

HUDSON, NH BOARD OF SELECTMEN
Minutes of the October 22, 2013 Meeting

1. CALL TO ORDER - by Chairman Maddox the meeting of October 22, 2013 at 7:07 p.m. in the Selectmen's Meeting Room at Town Hall. We did have attorney/client so we're a little late.
2. PLEDGE OF ALLEGIANCE - led by Selectman Luszey.
3. ATTENDANCE

Board of Selectmen: Rick Maddox, Nancy Brucker, Roger Coutu, Ted Luszey, Ben Nadeau

Staff/Others: Stephen Malizia, Town Administrator; Donna Graham, Executive Assistant; Patrick Colburn, Town Engineer; Fire Chief Rob Buxton; Bernie Manor; Mike O'Keefe

4. PUBLIC INPUT

Chairman Maddox asked if anyone in the audience wished to address the Board on any issue which the Board has control of at this time. Seeing none.

5. NOMINATIONS AND APPOINTMENTS

A. Nominations and Appointments - Interview

- 1) Cable Committee - (1 vacancy, 1 member term to expire 12/31/2013)

Diane Cannava

Good evening. Diane Cannava, 36 Willow Creek Drive. Chairman Maddox asked for an overview. Diane started with me. I came here in the mid 80s and a few years after that I retired from teaching in Massachusetts. I fulfilled my dream of writing a book. That brought me to the cable access station where I co-produce a show that centers on the book "Empowering your Parent Voice". I got to know Jim and Scott. I got excited every time I went in there because there's so much that I felt was not being used by the community nor the school. When this opening came up, I thought well maybe I can be instrumental seeing I had some contact with them and benefitted positively by my experience with them and get more people in town involved in the situation, especially with the new one coming up.

Chairman Maddox said he had a question. Why wouldn't this be going to a May date rather than December 31st. So you'll grab a new number for me while Selectman Brucker asks her question.

Selectman Brucker was curious. You're interested in programming. Do you have some ideas of what you would do. Ms. Cannava knows Jim is trying to assess some of the school system and I was hoping maybe I could be instrumental in that - getting a need assessment going on and almost doing a presentation as to what there is available. What can you do? What are the possibilities? Thinking of the interest students have and teachers have with their courses. How can we put that altogether somehow so there's some connection between that. I know when I first came into town, there was Studio 19 it was called at that time and there was some input and that's solely missing. The one we have now is like a little hidden jewel I believe but it's going to be very visible shortly and maybe that will instigate people wanting to walk into that building seat and become part of it. Just community wide. Maybe a Facebook page where there's something you post and do whatever. Just some outreach into the community - more visible. Being retired I do have some time and I did think about this. I knew if I wanted to do something like you say organize, I'm on committees, and so forth. They do initiatives. I've done them all my life. You know as a teacher you get involved in those subcommittees and so forth and curriculum development. I just felt maybe some of my skills can be used in a way to get people very involved in what's going on. Just to open their eyes as to what is available. I didn't realize until I walked in that door and met those wonderful people that are very professional and very dedicated. We're very lucky in town to have them.

Motion by Selectman Luszey, seconded by Selectman Brucker, to suspend the rules and nominate and appoint Diane Cannava as a member to the Cable Utility Committee with a term to expire 4/30/2017, carried 5-0.

B. Resignation of Tim Boland from the Recycling/Energy Committee and Conservation Commission

Motion by Selectman Luszey, seconded by Selectman Brucker, to vacate Tim Boland from the Recycling/Energy Committee and the Conservation Commission due to unexcused absences, carried 5-0.

C. Resignation of Crista Gagnon from the Benson Park Committee

Motion by Selectman Nadeau, seconded by Selectman Coutu, to accept the resignation of Crista Gagnon from the Benson Park Committee with the Board's thanks and appreciation, carried 5-0.

6. CONSENT ITEMS

Chairman Maddox asked if any Board member wished to remove any item for separate consideration.

