

HUDSON, NH BOARD OF SELECTMEN
Minutes of the April 23, 2013 Meeting

1. CALL TO ORDER - by Chairman Maddox the meeting of April 23, 2013 at 7:01 p.m. in the Selectmen's Meeting Room at Town Hall.

Chairman Maddox stated that last week hundreds of thousands of citizens lined the marathon route to watch tens of thousands of runners running for thousands of different reasons - a bucket list, running in memory of someone, or running for a cause. It has been 116 times they have done this before and a testament to the human spirit and physical endurance. All that changed in a matter of 12 seconds. We watch almost nightly tragedy, horror, and human suffering on the nightly news. Earthquakes in China, explosions in Texas, suicide bombers in Beirut but suddenly this was personal and this was local. Boston, our Boston, a place but 45 minutes away where almost all of us have been on many occasions - Logan, Fenway, the Freedom Trail, and yes personal. People and families from the area that we know were there. I would ask for a moment of silence, prayer, reflection for the following: the 4 people who lost their lives; the 180 plus who are injured some of whom are still in critical care today; for the first responders who raced to help not knowing whether there were more explosions to follow; to the medical staff whose skill and dedication most certainly saved lives; and to the ordinary citizens who in the time of need stepped up and did whatever they could to aid their fellow man at this horrific sight. I ask for a moment of silence. Thank you.

2. PLEDGE OF ALLEGIANCE - led by Chairman Maddox.

3. ATTENDANCE

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

Staff/Others: Stephen Malizia, Town Administrator; Fire Chief Shawn Murray, Deputy Chief Rob Buxton; Recreation Director Dave Yates; Town Engineer Patrick Colburn; James Barnes; Bernie Manor; Leo Bernard; Randy Brownrigg

4. PUBLIC INPUT

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

5. NOMINATIONS AND APPOINTMENTS

A. Resignation

Andy Renzullo - member of the Hudson Senior Affairs Committee

Motion by Selectman Coutu, seconded by Selectman Nadeau, to accept with regret the resignation of Andy Renzullo as a member of the Hudson Senior Affairs Committee with the boards thanks and appreciation, carried 5-0.

B. Nominations and Appointments - Interviews

- 1) Conservation Commission - (4 vacancies, 1 member term to expire 12/31/14; 1 alternate term to expire 12/31/13; 1 alternate to expire 12/31/14; 1 alternate to expire 12/31/15)

Raymond Jurewicz - My name is Ray Jurewicz. Thank you for having me tonight. I live at 4 Riviera Road here in Hudson. I've been here about 2 years now. Me and my family moved here from Nashua. I'm here tonight to be considered as a member volunteer for the Conservation Commission.

Selectman Coutu asked Mr. Jurewicz if he's ever attended a Conservation Commission meeting, have you watched them on television. Mr. Jurewicz said he has not attended a meeting but he has watched them on television. Selectman Coutu noticed on the application that you served on the Nashua Planning Board that you want to make a commitment to the community you presently live in which of course is Hudson. You have listed that you think it is important to protect our natural resources, woods, and wetlands. Specifically on the basis of your observation in the Town of Hudson are there any recommendations you would make? I'm not trying to put you on the spot. I'm trying to get you to open to the Board a little. Mr. Jurewicz indicated any recommendations as of right now no. I do feel that I do like the way Hudson is now. I very much would like to protect it. I moved from Nashua for a number of reasons. I don't at this time have any recommendations. I do feel strongly in preserving what we have and I'd like to try to keep it that way.

Chairman Maddox asked if Ray Jurewicz caught our riveting discussion with the Conservation Commission at our last workshop. Mr. Jurewicz said no. Chairman Maddox indicated he was just going over some of the things that again they're kind of an old thing to transition to try to maintain what we already have. I just didn't know if you heard some of that.

Motion by Selectman Brucker, seconded by Selectman Coutu, to suspend the rules and nominate and appoint Raymond Jurewicz as a member to the Conservation Commission with a term to expire 12/31/2014, carried 5-0.

6. CONSENT ITEMS

Chairman Maddox asked if any Board member wished to remove any item for separate consideration. Selectman Brucker indicated that she was going to recuse herself from this item.

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

A. Assessing Items

- 1) Blind Exemption - Map 126, Lot 015, w/recommendation to approve
- 2) Gravel Tax Warrant - Map 141, Lot 001; Map 140, Lot 001; Map 123, Lot 001; Map 150, Lot 013; Map 122, Lot 002, w/recommendation to approve
- 3) Certification of Yield Taxes Assessed/Timber Tax Warrant - Map 219, Lot 001; Map 156, Lot 016, w/recommendation to approve
- 4) Tax Deferral Application - Map 178, Lot 013, Sub. 111, w/recommendation to approve
- 5) 2011 and 2012 Tax Abatement and Settlement - Map 215, Lot 108, w/recommendation to approve
- 6) 2012 Tax Abatement - Map 157, Lot 58, w/recommendation to approve adjustment

B. Water/Sewer Items

- 1) Water Abatements - W-UTL-13-03, w/recommendation to approve

C. Licenses & Permits

- 1) Raffle Permit - Hudson Fish and Game Club
- 2) Request to Solicit Funds - Dunstable/Tyngsboro Lions Club
- 3) Request to Solicit Funds - Veterans Support Organization

D. Acceptance of Minutes

- 1) Minutes of the April 2, 2013 meeting

E. Calendar

- 4/24 7:00 Planning Brd - Buxton CD Meeting Room
- 4/25 7:30 Zoning Brd of Adjustment - Buxton CD Meeting Room
- 5/01 7:00 Planning Board - Buxton CD Meeting Room - tentative
- 5/02 7:00 Benson Landscape Cte - Buxton CD Meeting Room
- 5/02 6:30 Recreation Cte - BOS Meeting Room
- 5/07 7:00 Board of Selectman - BOS Meeting Room
- 5/08 7:00 Planning Board - Buxton CD Meeting Room - tentative
- 5/08 7:00 Benson Landscape Cte - BOS Meeting Room
- 5/09 5:00 Sewer Utility Cte - BOS Meeting Room
- 5/09 7:30 Zoning Brd of Adjustment - Buxton CD Meeting Room
- 5/13 7:00 Conservation Cmsn - Buxton CD Meeting Room
- 5/14 7:00 Board of Selectmen - BOS Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on April 9, 2013

- 1) *Motion by Selectman Coutu, seconded by Selectman Nadeau, to hire Joseph Dale Tessier as the Police Prosecutor, effective date to be determined, with a starting salary of \$66,825 (Step 1) per the Town of Hudson Police, Fire and Town Supervisors Association, carried 5-0.*
- 2) *Motion by Selectman Nadeau, seconded by Selectman Coutu, to hire Frank Girginis as the 2013 Summer Program Coordinator for the fee of \$5,500, carried 5-0.*
- 3) *Motion by Selectman Coutu, seconded by Selectman Nadeau, to hire Cindy Holton as the 2013 Ladies League Softball Coordinator for the fee of \$600, carried 5-0.*
- 4) *Motion to adjourn at 9:33 p.m. by Selectman Coutu, seconded by Selectman Brucker, carried 4-1. Selectman Luszey in opposition.*

B. Permit Technician - approve salary scale and request to post the position

Chairman Maddox recognized Fire Chief Shawn Murray and Deputy Fire Chief Rob Buxton.

Good evening Mr. Chairman and members of the Board. As you know, Chief Murray said Deputy Buxton has been delegated to work on this permit technician and transition. If I may, I'll defer to him and have him give you an update on where we're at.

Before we start, Selectman Luszey would like to know if we have an organization in which we're going to put these people. Right now, we have an inspector's position posted and we're about to post a permit technician yet we have not implemented an organization. Chairman Maddox said they're going to work for the Fire Department as I understand it. Selectman Luszey asked as of when. We have not given a start date. So when we hire these people is that the default start date of the implementation of the new combined inspectional organization? Chairman Maddox asked the Town Administrator for his thoughts.

Steve Malizia said he'd have to research the minutes to see what you've actually done. I'm not sure you've actually pulled the trigger. You put things in motion but I'm not sure you've actually done an organizational where you've blessed an organization. Until you do that, I'm not sure where they go. Chairman Maddox said they're going to go to the Fire Department as the Chairman understands. Selectman Luszey said that was his point. We haven't made that implementation so these people will be hired and you'll have part of them in the Fire Department, part of them sitting in Zoning. You still have inspectors in Zoning. At what point in time do we say that we are implementing a combined inspectional organization and put the governance under the Fire Department for all of these employees? Chairman Maddox believed the Chief is working towards a timeline. I was expecting that they would have something for us to be able to - they're shooting for mid June.

Deputy Buxton said the determination would be is we will be here with a recommendation regarding the inspector's position on May 14th, which is your first official meeting in May - not the workshop but the first full Board meeting in May. It would be my recommendation that at that point we're hiring an employee that technically would report to the Fire Department. We need to come up with that line in the sand which has not been established yet. I think that's at the will of the Board.

Selectman Luszey's feeling is I think we need to establish that line in the sand before we go much further because we're hiring employees that have no home.

Again, Chairman Maddox said if the Board feels the same way we can continue this discussion. I think that we've said all along that the Fire Department is going to be in charge of inspectional services. They are working towards that. Does anybody have any other input? Again as far as I'm concerned, where they're going to work is pretty clearly defined. This position will be working for the Fire Department. They may reside in a different building than the fire station but they are going...Selectman Luszey said they are absolutely right. To me this isn't a physical location discussion. It is an organizational discussion. We have not made that determination. We said we'd like to go forward with it. We cut reqs. for it yet we have not declared that this organization exists. It only exists on a piece of paper as a thought. We have not said go. We have not said implement it as of.

