they did during the last storm. Everybody was out there during the storm at different things whether it's basement floodings or roadways that had to be marked as high water but I think that everybody did a great job. Everybody worked well together.

The other thing is the blood drive. Selectman Nadeau didn't know if Selectman Coutu was going to touch on that but that went really well with the Police Department. I heard the amount of blood that they collected and I don't remember if Chief Lavoie - they collected 257 pints of blood. I think that's very good. The businesses in town really stepped up as they usually do supporting the Police Department blood drive. This a very big blood drive in Southern New Hampshire. A lot of people go to it. The HLN reported that there was not a lot of waiting. My wife went unfortunately at 6 o'clock and she had to wait until almost 8 o'clock before they serviced her but she was able to give blood. That was very good how everything worked out. That's it.

Selectman Maddox - I have nothing this evening Mr. Chairman.

Selectman Nichols - I have nothing Sir.

Selectman Coutu - I just have one thing. This morning I put together a committee for the opening of the senior center. We had a meeting this morning. It was an organizational meeting. It turned out to be much more than that. We were able to put together an awful lot of information so that we could proceed. I believe that we will have one additional meeting on May 13<sup>th</sup> which will be the wrap up. The committee is well represented by members of the Council on Aging, the Senior Affairs Committee, Mr. Manor is one of the representatives as well as Lori Bowen the Senior Affairs Coordinator and a few other people. We have set a date of May 31<sup>st</sup> rain or shine. It will be at 1 p.m. in the afternoon. The ceremony will be held in the parking lot that is adjacent to the main entrance to the senior center. We're hopefully going to have two or three pop up tents. I would expect that the ceremony should not last more than a half an hour outside. We'll have a ribbon cutting. Speakers will be limited. Each member of the Board of Selectmen will be asked to say a few words. We'll be inviting former Governor Lynch as well as the present Governor, our State Reps., the committees both for Hudson Cable and the seniors, and obviously the

contractor Brookstone Builders. The Council on Aging is going to have a caterer provide sandwiches. I already warned them this morning that Ben and I are going to chase each other to see who gets out of the ribbon cutting inside to get a sandwich first. They're going to provide sandwiches and a few beverages and pastries. There will also be people who will be giving tours of the senior center as well as the cable television facility. The whole thing will be broadcast. That's where we stand with that. If nobody else has anything.

8. NONPUBLIC SESSION

*Motion by Selectman Nadeau, seconded by Selectman Nichols, to enter Nonpublic Session pursuant to: RSA 91-A:2 I. (a) Strategy or negotiations with respect to collective bargaining; 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 (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 4-0 by roll call.*

Nonpublic Session is being entered at 8:28 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room. Open session is being entered at 9:00 p.m.

9. ADJOURNMENT

*Motion to adjourn at 9:01 p.m. by Selectman Maddox, seconded by Selectman Nadeau, carried 4-0.*

Recorded by HCTV and transcribed by Donna Graham, Recorder.

HUDSON BOARD OF SELECTMEN

\_\_\_\_\_  
Richard J. Maddox, Chairman

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Roger E. Coutu, Selectman

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

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Pat Nichols, Selectman