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

A. Assessing Items

- 1) Veteran Tax Credits - Map 184, Lot 032, Sub 081; Map 203, Lot 087, w/recommendation to approve
- 2) Current Use Lien Release - Map 115, Lot 3-2, w/recommendation to approve

B. Water/Sewer Items - NONE

C. Licenses & Permits

- 1) Request to Solicit Funds - Friends of Alvirne Ice Hockey

D. Acceptance of Minutes

- 1) Minutes of the September 10, 2013 Meeting
- 2) Minutes of the September 24, 2013 Meeting

E. Calendar

- 10/23 7:00 Planning Brd - Buxton CD Meeting Room
- 10/24 3:00 Trustees of Trust Funds - Buxton CD Meeting Room
- 10/24 7:00 Board of Selectmen Budget Review - BOS Meeting Room
- 10/24 7:30 Zoning Brd of Adjustment - Buxton CD Meeting Room
- 10/28 7:00 Recycling & Energy Ctes - BOS Meeting Room
- 11/5 7:00 Board of Selectmen Workshop - BOS Meeting Room
- 11/7 6:30 Recreation Cte - BOS Meeting Room
- 11/7 7:00 Benson Park Cte - Buxton CD Meeting Room
- 11/11 VETERANS DAY - TOWN HALL CLOSED
- 11/11 7:00 Conservation Cms - Buxton CD Meeting Room
- 11/12 7:00 Board of Selectmen - BOS Meeting Room
- 11/13 7:00 Planning Brd - Buxton CD Meeting Room
- 11/13 7:00 Benson Park Landscape Cte - BOS Meeting Room
- 11/14 7:30 Zoning Brd of Adjustment - Buxton CD Meeting Room
- 11/19 7:00 Cable Utility Cte - BOS Meeting Room
- 11/20 5:00 Municipal Utility Cte - BOS Meeting Room
- 11/20 7:00 Senior Affairs Cte - Buxton CD Meeting Room
- 11/21 7:00 Benson Park Cte - BOS Meeting Room
- 11/21 7:00 Budget Cte - Buxton CD Meeting Room
- 11/25 7:00 Recycling/Energy Cte - BOS Meeting Room
- 11/26 7:00 Board of Selectmen - BOS Meeting Room
- 11/28 THANKSGIVING - TOWN HALL CLOSED
- 11/29 THANKSGIVING -- TOWN HALL CLOSED

7. OLD BUSINESS

A. Votes taken after the meeting of October 8, 2013

- 1) *Motion by Selectman Coutu, seconded by Selectman Brucker, to hire Melissa Castonguay for the position of Dispatcher within the Fire Department beginning 11/3/2013. This assignment will be a non-exempt position with an hourly rate of \$14.37, probation step, in accordance with the IAFF Local #3154 Contract," as recommended by the Fire Chief, carried 5-0.*
- 2) *Motion by Selectman Coutu, seconded by Selectman Luszey, to adjourn at 8:27 p.m., carried 5-0.*

8. NEW BUSINESS

A. Proposed Change Order - Hudson Senior/HCTV Access Center

Chairman Maddox recognized Town Engineer Patrick Colburn, Clerk of the Works Bernie Manor, and Cable Chairman Mike O'Keefe.

Thank you Mr. Chairman. Patrick Colburn stated that we're here tonight following up on a conversation that we had back in May when you folks authorized additional design services with our consultant architect. Those design services included design of a commercial kitchen and miscellaneous changes throughout the structure that came up following our bid opening. The plans have been received, reviewed, and revised to our satisfaction - the three of us sitting here. As well our general contractor has provided a proposed change order to fulfill those design changes. The change order that we received is in the amount of \$32,875. Those monies are available in our project budget. So we're here tonight to request your support in executing that change order and moving forward.

Motion by Selectman Luszey, seconded by Selectman Coutu, to implement the proposed changes as detailed in the October 17, 2013 Memo from the Town Engineer, carried 5-0.

Patrick Colburn said one other item before we move on from the senior center that I wanted to discuss with you folks and seek your advice. We obviously are servicing the proposed building with municipal sewer and water. The water service actually previously existed on that property. Water access fees are not under discussion but sewer access fees are. I guess my question is whether or not it's the Board's desire to waive those fees for this project or whether you intend to implement those fees for this project.

Selectman Luszey believed we should waive those fees given that it would be the taxpayers paying the user fee for that. Since this is a taxpayer funded sponsored program, we shouldn't be paying ourselves. It's like the old water going back and forth. Chairman Maddox said that is not actually the case. Sewer users are taxpayers but not all taxpayers are sewer users. What is the amount? Mr. Colburn said \$6,541.09.

Motion by Selectman Luszey, seconded by Selectman Brucker to waive the sewer access fees in the amount of \$6,541.09, carried 4-1. Selectman Maddox in opposition.

B. Acceptance of Water Main Extension - SL Chasse Development, LLC

Chairman Maddox recognized Town Engineer Patrick Colburn.