Selectman Coutu promised his wife I wouldn't say much tonight but I have to agree with Selectman Luszey. We've discussed it. We've never formalized it. It would be like having a supermarket with 5 departments but it was never really put on paper. Who's to say the new manager of the dairy department doesn't take 2 kids out of grocery because I didn't see anything that said you worked for grocery. You work for the store. I think we need some structure. It's not a difficult thing to do. Somebody makes a motion to create the division which will be supervised and will be funded through the Fire Department. Second the motion, have a little discussion if we have to. If not, we set the structure. We can set a timeline. He said that we would expect I bet by the first meeting in May he would be ready to introduce having the structure. Having someone come into the structure and I think we need to change, while I'm on the subject, we need to change the job descriptions of any inspector we have working for the town to reflect the organizational structure for which they're going to work for because I think the ones that we're working with now they report to Community Development. It's not a difficult thing to do.

Motion by Selectman Coutu, seconded by Selectman Luszey, that we create an Inspectional Services Division which will be supervised, financed, and budgeted through the Fire Department and they can handle their mechanisms within the Fire Department as of May 14, 2013.

Selectman Coutu thought that, again, there was a lot of discussion. It wasn't formalized and I think I said plenty with regard to the fact that we need to have structure. I had a private conversation with Selectman Luszey just a few minutes before the meeting. I'm going to make sure that we're not loosey goosey any more. We start tightening the reins. This was something that was an omission, not on purpose. It's just in the course of conversation and discussion we never formalized it. I think it's the right thing to do at this point.

From the Chairs position, Chairman Maddox thought we should task the Town Administrator also with getting numbers so that we can transfer monies. If this is going to be official to the Fire Department, he's going to be responsible for these people and these positions to transfer whatever monies are remaining in FY13 as well as the monies for next year's budget which will be coming up shortly. If that's the way the Board would like to go and seeing no further discussion.

Vote: Motion carried 5-0.

Since our last meeting in March, Deputy Buxton indicated that they were tasked with looking at the permit technician's job description and working with the Admin. Support Union regarding the creation of this new position. We have met with them and we have come up with a thought process that this would be a new position and was created. There was no pay scale because we weren't necessarily reclassifying a job that already existed; it was a new job within that group. We made a recommendation for a pay scale in your packet this evening and we have a sample posting for the job description to move forward with and we're looking for authorization for those two things tonight.

Selectman Coutu didn't want people to get the wrong impression here. Perhaps the Town Administrator can help us. I don't want people out there in TV land to think that we're just trying to create this new position and sneak it into the budget. There is an existing position that is vacant correct? Chairman Maddox indicated that's where we got the salary line item from. Steve Malizia said correct. Selectman Coutu stated the way this was just presented it sounded like we're creating a new position. Deputy Buxton apologized. Correct me if I'm wrong, we're reducing one Administrative Aide's position to create. Selectman Coutu said they understood it but the public I don't think would have.

Motion by Selectman Luszey, seconded by Selectman Coutu, to approve the salary scale for the Permit Technician position (\$19.86 to \$21.66 per hour) as recommended by the Fire Chief. The Permit Technician position is a newly created union position and shall be placed in the Hudson Administrative and Support Staff Bargaining Union, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Luszey, to authorize the Fire Chief to post the Permit Technician position both in house and out to the general community, carried 5-0.

8. NEW BUSINESS

A. Acceptance of a donation of \$1,000 from Walmart to be used in the Fire Department

Chairman Maddox recognized Fire Chief Shawn Murray.

Thank you Mr. Chairman. Chief Murray indicated once again the Walmart foundation through Sam's Club here in Hudson has donated \$1,000 to the Fire Department as part of their annual community foundation giving. It's a competitive grant that we applied for. This year we're going to use this funding for equipment for our community CPR and AED program and to further promote our AED program. We ask the Board to consider accepting the donation for that purpose.

Motion by Selectman Luszey, seconded by Selectman Brucker, to accept a donation of \$1,000 from Walmart to be put in the fire donation account with the Board's thanks and appreciation, carried 5-0.

B. Fire Alarm Bucket Truck Bid

Chairman Maddox recognized Fire Chief Shawn Murray.

Thank you Mr. Chairman and members of the Board. The Fire Department conducted a sealed bid process for the sale of the 1970 fire alarm bucket truck. The following steps were taken. It was advertised in The Nashua Telegraph, posted on the Town's website, and posted on the Local Government Center website. A two week bid process was held with a bid opening on Friday, March 29, 2013. As a result, 3 bids were received as follows: Tim Kearns from Litchfield, NH placed a bid of \$2,101.00; Asian Auto Sales from Plaistow, NH placed a bid of \$1,970.00; and Ralph Sanford from Groton, MA, placed a bid of \$2,555.00. I have not come forth with a recommendation on the bid for the Board. I wanted to place this bid in front of the Board for your discussion and for the bids received to see if the Board wants to accept them or reject them.

Chairman Maddox thought the Chair would like to ask you that you told me that you felt that the boom alone was worth more than that. I think that's where the discussion I think we're - did we get a fair number or does the Board want to just be done with this and award...

Before Selectman Nadeau goes ahead and say go ahead and let's do this, the person who's been doing all the work on our boom truck - Chief Murray said over in Nashua Cues...Selectman Nadeau asked if someone could ask them what they think this is worth and what they would be willing to pay for it and see if they're interested in buying it from us. If so and we happen to get more than what this is, then that would be...Chairman Maddox said you have to go out to bid. I can see asking them what the value of the boom might be but if they'd like to buy it, I think is going to be a challenge to do with our regulations. We'd have to go out to bid again I think. Chief Murray thought you could perhaps go out to bid again or try another venue to sell it. Mr. Malizia said its worth what a willing buyer is willing to pay for it.

Selectman Brucker asked if there was any kind of Blue Book value on equipment like this. Chief Murray indicated it was a 1970 chassis on it. It's in good mechanical and hydraulic shape it was maintained and it had to pass a test every year for the aerial bucket. Age is a factor on that chassis of it.

Motion by Selectman Luszey, seconded by Selectman Coutu, to award Ralph Sanford of Groton, MA, as the highest bidder for the sale of the 1970 fire alarm bucket truck in the amount of \$2,555.

Chairman Maddox thought that yes we might be able to but it's probably going to tie up more resources than it's worth doing.

Selectman Brucker asked if we had any use for it. Is there any value in our keeping it? Chief Murray said no. It has to go down the road. Chairman Maddox stated we have a brand new one. Selectman Brucker said it did go up to the Highway Department. Chairman Maddox said they're sharing it between the School Department, Fire Department, and Highway. Again, none of them need it full time. Again if we needed it, we would keep it. It is getting older. Unless the Board wants to spend another round to go out to bid and pay whatever we paid to advertise it and whatever.

Selectman Luszey's comment on this is if we felt so strongly that there was some stated minimum value we should have had that as part of the bid process up front. To come in after saying well we think the bid is a little too low and the boom might be worth more and the whole reason we went after a new truck is because this thing has been costing us money. I think just to keep it around its not wise. The value of it will continue to decrease. We know what we can get for it now and I think we should take it.

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

C. Amending Code of the Town of Hudson Chapter 317 "Vehicles and Traffic"

Chairman Maddox recognized Town Administrator Steve Malizia.

Steve Malizia indicated that the Highway Safety Committee meets on I believe a quarterly basis. As part of their meeting it has been brought to their attention and I believe they concur with the fact that we need a stop sign at the Pelham Road, Bush Hill Road intersection. I believe there is currently a yield sign there. Based on their recommendation, they're recommending a stop sign. When they reviewed yield signs, they also determined that in the code book there's a yield sign articulated for I think the intersection of Pine Road and Winslow Farm Road when in reality there's also a stop sign there which is permitted by ordinance. You really can't have a yield and a stop. The stop is there physically. In the code book, it says yield. What they're asking to do is to remove the two yield signs - one at the Pelham Road - Bush Hill Road and the other at the Winslow Farm Pine Road, and to replace the Pelham Road/Bush Hill Road with a stop sign. What they're asking if you concur, we will send this to a public hearing to amend the code at the May 14, 2013 meeting. That's the recommendation of the Highway Safety Committee of which the Police Chief, the Road Agent, the Fire Chief, the Town Engineer, and I believe a member of the Planning Board members. That is their recommendation.

Selectman Coutu asked if it was appropriate for us to accept the recommendation of the Highway Safety Committee prior to a public hearing. Isn't the purpose of a public hearing to listen to what people have to say and not that people are going to flock in for these but and then we make a decision on the basis of what people say to us. Steve Malizia said you're not changing the code until after you hold a public hearing. If you did not concur with their recommendation, you wouldn't even send it to a public hearing. So all you're simply doing is saying yes we agree with your recommendation. We will now hold the requisite public hearing and if we decide after that public hearing to enact this, you would then vote to enact this ordinance. So you are not changing anything right now. You are merely saying yes we agree. We're going to put it to the next step in order to change the ordinance.

Motion by Selectman Brucker, seconded by Selectman Coutu, to accept the recommendation of the Hudson Highway Safety Committee to amend Chapter 317, Section 317-29 and Section 317-30, and to hold a public hearing on May 14, 2013.

Chairman Maddox said the Safety Committee actually gave us the recommendation Selectman Coutu. So I think it's a function of we're accepting what they said is a good idea. Now we have to go through the process to get it into the code book. I can tell you I've seen people not yielding very much at that intersection on Pelham Road. It's probably a good idea.

Vote: Motion carried 5-0.

D. Bid Recommendation - Construction of a Senior Center/Cable TV Facility

Chairman Maddox recognized Town Engineer Patrick Colburn, Michael O'Keefe, and Bernie Manor.

Thank you Mr. Chairman and members of the Board. Patrick Colburn said as you folks know we solicited bids from general contractors for the construction of the dual purpose senior center/HCTV facility. That bid period concluded. We opened those bids April 5th in this room and publicly read them to all of the folks that were present. I provided the results of that public bid to you and we're here tonight to recommend that this Board award Brookstone Builders the contract for the base bid building work, the site work, and alternate number two and number three. The total of those 3 costs is \$1,616,300. Brookstone Builders is a firm that has been around a long time. They're from Manchester. They utilize subs that you folks are customary to seeing around local firms for electrical, HVAC, etc. We received positive recommendations from our consultant architect whose worked with this firm in the past as well the firm that I came from has worked successfully with these folks in the past - not me personally but certainly others in that office. Bernie Manor our Clerk of the Works for this job solicited a comment from the Town of Brookline, NH, who utilized these folks for the construction of some of their public facilities and received positive recommendation from them. I scheduled a meeting this past Monday with Paula Scales the company's President. She met with Mike O'Keefe, Bernie, and Gary Webster. I wasn't available my wife had a baby on Saturday. I was occupied. The

meeting went smoothly and I think that we have the appropriate level of comfort that I feel comfortable making the recommendation of this Board.

Motion by Selectman Luszey, seconded by Selectman Coutu, to award the bid to Brookstone Builders, Inc., the lowest bidder, for the construction of the Senior Center/Cable TV Facility in the amount of \$1,616,300 representing the building base, site work, and the sprinkler system (alternate #2 and alternate #3) as recommended by the Town Engineer and the Finance Director, carried 5-0.

Chairman Maddox indicated that we've done our due diligence. This contractor looks like the one to use. They're going to do it all as far as the site work. This is going to be hopefully completed - did they give you any idea of time frame for completion? Patrick Colburn said at that meeting actually she suggested that by the end of this year she was comfortable that the building would be open.

Chairman Maddox asked if Mr. Colburn looked into the ledge issue. Mr. Colburn said yes. We can discuss that now or later. The borings that were conducted on site in the area of the building and the area of the sewer trench, the ledge in there at the unit price is provided by our contractor a total of \$14,000.

Chairman Maddox indicated that what the Chair was talking about is we had had discussions with the Town Engineer in regards to capping what our exposure was for the ledge work. With a number like that, we might as well just have the contractor do it all and have Mr. Burns and his crew doing other things in town that need to be done. If the Board is comfortable with all that, we've awaited that bid. Thank you very much gentlemen.

E. Senior Center/HCTV Facility Clerk of the Works

Chairman Maddox recognized Town Administrator Steve Malizia.

At your April 8th meeting, the last meeting of which I was late for, Steve Malizia indicated there was a motion made and approved to hire a Clerk of the Works for this project. I put together a job description that articulates the responsibilities and limits of authority so that you all have an understanding of what this function is doing so everybody is in agreement with it. Mr. Manor who you hired as the Clerk of the Works has seen it. I wanted to get this out there because its important with a project of this magnitude understands what the responsibilities are and in particular on the second page of the job description, paragraph 7 talks about change orders. I put in some language that I believe when Mr. Manor is working in the field if we have to stop construction for every change order that may delay the process as you can all well imagine. I put some limits in there which are certainly up for discussion by the Board. These are just limits that myself and the Town Engineer thought would be reasonable. So we just wanted to articulate the limits of authority and what the actual expectations were to this temporary Clerk of the Works position.

Motion by Selectman Brucker, seconded by Selectman Luszey, to approve the job description for the temporary part-time Hudson Senior Center/HCTV Facility Clerk of the Works position.

Chairman Maddox asked if we just keep some sort of informational running total so we know what those numbers are if there are change orders. Other than that, it makes sense not to...Steve Malizia indicated that we would do purchase orders. I would assume we go through a purchase order. Chairman Maddox said right but just some idea of what we are running into as far as extras so that as we're watching those numbers.

Vote: Motion carried 5-0.

F. Request to apply for a \$10,000 grant through NH Dept. of Cultural Resources for window restoration to the office building in Benson Park

Chairman Maddox recognized Jim Barnes.

Jim Barnes indicated that he was Vice Chair of the Benson Park Committee. Why I'm here today is to formally request the Board of Selectmen to support our request for a grant from DHR. This is a grant for restoration and buildings in this case that have historic importance to the State. It's funded by the license plates funds that DHR collects during the course of the year. That's what we're doing. To give you a little background and why - a couple of weeks ago, Gary Webster said that we needed to come in front of the Board of Selectmen to get support to apply for the grant which I didn't realize that we had to do at this point. I know in order to accept the grant I have to come back. I didn't realize that there was a part of this process that needed Board of Selectmen in the beginning. My apologies for not being here sooner because normally I would have.

Last fall, Mr. Barnes started taking a look at the office building and what it would need to be done to it in order to start doing restoration. I worked with the original historic structures report and as you all know in order to do any work out there since it is one of the three historic structures, we'll have to get the review and approval by NHR to do any kind of projects. That's why I started there. With the Benson Park Building Subcommittee, we came up with a list of projects of various sizes and shapes. I put that together and documented it and with the help of Gary Webster, we send it to DHR for their review. We met with Peter Michaud at the site to take a look at the building and get his comments on the different projects that we were proposing that

could be done. One of the things that came up was the state of the windows. That's when I found out about the grant money that they have available each year. From that, we got more information on the windows and what would need to be done to restore the windows to a somewhat historic state, and then we put together the information there. With Gary Webster's help again, we filled out an application for the grant. That's what we went to apply for that. The schedule is the applications are due this spring and I believe the decisions on grant monies would be in the fall. I don't anticipate any work to be done this calendar year on the windows. It would be next year.

Chairman Maddox asked if there was any match that we have to provide. Mr. Barnes understanding is no we do not have to provide any match for this grant. Chairman Maddox indicated that the total cost of all the windows would be \$20,000. Mr. Barnes said he got one estimate and that's all it was was an estimate. The windows restorer came down and met me on site again. We looked through all the windows. That's where he came up with an estimate. Certainly we'd have to go out to bid and it's possible we would split up the project. If we don't have enough funds, maybe split it up over two years and try to get another grant. The whole restoration of that building is going to take a while. We're not going to be able to fund everything in one year or even in a couple of years. I expect that this whole thing is going to be a process. It's going to take a while.

Motion by Selectman Coutu, seconded by Selectman Luszey, to authorize Jim Barnes to apply for a \$10,000 grant through the NH Dept. of Cultural Resources for window restoration to the office building in Benson Park.

Selectman Luszey indicated that they started down a similar path with the train station getting grants to move it, fix it up, and stuff like that. I see on the second page the total is estimated at \$19,000. We're going to raise the funds or are you expecting the Town to match it? Jim Barnes thought they have several opportunities. One is to fund it through the budget maybe over a couple of years for Benson Park. We have other projects and maintenance work that goes on out there. We could get the Friends of Benson to help us do some fundraising and maybe we go back and apply for a second grant. Again, I don't know that we haven't gone out for official bids on any of this and I think it is premature. We don't know how close the final costs will be to that estimate.

Selectman Luszey asked if they had something in writing from DRA that agrees with what you're trying to do here and that they're not going to keep putting additional requirements on you over time. Mr. Barnes indicated all the projects that we have to do - I do have a letter from Peter Michaud supporting us in doing the windows project. There's no commitment in there that he won't add a lot of requirements onto it. Selectman Luszey indicated that was his concern. We can approve this and then we can start going down a train station scenario. If we're going to do this what I'd like to see is some type of document from DRA that says they're agreeing to this work and this work only and they're going to hold to it for say a 5 year period so that we're not strapped with additional requirements should something pop up and now you need to do this.

On page two of the document, Selectman Coutu thought we're tying our hands. I listened to what Mr. Barnes said and I think it was a viable solution to the problem. Obviously it's going to take more than \$10,000. Any one of us who had paid close attention to that building and I remember when we first applied for the first trail grant, we didn't realize that we could continue to apply every year. Since we've received a second round of funding on the trail grant. I don't think it's inconceivable that we wouldn't be granted the second \$10,000. We could certainly do this in two phases and be approved for the first phase. At least have that much completed. What I don't like is that there's a portion in here that said that we would do this with the State funding and with town funds. Chairman Maddox said within a year. Selectman Coutu said you're applying for a \$10,000 grant, you shouldn't design a \$20,000 project. You should design a \$10,000 project and submit it just like we did with the trail grant. We applied I believe for \$20,000, we came up with a \$20,000 plan and it was approved. The luxury of the trail grant as I remember it Jim is any excess money at the end of the year they let us roll it over. We applied to roll it over and they allowed us to do it. In this particular situation obviously like you said we go out to bid, it could be a lot less than 19, and it could be a little more. That's all I've got to say. It's just that it says in here that we were going to do this with their money plus town money and town money. It doesn't say maybe town money. It says and town money. I don't like having that in there. That could be tying our hands.

Selectman Luszey indicated the last paragraph where it says "grant money and other town funds to complete the project within a year time frame or sooner". Selectman Coutu said it was the "and town funds" that scare me. Chairman Maddox didn't think you're not going to get another round of grants to be able to...Selectman Coutu said that's what they said about the trail grant in one year but they let us carry money over and apply the following year for another grant and we were approved the second time as well. This is a little different in that it's collected within the State. It's as a result of the sale of moose plates. So they derive their income. Usually like the trail grant comes from the federal government and they don't like returning money to the federal government because the next go around, the federal government, they say well New Hampshire doesn't need that kind of money. That's why they like to grant extensions, let you apply again. This may be a little different. I've seen a moose plate but never knew they were using the money to fix historical buildings with the funds.