Thanks again. Patrick Colburn indicated this is something that is a formality at this point. This is an extension of the water main that served the St. Joe's facility that was installed back in 2008. The project has somewhat been on hold due to the decline in the economy. Now the structure is built and the applicants come forward and is looking for a CO, we can't issue a CO until such time that the water main is accepted. This was inspected during construction by Gary Webster as is typical. As well, we've received all of the requisite test results for bacteria, pressure. We've been granted a 20 foot easement over the as built water line. So I believe this is ready for formal approval.

Chairman Maddox asked if there were questions from Board members. Is that water line the one that's coming out to Robinson Road that's being driven on now? Is that the water line? Mr. Colburn said no. Chairman Maddox said there's a second driveway coming out of that site now. I was just wondering if that was the easement. Patrick Colburn said no. This comes from if you know that area, you've got St. Joe's - the water line comes in from the back side of St. Joe's under their back parking lot. In that back parking lot, there's a T and it goes from there down through Tate property. So we have an easement over Tate property and then crosses under Christine Drive and ends at SL Chasse Welding. So we have an easement over all of that private land. Chairman Maddox said so there's no hydrant coming out. Patrick indicated not all the way to Robinson. Selectman Luszey asked if we were going to put one there. Chairman Maddox said no.

Motion by Selectman Coutu, seconded by Selectman Nadeau, to accept the water main construction at Christine Drive as recommended by the Municipal Utility Committee and Town Engineer, carried 5-0.

C. REDC 2014 CEDS Steering Committee

Chairman Maddox recognized Town Administrator Steve Malizia.

Steve Malizia indicated that this is from the Regional Economic Development Center formally known as Rockingham Economic Development Center. They're extending an opportunity or an offer to the Town to appoint someone from private business or private industry to a Steering Committee for I believe CEDS stand for - Comprehensive Economic Development Strategy Steering Committee. It's simply an invitation to us. If you'd like to nominate a member of our business community or industry in town to this committee. I don't believe for someone, for any of you as Selectmen but it's more of a business community opportunity. I thought I would at least bring it to your attention.

Selectman Luszey said we can nominate someone but do we know anybody that would be interested in serving on this committee. Mr. Malizia was not sure if they've reached out at all in the community. I saw this letter to us.

Selectman Nadeau thought that we should forward this off to the Chamber of Commerce and let Brenda see if there's anybody in the business community or if anybody is interested, they can contact the Selectmen's office and if we have more than one person that's interested, then we'll do the candidate interviews.

Selectman Coutu said I was going to suggest the same. I can think of somebody who would accept this - Cory Boutin. He's been looking for something to serve on. I think the proper thing to do would be to bring it to the Chamber of Commerce. She could put it out on her website and see if anybody's interested in serving. She could have them fill out the form and mail it in. We don't have to approve this, they have to approve it. Chairman Maddox thought we have to nominate I believe right. Selectman Nadeau said we have to nominate the person. So if we have 2 or 3 people that are interested, then we'd have to go through our avenues. Selectman Coutu said we can interview them. There's no timeframe on this? Mr. Malizia said there is the 31st of October. Chairman Maddox was going to bring it to the Planning Board tomorrow night and see if anybody was interested there. We're meeting on Thursday. Why don't you see if that person is interested? I'll see if anybody is interested at the Planning Board and we'll make a decision on Thursday. Can we carry this over? Can you send this over to Brenda? Ms. Graham said yes.

D. Updated Recreation Director Job Description

Chairman Maddox recognized Town Administrator Steve Malizia.

Back at the Workshop on October 8th, the Board directed that the job description for the Rec. Director be updated to include the added duties of managing the senior services program and supervising the Senior Services Coordinator as well as to reflect that they're the staff liaison for the Benson Park Committee. I've taken the job description that had been previously approved some time ago. You'll see highlighted or bolded the recommended change which I think accomplish articulating that they're in charge of supervising the Senior Services Coordinator, managing the senior services program, and serving as staff liaison to the Benson Park Committee. Obviously it also says "perform other duties as assigned" but those are the things you had asked to have put in.

Selectman Coutu said I made that request. I read the job description and I'm satisfied that the description as it was previously presented to us was adequate and continues to be adequate now with having added the two other responsibilities

Motion by Selectman Coutu, seconded by Selectman Luszey, to approve the Recreation Director job description as revised on October 22, 2013, carried 5-0.

E. Request to post for a full-time Firefighter position

Chairman Maddox recognized Fire Chief Rob Buxton.

Good evening Mr. Chairman and members of the Board. We were put on notice last week by one of our Fire Lieutenants that he will be retiring effective the end of the month. He's a 15 year employee with the Town and moving off into retirement. We're requesting as you realize we have two open positions to date. We would like to get the job posted as soon as possible so we can try to come through with one hiring process.