Chairman Maddox asked that we approve this motion because all it is is submitting and not accepting. Mr. Barnes and the Benson Park Committee have to really kind of do some soul searching to see whether they would be willing to fund this through their budget if the State was to grant us the \$10,000 where would we get the other \$10,000 to complete it within a year. Again, I think that we're just at this point seeing if we make the cut to get this grant. They're going to have to make a decision whether they want to actually accept it knowing it could affect their budget.

Selectman Coutu said he truly believe when they talk about "will be completed with the grant money and other town funds to complete the project within a year time frame or sooner", that would be the project that's being proposed to them. It doesn't mean if \$10,000 will only do half the building, we're only going to present them a half a building plan. We'll have it done in a year and we hopefully can go back to next year and get the other \$10,000 or in the event there are no funds available as Mr. Barnes suggested, perhaps they could have a fundraisers just for this particular project.

Selectman Luszey asked if this was the plan that was submitted to them. It's \$19,000. Chairman Maddox thought that was the question we have to ask ourselves. As I read this, somebody is going to have to pay the other money to finish it. I'm not sure that we can then say we did half the project with your \$10,000 could we have another grant.

Selectman Brucker asked what would you do if you don't get the grant money. Jim Barnes indicated it would stay as is. We do have a couple of small projects that we're doing out of next year's budget to help stabilize the building. We're going to have to do those anyway and probably do just a couple of small projects. There are a lot of projects that could be done over time. We're not doing them very fast and one of the things we'll have to look at is what order we want to do all the different projects. At this point, there are other things we could do and we probably wouldn't be doing much in the way of restoring windows. We might be out having some temporary changes where we're opening up a couple of windows just to get some light in the building temporarily. If we didn't get this money, then a project like that we'd have to figure out if we could fund it through our budget, or do fundraising, or whatever. We'd have to do some more planning.

Selectman Brucker asked if you're restricted because this is a historical building. Do you have to do things in a certain way? Jim Barnes said yes we have to. In fact the State wants to have prior notification of 60 days before we start anything out there so that they can review it and approve it. There are a lot of different things that they're looking at as far as removal of lead paint, restoring the clay tile roof on the kitchen, and other different things there. Selectman Brucker said even if you decided you didn't want to put the historical windows in, you couldn't do that. With none of their money? Mr. Barnes said that was correct. We asked them specifically. Regardless of whether we get the grant or not, we asked them specifically if we could use vinyl replacement windows and the answer was no.

Chairman Maddox said everyone was whispering train station a I don't disagree. If you read the certification, it says that Mr. Webster is signing and that quote is on the back of it for \$19,000. Again, we're asking to apply at this point. I think there needs to be a little bit more research. I'm not sure that somebody is going to have to come up with the remaining balance to complete the project within a certain time frame. Again, those are things that we can do some research on before we accept the grant.

Selectman Luszey understood your thinking to accept the motion to apply but I don't think it would be wise for us to be applying to a state agency for a grant if we then refuse it. I would think we would want all of our questions answered before we actually apply should they approve it so that we could accept it. Chairman Maddox said there's both sides of that.

Selectman Coutu asked if the application has been filed. Mr. Barnes believed Mr. Webster did send it in. Selectman Coutu stated this is one of the ones that got caught. As Jim explained initially, it came in through the back door. The application is already into Concord. We have a procedure that I guess wasn't clearly enunciated to a lot of people about how we apply for grants. People come to us ask if they can apply, we approve it, and we accept the money.

Jim Barnes said if it's the will of the Board not to apply to that, then I will contact the State and withdraw the application.

Selectman Luszey was of the opinion that maybe what we want to do because until we get all the answers on how this is going to be fully funded, I would not want to see us make application, be approved, and then reject the grant.

Chairman Maddox indicated that it's already in. Let's see where this takes us. We can do the research fairly quickly before hopefully if it's going to take months to get the approval, we might be able to say we're not going to take it in 3 months and still before they would have approved it anyway.

Selectman Nadeau said what happens is if we put this in and we have it in and we get accepted and 2 or 3 other towns turned theirs down there's a chance that we could end up with \$15,000 instead of \$10,000 or we can turn it down and that happens to some other town that gets \$15,000 instead of \$10,000 if we decide not to accept the grant. One of the things is this could turn into train station two but I'm hoping that it doesn't and I'm hoping that we come up with a plan to pay for the other half of the windows via fundraising or different avenues like that. The Benson Committee went over this and talked about it. The same questions that were asked here can we put vinyl sided windows in came up multiple times. I wish the State would see the light and go with the new windows that are out there that look like the old windows that are vinyl windows. The State is the State. Hopefully we can have that conversation with them and maybe change their ideas and things.

Selectman Luszey indicated it's a historical building. That's the problem. Do you have a list of priorities what you were going to do prior to this grant? Jim Barnes said they had two small projects that we've planned for for this summer. One is the front sill on the building has rotted. If you take a look at the building along the length of it, you can see that it's sagging. That needs to be shored up, new sill plates in there, and the beams in the cellar reinforced so that we have a stable structure. I wouldn't want to do anything with windows until that happened. Selectman Luszey asked if replacing the windows on your top two lists of priorities. Mr. Barnes said it was early on yes.

Selectman Nadeau stated the roof was number one. We did the roof and then they were talking about putting the windows and other things came up. Yes it was on the radar before the grant came up.

Chairman Maddox said the motion is to apply. I think that we all have some concerns but let us at least address getting this formalized. This is why we want you to come to the Board because sometimes it may not be something that the Town wants to take on. The way I read this, and again some clarification needs to be found, someone is going to have to come up with the rest of the money.

Vote: Motion carried 5-0.

G. Reimbursement from Sewer Capital Reserve Fund

Chairman Maddox recognized Bernie Manor and the Town Administrator Steve Malizia.

As you are aware, Steve Malizia stated the Sewer Utility pays or the Town owns 12.58 percent of the Nashua Wastewater Treatment Plant and as such any capital improvements we bear our share. It appears that after some conversation with the folks over in Nashua, the Sewer Utility Committee is making a recommendation that the Town had budgeted \$113,000 as our payment this year for sewer improvements. What the Sewer Utility is recommending is apparently that we've paid our share of the expense. Now what they're saying is in lieu of going to the Trustees to get the money from the reserve fund just to put it back into sewer, they believe that there's sufficient funds in the sewer fund where they don't have to seek reimbursement. I think they're looking for a consensus to basically go along with their motion to not request reimbursement. We have capital reserve funds for various things for the Nashua Wastewater Treatment Plant and for our own system. In order to preserve funds for some necessary maybe projects coming up - possibly an expansion of the plant and possibly some work in Hudson. I think what you're asking is that in lieu of going for reimbursement, you want to just pay for this year's expense out of the sewer checkbook as we say. There are sufficient funds from a cash flow perspective that basically they're taking money out of a savings account, putting it in a checking account, and they don't need it in a checking account. I believe what you're trying to articulate.

Bernie Manor indicated that was their intent. We have it in the checking account and I didn't think there was a need to go to the capital reserve to get the funds, put it in the checking account, and then turn around and put our money from the checking account into the capital reserve. It's a paper trail.

As we do things in a budget process, Steve Malizia said we articulate the revenues and what not. What they're just basically saying is they believe their review indicates there's sufficient funds in the checkbook. Why do all this paperwork when it's really unnecessary in their opinion. Selectman Luszey agreed.

Chairman Maddox said this is just a consensus. The Board believes that this is the way we should follow the recommendation of the Sewer Utility. There's no motion here. Quite frankly, Steve Malizia said you'd have a motion to seek reimbursement. Where you're not seeking reimbursement, why make a motion to do nothing. I believe they wanted to at least get the consensus that that's the course we're going to follow. Mr. Manor said they're trying to save money.

H. Public Hearing - amending Town Code, Chapter 205, Fees, Section 205-11 Recreation Department Fees

Chairman Maddox recognized Recreation Director Dave Yates.

Good evening. Dave Yates indicated that the Board has the fee schedule in front of you and we're coming back to see if it will be approved.

Chairman Maddox opened a public hearing at 8:05 p.m. Does anyone in the audience wish to speak on this item? Clearly enunciate your name and address for the recorder.

Randy Brownrigg - Little Hales Lane. Thank you Selectmen and Selectwoman to let me address this. I think some of these prices are kind of high myself. I was looking at Chapter 205 from last year's fees to this year's fees. I was looking under R205 for some of the things. If you look at summer program for out of towners, \$350. That's the first time we've had that. If you look under Chapter 205, and I went through it, there was nothing before for out of towners before. Along that same line, I don't know does that out of towners also include the increased for this year's people who are residents? You have \$350. What's the family going to pay for a member in the town? You have additional family. You don't have what a family first person is going to pay.

Chairman Maddox guessed the summer program which is \$250, the same as it was.

Mr. Brownrigg said no because over here...that's not indicated in here and I was just wondering that. Selectman Luszey offered that these were only the increases. Chairman Maddox asked if he had this page that has the old and the new. Mr. Brownrigg said no. It wasn't offered to us on the website. If you go down, I have questions on the lacrosse program - \$125. What does that cover? Dave Yates said lacrosse covers the registration fee to USA Lacrosse which I believe is \$25 per player, all of the

Certifications for the coaches, which is \$150 per coach, we spent \$5,000 on equipment this year. It covers referees. These costs are definitely...if you look on Nashua's lacrosse program, I think they're charging \$175 per kid. I always try to keep our prices reasonable. Lacrosse is an expensive program to run. That's why it's much higher than all of our other rec. sports programs.