Motion by Selectman Coutu, seconded by Selectman Luszey, to approve the posting of a full-time Firefighter position.

Selectman Coutu indicated we have a position we're trying to fill presently. How many applications do we have for that position? Chief Buxton said 15 applications currently. We're in the process of reviewing those. Selectman Coutu asked are you going to make a list from those 15. Chief Buxton said yes. We have two available slots out of that 15. If all goes well, Selectman Coutu said you would be expected to come in with 2 recommendations. Chief Buxton said if this is an extension, I'd like to do one hiring of 3. It's certainly easy to put 3 people through a recruit school internally then to start 2 and then start 1 on their own.

Vote: Motion carried 5-0.

F. Action Item Report

Chairman Maddox asked if any members of the Board have any questions, updates.

Selectman Coutu indicated none of these people on probation have reached 5 months yet right. Ms. Graham stated that you asked for a review to come back at 5 months so that you knew if they were going to make their probationary period at 6 months. Chairman Maddox said so you'll check with the department head that you're the liaison to. Selectman Coutu said yes I will. Chairman Maddox noted the same thing with 13-18 which would be Community Development.

Selectman Luszey indicated I'm confused. It says review at 5 months. Five months from 5/14 is 10/14. So why aren't we reviewing? Do I need to go back to math school? Selectman Coutu asked are you stating that we're going to review them. The department head is the one who does the review. I'm going to check with the department head to see if the review is complete. Chairman Maddox said 6 months is the magic date. We put it in here for 5 so that we have time to do the investigation. Selectman Coutu said just remind him that he has another month of probation and I want to know if he's working out and what his assessment is at this time and be prepared to come in - the 6 months is the probationary period. I will ask him if he would be ready to make a recommendation to the Board or give us a summary of his opinion of the person's work habits, etc.

Selectman Luszey asked if we could change the format a little bit then. The way this reads and when I look at it, I would be expecting to take some action based on this is an action item report on 10/3. Chairman Maddox said review with the department head maybe is what it says. Selectman Luszey said yes it should be when they're coming in here and reviewing with us.

Steve Malizia asked if that was new because we've never done that for every employee that works here. I'm just wondering or is that something new? We heard something here that's something new. You want department heads to come in and review all their employees' probation with the Board? Is that what we want? Selectman Coutu and Nadeau said no. Just tell the liaison that everything is working out just fine and be all set with that. Selectman Luszey indicated then it wouldn't be on our action item report. Chairman Maddox indicated to review just to make sure that it is being...Selectman Nadeau said just to tell us to remember to check with your department head.

Selectman Luszey indicated an action item report for me, I would expect to be taking action. It sounds like there's no action for us to take here. Chairman Maddox said there is. Selectman Coutu and Selectman Brucker are both tasked with making sure that everything is fine with those two individuals and they'll just move through the system. I don't think we need to get into that. That was Selectman Luszey's point. If there's a problem, the department head should be coming here and saying there's something wrong and then they're not moving through the system. Chairman Maddox said you were the one that wanted them to be reviewed - the dates. Selectman Luszey said why aren't we reviewing them.

Chairman Maddox asked what is the Board's will. What would you like done on this? Selectman Coutu asked what do you expect us to do go have a non-public session just to go over review of a probationary period. Selectman Luszey said to take them off the list then. Yeah. Selectman Coutu remarked, "really". I'm not in favor of that. Selectman Luszey said we got here because of the situation if you recall. Chairman Maddox said yes but this is a tickler to remind the Board that they hired somebody 5 months ago and to check with the department head to make sure that the dates and the person are working out. I don't think we need to have them come back in and re-interview or assess. That's not...Selectman Luszey stated we're defeating the purpose of the intent of this. The intent was to take action to have that conversation. If we're not going to anything other than have the liaison go back, then it's back to business as usual and take them off the list.

Chairman Maddox said that's your opinion. Does the Board wish to go there?

Selectman Coutu told Selectman Luszey what is the difference with having the department head come in here in non public to tell us that X employee who's doing this particular job is working out great, and he's doing an outstanding job, and I'm going to keep them on, or having that department head tell me as his liaison the very same thing, and I come back to the Board and save us having to bring the Police Chief, or the Fire Chief, or any department head in to tell us the same thing he's going to tell me, or you, or Mrs. Brucker for that matter.