The other question, Mr. Brownrigg didn't know lacrosse so I'm asking. What's Fiddle Stix? I don't know. Dave Yates commented that Fiddle Stix is just a beginning program. Its 1 hour every Saturday morning for 8 weeks. It's a lot less detail. We don't have to pay for referees. We did buy some equipment. It's an instructional program.

Mr. Brownrigg's other question is Invitational Basketball Tournament. I think \$240 myself is a little high. Mr. Yates said we're still lower than compatible programs. Londonderry charges I think \$325 each year or \$300. \$240 is still going to be the cheapest tournament and its people from out of town are paying those fees. In comparison, we're not charging town residents. This is people that are coming to our tournament each year. It helps offset some of the costs for our program. Mr. Brownrigg said okay. That's all my questions. I just think some of the fees were a little high. You explained yourself okay. I appreciate it.

Chairman Maddox closed the public hearing at 8:08 p.m.

Motion by Selectman Brucker, seconded by Selectman Coutu, to adopt the amendment to Town Code, Chapter 205, Fees, §205-11 Recreation Department fees as outlined in the public notice, carried 5-0.

I. Request for Release of Library Impact Fees

Chairman Maddox recognized Town Administrator Steve Malizia.

Steve Malizia said the Planning Board is recommending favorably to the Board of Selectmen the release of impact fees for the library in the amount of \$14,182.31 plus any accrued interest. The said sum to be expended by the Library Board of Trustees for the exclusive purpose of completing the landscaping at the Rodger's Memorial Library on 194 Derry Street. That is from the Planning Board to the Board of Selectmen. The Board of Selectmen would approve the release of those remaining funds to the Library Trustees if you agree with the Planning Board's recommendation.

Motion by Selectman Brucker, seconded by Selectman Coutu, to release the remaining Library Impact fees in the amount of \$14,182.31, plus interest, to the Hudson Library Board of Trustees for the exclusive purpose of completing the landscaping at the Rodgers Memorial Library in Hudson as recommended by the Planning Board.

Selectman Brucker thought that because it's the exclusive purpose of completing the landscaping that it looks like the money was earmarked for that at some point.

Selectman Coutu was disagreeing with Chairman Maddox's assessment. It wasn't collected for that. It was collected for the library. Chairman Maddox said the Planning Board now that we have a gift of a library had stopped collecting impact fees for the library. This was the money that was remaining in that account as it continued until such time as the Planning Board made a motion to stop collecting it. The library believes that they still have outside work to be done. This will complete that.

Selectman Luszey indicated that that may be true but the Library Trustees also received funds from the sale of properties for the purpose of fit up and what not. I'm wondering given that they have all these funds available to them, the monies that were collected through the Planning Board process, the impact fees, can those be returned back to the general fund to offset the tax rate? Chairman Maddox said no. Selectman Luszey said they're going to the library no matter what. Chairman Maddox said no. If we decide not to do this, it will sit in an account until such time as the time clock expires and then they will be returned to the developers who paid them.

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

J. Request for Release of Tax Mapping Fees

Chairman Maddox recognized Town Administrator Steve Malizia.

Steve Malizia said we also collect money for the purpose of keeping our tax maps updated as subdivisions come in, parcels get re-divided. There is a burden on our mapping system. As a regular course of business, we collect funds for that purpose. At this point in time, there's been a request through the Assessing office to the Planning Board to release up to \$2,800 to update our tax maps and digital data for 2013. That would encompass all the changes that have occurred and our maps will be up to date. The Planning Board is recommending the approval of an expenditure up to \$2,800 from the Town's tax mapping account for the purpose of updating the Town's assessing maps and digital data for 2013.

Motion by Selectman Coutu, seconded by Selectman Brucker, to approve the expenditure of up to \$2,800.00 from the Town's Tax Map Updating Account 1312-505 for the purpose of updating the Town's Assessing Maps and Digital Data for 2013 as recommended by the Planning Board.

Chairman Maddox had a question. I was at this meeting. The Planning Board got the request. The following week I went to NRPC and they said that they would have done it for free. I'm kind of confused Mr. Malizia why you wouldn't utilize the free service. Mr. Malizia said you've caught me unaware. I have no idea what the NRPC would do for free. I'm not aware that they do anything for free in this realm but if they do, I suppose we can look into it. Chairman Maddox said he didn't get a chance. I skipped over this when I saw my packet. I just went to the meeting and they were talking about they had just done it for two other communities. I said you do and they said yes we do. They'll do it for free. Why would we pay \$2,800 but maybe there's a reason. That's why I was wondering if there's something that we have a different system than everybody else. Mr. Malizia didn't know that we have a different system. I know that on a regular basis we update our tax maps. That's what I know. Chairman Maddox said ever year we've been approving this. It comes to the Planning Board and then it goes to us. If somebody is willing to do it for free, I don't know all the facts and figures but I think maybe if we could wait until the next meeting and put the two parties together and see what the reason is that we can't get it done for free.

Selectman Coutu asked if we could find out what the relationship is between our Town Planner and the NRPC. I was going to ask the question. I thought NRPC did free mapping. I had heard it in a previous discussion. Then I said they must have looked into this and this is the only way we can do it. Chairman Maddox said it skipped his mind until I got here tonight. Again, I guess we'll put this motion off for the next meeting and let's maybe get some answers. It may be necessary to do this but might as well ask the question.

Selectman Luszey asked the Chairman if he was suggesting that we put an action item on our list to have the Town Planner look into it for the next meeting. Chairman Maddox thought that was an excellent idea. Then we'll put this off until the next meeting and we'll have some answers at that time.

K. Request to Post Position - Administrative Aide - Board of Selectmen and Town Administrator's Office

Chairman Maddox recognized Town Administrator Steve Malizia.

As you are well aware, Steve Malizia said we've received a retirement letter from our long serving Administrative Aide. She'll be leaving the Town's employ May 31st. She's been with us for 29 years approximately in the Selectmen's office providing administration support to both myself and to this office and to other departments in town. I'm requesting the approval to post for the replacement of this position.

Motion by Selectman Brucker, seconded by Selectman Coutu, to authorize the Town Administrator to post and advertise for the Board of Selectmen and Town Administrator's office Administrative Aide position.

Selectman Luszey indicated that this is the third Administrative Aide I believe that we've had leave the Town's employment or relocate to another organization in the last 9 months. I think it would behoove us to really take a hard look, and I'll say it again, on how many Administrative Aides we need in the Town to perform the work that's required of an Administrative Aide given the technology that we've put in place. I'm not saying this position isn't necessary but I really would like us to take a hard look at if we're going to replace this person or any other person, what is the right set of skills that we need to bring in so we're not having a bunch of Administrative Aides brought in.

Selectman Brucker asked Mr. Malizia if he had some thoughts about that position. Anything different other than what we have here? Steve Malizia said he and the Chairman have had a brief conversation. We do see some opportunities for perhaps some expansion and/or some new skill sets there. One would potentially be some web page work keeping our web page say more current and up to date. This would be a perfect opportunity to look for someone that has some more of those skills so that we can take the burden off of some of the IT folks from doing what I'll call clerical work or IT web page not design so much. I don't want to get into the architecture of how a web page is together but how our web page communicates with our citizens. There's been conversation about bumping up some of the skill set for that as well as potentially providing some administrative services for that department. Currently the person that does this job provides administrative services to departments such as Cable and does a lot of their purchase orders, tracks all of their goods and services that come in because there's no full time. There's no full time department, there's no department per say. We know that sometimes IT spends time doing that tracking and this could be a position where it's administrative support. We could take some of that burden off of some of those groups that don't have specific dedicated administrative personnel. In other words, the department head or someone making pretty good money is doing it. Those are some thoughts.

Mr. Malizia said particular with the website keep taking that burden and maybe consolidating that more in the administration office so that the page is fresher and perhaps provides more timely data to our citizens as opposed to maybe getting input from different departments, different sources that this would be a clearing house and a central point of doing that. From a skill set perspective, I could see this individual doing that function. That's an example.

Chairman Maddox indicated at the bottom of the first page it says "maintains Town Hall bulletin boards". I think we need to come into the electronic age and that's why I thought that here's a chance to have this person, as I said at the last meeting, agendas - up to date. The calendars up to date. Again, a web page that's much more refreshed more often. It's pretty static. I think that at the very least we should amend this job description to include, and Selectman Luszey help me out here, but some sort of web design or web...Selectman Luszey said a digital content manager. You're not going to hire a digital content manager to do administrative aide tasks. That's just not in the realm of what they went to school for. That's why I think it's

important that we kind of like step back for a moment here and take a look at the work that needs to take place. We have a number of positions open and we fill them with the right people and skills now instead of just going after the same position over and over. The Administrative Aide job descriptions that I have that were given to me when I started down this road talk about using typewriters. We don't use typewriters all that much anymore, shorthand, and things like that. We need to freshen up the job descriptions and what is it we want these people to do.

As Chairman Maddox reads this particular one, there is no reference of any of that type of thing. It is pretty much what the existing person was doing. I would just like to add somebody - if you're saying you would not get somebody with the skill set we need to be able to maintain a website, they're not going to design it per say or be the back end...Selectman Luszey said you're asking for a digital content manager. Chairman Maddox indicated I'm looking for a digital content person. I don't need a manager of one person. Selectman Luszey said that person's expectations would not be they're going to be sitting behind a desk answering the telephone for somebody.

Chairman Maddox said we don't have the need for a full time person in that capacity. Again, we're trying to fill this position but also get more...Selectman Luszey said he wasn't disagreeing with you but we haven't given it a whole lot of thought and baked what it is we want this person to do. You had some thoughts about doing some web stuff. That's one thought. When I take a look at the general read box, everything goes to file. Well I'm wondering why we are still filing hard copy documents when everything is in electronic form today. If we weren't doing that, would we still need this person or the number of people that we have managing pieces of paper?

Selectman Brucker thought that there may be the issue of that's how we receive it in the office. It comes in as paper. I wouldn't want somebody to have to take the trouble to scan it for us. Is that what you're suggesting? Selectman Luszey said no. The majority of the documents that you see in your general read are an electronic file that was created...Steve Malizia said it is mail that comes in, physical paper mail. The reason it goes into general read so we don't waste paper putting it in each individual's mailbox. Selectman Luszey said the mail that comes in yes but the stuff that I see...Mr. Malizia said in general read comes in...Selectman Luszey said that has been produced out of our Zoning Administrator's office, our Planning office are all files that were produced electronically that were printed out, signed, and then filed. Mr. Malizia indicated that a subset of that is correct. If we produced a document ourselves as a letter to a violator for example, yes that is true. We do it here. They make a copy and send it over to us. We could certainly do that differently but a lot of the other material does come in the US mail. It is distributed for you folks. We're not getting electronically that stuff. What Selectman Luszey was saying if we take a look at the stuff we generate, there's a cc that says Board of Selectmen a cc that says the department head, a cc that says file. Why? Mr. Malizia assumed there file is electronic as they all are over there. When I say their file, I'm referring to the Zoning Department which the documents you're talking about are coming from. Selectman Luszey said there are an awful lot of filing cabinets over there because people say they have to file it.

Chairman Maddox indicated that we are scanning. Almost all of the file cabinets in Community Development have gone away. They are all by map and lot number. I think that when someone comes in to redo this job, some of those filing cabinets will probably go away as we go through them and purge some of the 1970 stuff that maybe in some of the draws. We should scan some of it. Some stuff has to stay as paper. Some of it needs to be personnel files or those kinds of things. Board member where do we want to go with this? You have a motion to post this position. Do we want to change it to add some electronic knowledge, or are we just going to go with what we got, or do we backup as Selectman Luszey is indicating and take a look at our Administrative Aide as a whole? Selectman Luszey said as a whole pool.

Selectman Nadeau thought that we should add some of the wording that we used tonight about the electronic stuff. The maintaining of the boards out here in Town Hall, a lot of those posting that we have to put up there are put there by law. If we had an electronic white board out there...Selectman Luszey said that's not what I'm talking about. That's what Selectman Nadeau said he was talking about. We need to add that into here. Yes we do need to look at the pool as a whole but when are we going to do that? Selectman Luszey said given a couple of vacancies, I think now would be the time.

Chairman Maddox's inclination if I'm reading you correctly is to post this hoping to get some more electronic expertise.

Selectman Brucker said she liked that idea. When is she leaving? Mr. Malizia said May 31st is her retirement date. The way things are, Selectman Brucker said somebody has to be in that position or Steve and Donna will be doing all of that, which is not a good thing.

Selectman Coutu said he had nothing at this time.

Chairman Maddox told Selectman Luszey that we have looked at some of these positions that have become vacant. We have not filled a couple of them as we're trying to get the right person for the right job. I'm trying to figure out how we would back up and take a look at universally all of the Administrative Aides within the town.

Selectman Luszey thought the Chairman's first task would be is to do a detailed work flow literally like what they do every day, how long it takes them, do an analysis of that, and determine what you need for people. It could be one, it could be two, could be five, could be a half a person. Then add the things that you want new in that position. Chairman Maddox said to go down that road just so that I'm clear, we would have to bring in somebody to do this function? We don't have a...Selectman Luszey is mystified because in my old job, I had to do this as a manager. I would think the department heads and the Administrator

could do this work. They know what those people do every day. They can sit down there and literally create a list of tasks of how long it takes them to do it. When I had to zero based budgeting, I had to create a budget for manpower from ground zero. I had to figure out what was going to get done, how many people I needed to go get approval. That's what a manager does. Work force planning. I would think our department heads and our Administrator could do that. I don't think we need to go outside and hire a consultant to do that. Chairman Maddox thought we are doing some of that where we're doing our reassessment up in Community Development. We're not replacing one for one. We have decided to change some things up over there. It's all in one pool if you would. If the Police Chief said he had a need for 1.7 people, do we take the .3 and put them to the Fire Department? When you work at your company you can move people as you so need. I'm just wondering...again if the Board wants to go down that road. Selectman Luszey said we just post it and business as usual.

Selectman Brucker said some of the basic duties still have to be done and we're just adding the computer web page skills to it. If there's a person there doing this now and we add more to it, I don't think we'd reduce the number of people we need in that job.

Selectman Coutu said there's still a lot of questions to answer. I'm not going to support this - not in its present condition no. We're not going to modify the job description in any way, we're just going to post this like this and it's going to be the duties. I don't think that's what the Town Administrator was looking for. I don't think that's what you were looking for. Now we're authorizing it to fill it as it exists.

Chairman Maddox didn't disagree that we should modify it.

Selectman Coutu said when you look at the organizational structure, this is a unique situation. This is the Administrative office of the Town of Hudson. That person works directly for the Town Administrator. Donna on the other hand, she works for the Board of Selectmen directly. Do we need somebody in this position? Yes we do. Why? Because the Town Administrator is out on meetings, he's got people coming in the office meeting with him. He's going to this department, that department. He may be out going to Highway for whatever reason or wherever in town. Donna might be sitting down with her headphones on trying to get all of our minutes typed up and organized. She's answering the phones relative to inquiries being made of the Board of Selectmen. She looks up minutes and archives to try and research some of that product. This person serves as the official greeter to the Administrative office. I've watched her. We've had this discussion. She's running down the hallway trying to direct people, she's answering phones, she's having limited discussion and sometimes lengthy discussions with people. She does what she's asked to do by the Town Administrator. She maintains a lot of the files in the archives. It's just overwhelming sometimes and other days it very light. I understand that. It's different in our world than it is in the corporate world. I expect different things from my employees but at the same time having been subjected to both the private and the private sector, I would run my company like a Dell or a Hewlett Packard. This isn't Hewlett Packard. It's not Dell. I would incorporate some of the features of both. I don't think we're lacking in management skills.

Selectman Coutu thought we are bound by the space that we have because there's no money to build a new building that would be adaptable to future needs for the Town of Hudson. I don't think we made a hasty decision in what we're going to do with the Inspectional Services Division at Community Development. However, and I take responsibility as well as we all should that we didn't give much thought to what if something major should happen in the Town of Hudson and we have to bring a couple new people in here for 6 months, 12 months, or 18 months whatever it is to get the plan through such as - and please ladies and gentlemen I know nothing about a casino for Hudson but like when that happened, you had to bring on another staff person. There was a lot of hustle and bustle. If there's a building boom as a result of something of that magnitude, it could be a campus up behind St. Kathryn. That big development that's potential development over there. We're going to be short some space. We're limited to having to have people with many skill sets in order to get a lot of things done that need to be done.

Mr. Malizia and Selectman Coutu had a brief conversation about the position. I said to him if we were going to for example have this person do other things, he said well Donna and I are going to have to pitch in more. If this person is on vacation, obviously somebody has to answer the phone. They'll have to redo their scheduling to accommodate that. This position I think is a critical position. Not because it's in the Board of Selectmen's office. It's not being greedy and saying well we need this person. She works for the Town Administrator. He definitely needs an Administrative Aide. He is for the lack of any other terminology that I can come up with except manages the Town, he certainly does at our direction. He needs to have somebody there that's going to answer phones for him, get things sent out, and whatever he needs to have done whether it's her or Donna - this position or the other position. I don't want to have my hands tied to this job description. Is there a rush to have this posted within the next 7 days? Mr. Malizia indicated that you're not meeting until the 7th again and then your next regular meeting is the 14th of May. I'll do whatever the Board directs. I'm simply saying that she's leaving May 31st. It doesn't mean anybody is going to be here May 31st.

Selectman Luszey said if we were to postpone posting this and to give an opportunity to update this when she leaves, could you get by with a temp. person? Steve Malizia said he'd have to go to an agency. That person would probably have limited skills. They'll be able to answer the phone and do some other tasks but I don't know how much training - I'm certainly not going to have them be the backup welfare person. I don't think that's fair to them nor is it fair to the clients, which is a function that this position does. Yes we'll have someone here to receive people, and to answer phones, and to assist with mail distribution. It's going to take obviously some training for that person. I'm not going to invest a hell of a lot of time in them. Selectman Luszey said nor would I. Mr. Malizia said a body, yes we can call up a temp. agency and get a body sitting there and get them some rudimentary - here's how you answer the phone; here's how you route this; here's how you deal with this.

For Selectman Luszey getting this updated with what it is we need in there now. At a minimum, Mr. Malizia said we need the things that are articulated in there. This function is the backup to the Town's Welfare Administrator, has access to the files, has access to the data. This person serves as for example the community grants facilitator and works with those folks - the folks that come in for the grants and deals with that, does the mail. These are minimums. If we'd like to try to put some other responsibilities there that's certainly fine but none of this is going away as far as I see it.

Chairman Maddox said there's only a couple of bullet points we want to add here. I don't disagree that we want to put something in but either way 3 weeks to do that. Selectman Coutu said it depends on what direction we're going into. Do we want the person to have a skill set that's somewhat web page oriented? Do we want them to have a different kind of skill set to give them different responsibilities? I don't know which way you're looking for us to go. Chairman Maddox said we're looking for an Administrative Aide with some computer literacy or computer background to be able to maintain. They're not going to design. They're going to maintain our web.