Selectman Luszey said it gives us an opportunity to ask questions of things that we may have observed during that probationary period or heard. Selectman Coutu asked wouldn't it be appropriate that if you or any member of the Selectmen, including myself, if we know if an employee who's on probation and we see or observe something we believe is out of the ordinary - conduct and expected of that person in that position that that Selectman who made that observation would then call the liaison and make him or her aware of it and we would go to our department head and have him or her conduct an investigation as to that observation. Selectman Luszey would say yes but that's not how things happen. If we don't want to have these conversations around this, I'm fine with that.

Selectman Brucker had a question because you asked me about 13-18. It's really the Fire Department. Selectman Coutu said yes. Chairman Maddox said that's right. I'll ask myself. Keep thinking that's a different department some days.

9. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman Nadeau - I had a great weekend. Went to a couple of different things. One of them was the Firefighter's award ceremony. Very, very good food Selectman Coutu made by Lt. Paquette. I did not have time to grab a cupcake for you because I had to run back to the Hills House to close up for the evening for the food drive that I was conducting up at the Hills House. We successfully collected the Hudson/Litchfield News' truck. We have some pictures of it which we'll probably be seeing in the next week or so. We had some generous donations from the people that went to Pumpkinfest but we also had a couple local businesses that made some very generous donations and some local residents who brought up a truckload that they went to BJ's and filled up their personal truck and brought it up and helped us fill ours. It was a very successful food drive and I look forward to doing it again next year. That's all I have this evening.

Selectman Coutu - I have nothing other than to, again, compliment Selectman Nadeau for looking out to the needs of our citizens in this community relative to stocking the food pantry. Thank you Selectman Nadeau.

Selectman Luszey - I drive the senior center. We have at least one wall up. Selectman Nadeau stated we have a floor too. The decking.

Selectman Brucker - I too attended the Firefighter's banquet. I had a very nice time. It was very rewarding to see how much the Fire Department in a year. It was very interesting to see the slide show presentation, to see our new Chief officially become our new Chief, and thank you Ben also for helping with the food.

I went to the Conservation Commission meeting last night. We got a report that Otarnic Pond will need some more work next year because they have really been suffering a lot of invasive species. They also have planned some site walks to our forest lands and trail maintenance. Also it is hunting season. So if you do go out and walk in our town lands, please be sure to wear bright orange piece of clothing.

Selectman Maddox - I, too, went to the awards banquet for the Fire Department. I had the distinct honor thanks to this Board to swear in the new Fire Chief. As I said that night, sometimes this Board can get into the weeds and has been known to spend 5 meetings deciding where a hotdog stand goes. I think it took us seconds to decide who we wanted to replace Chief Murray and that opportunity came forward. I hope that all goes well for him. I know there's a lot of challenges going on but I think we have certainly picked the right man for the job.

Selectman Luszey did have a question. I'm not sure if it's old business or new business. The Supervisors of the Checklist laptop and the carpet question that we had from last week. Do you want to talk about that tonight or do you want to do it Thursday? Chairman Maddox said to wait for budget on Thursday if we can.

Chairman Maddox also said that yes the slide show that the Firefighters put on to show what they do. I suggested strongly to them that they get it over to cable. Again, it showed a myriad of different things that the Fire Department does in this community and I thought it was very informative.

10. NONPUBLIC SESSION

Motion by Selectman Brucker, seconded by Selectman Nadeau, to enter Nonpublic Session pursuant to RSA 91-A:2 (a) Strategy or negotiation with respect to collective bargaining; and 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 Maddox indicated Nonpublic Session is being entered at 7:40 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Open session was entered at 9:19 p.m.

Motion by Selectman Nadeau, seconded by Selectman Coutu, to seal the Nonpublic Session, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Brucker, to hire Robert Fay as the HCTV Assistant at a rate of \$15.00 per hour for up to 20 hours per week effective 10/23/2013, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Luszey, to hire Karen Lawton to fill the vacant full-time Telecommunications Technician position at a rate of pay of \$16.78 per hour according to Hudson Police Employee Association Contract, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Nadeau, to transfer Sheri Macpherson to a part-time status at a rate of pay of \$20.22 per hour according to the Hudson Police Association Contract, carried 5-0.

11. ADJOURNMENT

Motion to adjourn at 9:20 p.m. by Selectman Coutu, seconded by Selectman Brucker, carried 5-0.

Recorded by HGTV and transcribed by Donna Graham, Recorder.

HUDSON BOARD OF SELECTMEN

Richard J. Maddox, Chairman

Nancy Brucker, Selectman

Roger E. Coutu, Selectman

Benjamin Nadeau, Selectman

Ted Luszey, Selectman