Selectman Luszey asked to define maintain. When you say maintain, you're talking about taking content and publishing it to the web or are you? Are you just saying they're going to be the conduit that you're going to be feeding IT? Chairman Maddox thought they would be the focal point for all of the departments to bring it to that person who would then put it onto the web. Selectman Luszey said that's what I'm talking about. You're asking them to format it and publish it on the server. That's a digital content person. That's quite a person. Chairman Maddox said no less than the Permit Technician that we just approved.

Selectman Brucker asked if they could just do PowerPoint and get it up on the...Chairman Maddox said no. There's certain requirements that you need to have to be able to put it in. I don't know what they are and Selectman Luszey probably knows better. Selectman Brucker said you can laugh at me but I haven't done a web page. Selectman Luszey said you can but then you're not going to have a very professional looking website and it's not going to be navigation friendly and all kinds of things. There's a discrete set of skills that a person that publishes content on the web learns about and is mindful when they are creating the content. Like two clicks is a magic number. You go past that, you just lost a person's interest and they're gone or they're very dissatisfied with the service they're getting from that.

Selectman Brucker asked if we got a person who had some computer skills would that person be trained to do this and how would we accomplish that. Do we have anyone that's doing it now? Steve Malizia said the web page gets updated if I may interject. So there are various folks that do input. The web page gets updated now. What I think we're trying to articulate is there are calendars that can be maintained on the web page. Once you learn the calendar program, I'm sure you could keep that maintained. There are pages for public announcements that right now we have to either funnel down through IT because we don't have the person to do it. This is the type of function that this person could do instead of tying up IT resource to put something on the web page. That's what I'm looking at. I'm not trying to complicate it, I'm just trying to see if there's opportunities to be able to do that kind of work. We may start small. I don't know. It depends on the person that we get and what their skill set is. If they're proficient with Microsoft Office products, chances are they're trainable. The word "typewriter" I don't think comes into this description nor does the word "dictation". I'm very careful to keep this somewhat current. We don't have a typewriter. I think Donna has one for some forms that every once in a while you have to do. We don't use typewriters any more. Selectman Luszey said the job descriptions I have still have typewriters on them. Mr. Malizia said this one doesn't nor does it have dictation. In the modern office, we tend to write our own materials and maybe have them edited and certainly I get a lot of tutorials from my staff because I'm not the greatest linguist. Bottom line, folks have skill sets now that when you interview and work with them, have you had any experience with this? This is what we're looking to do. Could it develop down the road? Quite possibly but right now we have IT can you post this public hearing. Well maybe I don't have to call IT anymore. This person has access to post a public hearing on the web page. That's the kind of content I'd be looking for. That's from my perspective.

Chairman Maddox thought that was a small step. I don't think a web contact person is not what we're chasing.

When Selectman Luszey looks at this, it does not list skills. It lists examples of duties. Chairman Maddox stated "proficient with Microsoft Office", experience with Munismart. Selectman Coutu said knowledge, skills, and abilities required. Chairman Maddox asked if we could move this to advertising. I don't disagree that we want to probably massage this a little bit but I think that will happen when the candidates come in with what's already there. Selectman Coutu agreed.

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

Selectman Nadeau asked to add in the computer skills that we're looking for on this posting so that we don't...Chairman Maddox said they're not using a typewriter. They're using a computer to hopefully...Mr. Malizia said electronic web page updating or something along those lines will be a bullet point on this job description before it is released.

Selectman Luszey said it bothers me that WE are not clear for what we want for skills yet we're going to go post something. Chairman Maddox indicated we want 90 percent of what she's doing now. Do we wait to get the other 10 percent? Selectman Luszey said that's a task list. Skills. Skills. They're different.

Chairman Maddox said there's been a number of times we've discussed the economic development and what is happening and what's not happening. What is coming in for questionnaires? I just kind of rattled this off stating that the Town Planner since the Planning Board is no longer doing workshop. They're only doing 2 meetings a month now. I thought there was a little extra time there and we could utilize this person to keep the spreadsheet that Mark Pearson was doing as far as when people contact the Town in some sort of data format to be able to track people expressing an interest in moving to Hudson, had questions about this, that, or whatever. There was a spreadsheet that was put together and he would then just follow through this and send us information on a regular basis, tell us what good or bad, join the Chamber. One of the things, number 6, was the Town Planner said that the industrial park really needed some sprucing up. I thought we'd send them off on a mission to see if we could find the monies to do that and to look at REDC. I put this together for your input.

Selectman Luszey asked if this was really the Town Planner that's going to be doing this or is this the Administrative Aide and the Zoning Officer that's going to be doing this? Chairman Maddox said it is going to be the Town Planner doing this with assistance from his portion of the Administrative Aide pool that we have created.

Selectman Coutu asked if this was being done by mandate. Chairman Maddox said no. I'm asking if the Board feels that this is something, again, we keep on hearing that economic development - how many people really call in? How many people are inquiring? Shouldn't we be aware of that so that we as the selectmen can say maybe this is something we want to look to do. This is something we hadn't thought about. Again, just trying to get some sort of data to be able to support statements that are sometimes made at any number of junctions. This would be basically on our to do list, a consensus item to have the Town Planner implement this program.

Selectman Brucker asked about REDC. I just need to know what it is. Chairman Maddox said it is the Regional Economic Development Corporation. They'll be the people that are funding the Zach field deal. They were Rockingham but Nashua kind of went away, they took over this area by the State setup. Again, just trying to find a way to quantify some of the statements that are made at various places and are there things that we can do? We are repaving the entrance to our biggest industrial park. You saw the update from Kevin Burns. They're doing the preparation as we speak to get the road ready for repavement. By consensus everybody we can at least give this a try and see where it takes us. Don't care to do it.

Selectman Coutu said he didn't care to do it. I saw what Mr. Pearson's looked like and it didn't impress me in the least. It looked like a lot of made up stuff. I'm not saying that Mr. Cashell wouldn't be honest with us. I just think it's a waste of time. My opinion.

Selectman Brucker said she would like to see it done. I think that there is activity out there. It would be interesting to see just what is coming to Hudson looking for business if at all.

Selectman Coutu told Chairman Maddox ergo the problem. Somebody might be interested in coming to Hudson but not interested in publicizing it beyond our Planner. If we start releasing all this information, I mean there is stuff that is said nonpublic session that I hear from people 3, 4 days later. I don't think that having the Town Planner, revealing whose calling him, and what they're calling about. There will be rumors circulating in this Town just like there was about the original plan of the casino months and months before the plan was ever presented to the Planning Board. There were discussions about, and I think you were part of that history but there were rumors that secret deals were being made behind closed doors and all this stuff. I just think it's a problem to have the Town Planner publishing every single company that he talks to and making it available to us. That's a problem.

Selectman Brucker thought it would be confidential between the Town Planner and the Board of Selectmen. Selectman Coutu said good luck with that.

Chairman Maddox hears your concern but again I think that we have been asked on numerous occasions what are we doing? What is there out there? We could at least say that there are a number of companies that are interested but they would like X and we are trying to work towards that. As we meet with our legislative delegation, it would be nice to have some real data to say this is the problem how can you help us. We don't know what the problems are if we don't know who's looking for what. We can certainly do what Mr. Pearson did was redact some of that information. If there was somebody that didn't want that to be out, he'd just redact it from the form that we received. I guess we'll move forward with this until...

Selectman Nadeau thought we already have tried this once and it didn't work. If he has this stuff and he brings it forward to us, I don't think we should go out having him do - according to Selectman Luszey, his Administrative Aide do. Selectman Luszey asked so who would be doing it? Since Mr. Pearson's left, Selectman Nadeau stated nothing has changed anyway.

Chairman Maddox asked Selectman Luszey if he was opposed. Selectman Luszey didn't find any real value in it at this point. Chairman Maddox said that they would move on. We will not do that and we'll just move on.

9. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman Nadeau - I'll give you the update on the Highway Department first. Ninety-five percent of the Town has been swept of all its sand and debris. They're putting the finishing touches on that. For those who have seen in the last couple of days, they've started the

drainage repair work on Robinson Road by the fire station. They are getting that ready to be reclaimed and paved as the finishing touches to Robinson Road is being done. They've been working on the ball fields and getting those ready for the up and coming season. They also have had 100 yards of new playground mulch for Benson's delivered and being spread so that that's all fluffed up and ready for the season at the playground.

This weekend was what Hudson did for Earth Day was they did a roadway cleanup of Greeley Street and Hyland Street. For those who were driving down there on those days, you saw these bright shirts on Sunday morning. They were cleaning up the sides of the road. The Green Team and the Recycling Committee did a great job with all their volunteers. The Road Agent informed me that had 20 yards of trash debris picked up off those two roads alone. I talked to a couple of residents while I was out there and they were very concerned with the amount of trash and debris on the roads. Every year after Earth Day we talk about this all the time but we never get any further than that with putting up some new signs about littering in town or enforcing it. It's very hard to enforce as I talked to the Police Department over this issue. People have been bringing it out in the paper about all the beer cans. It happens at 2 a.m. or 3 a.m. and usually when they're going about 30 mph they toss all the cans out so that they don't get caught with them in the car. You can't have a cruiser every 2 feet on these roads watching for that. They're out there doing it and like they told me if they see them throwing the stuff out the window, they will get them. It's just a very, very hard thing to do. That's all if have this evening on those items.

To follow up with that item, Chairman Maddox said there was a request from the letter writer of the 3 letters from the same person about this situation. I think he called it a death trap on Greeley Road. It's Greeley Street, I live off of it, and I'm not seeing the kind of issue that he was talking about. I asked the police. There was 219 directed patrols on Greeley of which netted zero DWI arrests. In 2012, there have already been 48 this year and still not DWI arrests. They are patrolling that street but again, like you said its catches catch can but there has been no DWI arrests on that road. Yet on Lowell Road, there have been 30. Again, there are patrols out. Just Greeley Street, I think some of it just the way the wind blows some of that trash has kind of just accumulated up against that side of the road. We will do everything we can within the constraints of manpower and whatever to patrol all the streets of Hudson and not just Greeley.

With the trash, Selectman Nadeau was looking around at other streets in Hudson. We have a lot of people in this Town that go out on their own and clean up the trash and debris. The Road Agent said that if there's any organization or group, the Lions Club does a cleanup and different groups at the High School do cleanups. If somebody would like to adopt a section of a road, that's all they have to do is let the Road Agent know and he will supply them with trash bags and he will pick up the debris and dispose of it for them. If there's anybody that would like to do that, please feel free to call the Road Agent and set up a time. Like the Recycling, and the Green Team, and all the volunteers if they need to put the people and the road signs out. Mr. Burns would be more than happy to supply them with those types of things. There's a lot of roads in Hudson that have this. If there's any civic groups, organizations that want to get together and do this, there's opportunity out there. If somebody wants to come up with a plan of adopting sections of road like they do in other towns - this section is cleaned and maintained by X group, I'm sure if they plan on doing that and they want to put up something on it, we can see what we can do to help them with promoting them cleaning that section of the roadway.

Selectman Brucker - Last week I did not have a meeting with any of my groups. None of my peeps. I did not meet with any of them. I do want to say that I'm sure that everyone of us in the room that knows someone or has heard about someone who was affected in Boston. It sort of overshadowed everything last week. I'm glad to see that we've gotten the culprits. Other than that, I'm hoping for spring. It doesn't seem to be getting here. That's my hope.

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

Selectman Luszey - Just to follow on Selectman Nadeau. There was a small group in town that has in the past and did again this year pick a road. It's called Musquash. They did some 20 bags of purely recycled material. They separate it and bag it for Kevin. It's the Mitchell family and another family. They live on Musquash Road and I told them I'd give them a shout out. I do want to thank them. There are folks out there doing exactly that.

Selectman Luszey had his first meeting with the Library Trustees this week. In doing so, I got a beautiful two-page anonymous letter. Apparently this particular taxpayer is not too happy with me. They believe I have a not secret - and it's no secret agenda. That is to try to get our State Representatives to put forward a bill to take the library budget out of the Selectmen's budget and put it on its own warrant. They believe that is an end round play to basically put an end to the library services here in town. That is not my goal. My goal is to let the taxpayers have their say on that. Right now today it's a line item in our budget and we don't even have any say with that. The taxpayers have said many times about different items on the library and I think they need to have more. This particular person would also like me to remind you, the rest of the Selectmen that the library employees are employees of the Town and they too have not had raises for at least the last 5 years like many of our employees. I just figured I'd make sure I had mentioned that.

With the approval of the contract that will be moving forward, Selectman Luszey knows the Town Engineer will bringing us together to begin working some items that have already seen - there's a need to be some changes to take place. One of them is in the kitchen area. Mr. Manor has been working with our State agencies to make sure all is order there. We've got some work there cut out for us. So don't go spend that little money that we have too soon. We may not have it. We may need it to get the building built. Other than that, that's pretty much it for today.

Selectman Coutu thought it was unfair, it's certainly not deliberate to throw something out there and leave everybody in limbo about...Selectman Luszey said the kitchen. We may need to upgrade some of the design of the kitchen based on some information that Mr. Manor got from the State concerning occupancy. Bernie Manor said they have found that they're going to need a license to operate

in the kitchen. In order to do that, you have to meet all the State's regulations. Chairman Maddox asked if that was from Meals on Wheels. Mr. Manor indicated yes some of that is. If anyone goes through the kitchen, we're going to need a license there to operate. The State Code is mandating certain things and certainly means that commercial kitchen. Now the problem is how do we get that built. We'll have some issues yet to work out. I have been trying to find an easier way out of this and apparently there's none. Chairman Maddox asked why didn't the architect tell us that. A question for another night but did that answer your question. Selectman Coutu said it does answer my question. I just didn't want people out there saying well what they hell are they going to have to do. I do know that the State of New Hampshire follows the federal health rules regarding food. When food is cooked or manufactured for public consumption, there are a lot of rules and regulations you have to abide by. I don't care if it's in liquid form...for instance in my business, we don't sell prepared food. We don't make sandwiches and sell them and things like that but we make coffee. It's more of a convenience item. A lot of times we don't even charge people. Take a cup of coffee have a nice day. It's a convenience item. I had to spend \$1,200 for a 3 bay sink for coffee urns. They're very restrictive. To impose upon me or burden me with the cost of \$1,200 to be able to sell coffee just didn't make sense. That's what they do. They follow federal rules. These are not State designed rules. They're federal rules.

Selectman Maddox - I don't think I have anything on my list that will affect you Sir. A couple of things from the Chair. I still have not given up about getting a meeting room at the cable facility. I'm going to ask the School Board when they come in if they might be interested in joining us over there.

For those of you who read today in the paper about a casino possibly at Green Meadow and that whole front page article, Chairman Maddox did have staff take a look and we, the Town, have not seen a plan since 2010. They were going to come in. Planning Board in May of 2010 with just a schematic overview. So that is the last thing that the Town has seen. That article kind of made a reference to something that had been seen by the Town. That was the last thing which was over 3 years ago. What may be coming down from that whole thing, we don't know but there is nothing before the Town at this time.

Selectman Luszey told Chairman Maddox he was kind of taking it out of context. The whole crux of that article was that they're trying to slow the bidding process down to give folks that may have an interest to apply. Right now the way its set up is only one site would fit the bill. Given the requirements, it's a 60 day round cycle and all they're saying is folks like the owners of Green Meadow if there was time may apply. Like other times, you would see more applicants.

All Chairman Maddox was trying to clarify is it did say that they had presented something before the Town. Several people contacted me saying when? Where? 2010 was the last time we have seen anything.

The other Chairman Maddox would like to touch base with is, and it was in the Thumbs, so I don't know who I'm talking to. They had a comment about the fact that we, and again it went all over the board so I'm kind of confused, but it talked about appointing someone to the Budget Committee. Well first off the Selectmen don't appoint anybody to the Budget Committee. They are separately elected. They replace their own. Unless any of you are planning on leaving, we're not planning on replacing anybody. So the comment that was - and I liked that there was a quote attributed to me and I went back and looked at what I said and not there. Again, there is no secret anything about appointing people that we can't appoint. Once again if this person has a question, my number is in the book. Our e-mails are on our web page. Give me some clarification. You wanted an answer but I'm not quite sure what the question was.

Lastly, Chairman Maddox said yes Selectmen Brucker. The events at Marathon Monday for some of us were personal. My wife's family was at the finish line. Luckily they are doing much better. There's going to be some life altering events there for a number of people that we know. You're right. They caught them in Boston and we will move on.

10. NONPUBLIC SESSION

Motion by Selectman Coutu, seconded by Selectman Brucker, to enter Nonpublic Session pursuant to RSA 91-A:3 II (b) The hiring of any person as a public employee by roll call, carried 5-0.

Chairman Maddox entered Nonpublic Session at 9:15 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 Maddox entered open session at 9:40 p.m.

Motion by Selectman Coutu, seconded by Selectman Brucker, to hire Doreena Stickney for the position of full time Administrative Aide II in the Engineering Department at a starting salary rate of \$16.04 per hour (Step 1) effective May 12, 2013 and then to Step 2 upon successful completion of the probationary period in accordance with the Support Staff Contract, carried 4-1. Selectman Luszey in opposition.

Motion by Selectman Coutu, seconded by Selectman Brucker, to hire Dominique Kaempf at the rate of \$10.50 an hour; Victoria LaRoche at the rate of \$10.50 an hour; and James Tomaswick at the rate of \$10.75 an hour, effective June 1, 2013, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Brucker, to hire the following: Counsel I at the rate of \$9.75 an hour: Jorge Alvayero, Shayla Bergeron, Nicholas Bunker, Delaney Burns, Kaela Craven, Kevin Kauffman, Emily LaPlante, and Kristine Rowe; Counselor II at the rate of \$10.25 an hour: Matthew Brownrigg, Brandon Doyle, and Brianna Parisi; Counsel II at the rate of \$11.00 an hour: Ralph Carpentiere, Michele Martineau, Larissa Miller, Debra Smith, and Tom Tollefson, effective May 25, 2013, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Brucker, to hire the following Substitute Counselors/Robinson Pond: Counselor I at the rate of \$9.75 an hour: Michelle Alvayero, Britton Doyle, Andrew Gora, Chevon Gora, Alyson Lavery, and Kelly Robinson; Counselor II at the rate of \$10.25 an hour: Ernest Gifford; and Counselor III at the rate of \$11.00 an hour: Jenna Lambert and Vinnie Scurini, effective May 25, 2013, carried 5-0.

11. ADJOURNMENT

Motion to adjourn at 9:43 p.m. by Selectman Coutu, seconded by Selectman Luszey, carried 5-0.

Recorded by HGTV and transcribed by Donna Graham, Recorder.

HUDSON BOARD OF SELECTMEN

Richard J. Maddox, Chairman

Nancy Brucker, Vice Chairman

Roger E. Coutu, Selectman

Ted Luszey, Selectman

Benjamin Nadeau, Selectman