

HUDSON, NH BOARD OF SELECTMEN
Minutes of the October 23, 2010 2012 Budget Department Review

1. CALL TO ORDER by Chairman Massey the meeting of October 23, 2010 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE, led by Selectman Maddox.
3. ATTENDANCE

Board of Selectmen: Roger Coutu, Ken Massey, Rick Maddox and Ben Nadeau. Selectman Jasper - excused absence.

Staff/Others: Steve Malizia, Town Administrator - excused absence; Finance Director Katherine Carpentier; Donna Graham, Executive Assistant; Harry Schibanoff, Mike O'Keefe, Paul Inderbitzen, Rupert Cote, and Stuart Schneiderman

[Chairman Massey] You have with you now for housekeeping the recommended language for the Warrant Article for the Capital Reserve Fund for the fire equipment. If you want to, we can do it now or we can do it at the end of the meeting to take care of this item. What the Board was left with on Thursday night was to have recommended language that could cover more than just the breathing apparatus. What's the Board's pleasure?

Motion by Selectman Maddox, seconded by Selectman Nadeau, to see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 to be known as the "Fire Equipment Capital Reserve Fun" for the purpose of purchasing of specialized fire and EMS Equipment including, but not limited to, Firefighter Protective Clothing, Self Contained Breathing Apparatus (SCBA) and Defibrillators and to raise and appropriate the sum of \$1,000 to be placed in this fund and to further appoint the Board of Selectmen as agents to expend from this fund in accordance with RSA 35:15 II and to move to the warrant, Warrant Article D, carried 4-0.

4. BUDGET PRESENTATIONS

Chairman Massey said they would now take up the regularly scheduled items for today which is Community Grants, Trustees of Trust Funds, Moderator, Supervisors of the Checklist, Cable Committee, Town Treasurer, Budget Committee, Ethics Committee, Energy Committee, and Finance. As Chairman Massey is a volunteer for one of the organizations requesting money this year, he's going to recuse himself and turn the gavel over to Vice Chair Maddox to do the Community Grants.

Community Grants (5920)

Chairman Maddox indicated that they received a new handout from Ms. Carpentier this morning. Based on the Board's conversation Thursday night, Ms. Carpentier took two different approaches. She level funded it decreasing the two who asked for slightly less and giving the remainder to CASA or you could take the second approach and add no new items and giving everybody the same as fiscal 2011 with those two less as they requested. If either of those scenarios works for the Board, the motion at the bottom would be the appropriate number.

Motion by Selectman Nadeau, seconded by Selectman Coutu, to decrease the amount by \$23,707 from 5920 Community Grants from \$113,967.00 to \$90,260, a decrease of \$23,707.

Selectman Coutu seconded the motion as a courtesy for discussion. In light of the fact that they had a conversation about this the other evening, he's very uncomfortable at this point voting for the motion because their conversation the evening when Selectman Jasper was present was that they were going to add no new programs. He would favor the other alternative which would be to decrease it by \$24,040. In all

fairness to the conversation that they had and in all fairness to the fact that Selectman Jasper is not here to participate in the discussion, at this time Selectman Coutu couldn't support the motion.

Chairman Maddox said he was on the same bus. He thought Ms. Carpentier did a great job of trying to shuffle them around. He was sure that it is a great organization that does wonderful things. He said the other night, he thought unfortunately not taking money out of other places to put it into this particular bucket.

Selectman Nadeau withdrew his motion. Selectman Coutu withdrew his second.

Motion by Selectman Coutu, seconded by Selectman Nadeau, that the Board of Selectmen decrease \$24,040 from line item 529-259 Community Grants from \$113,967 to \$89,927.

Chairman Maddox would only add that he knows that Selectman Massey is involved in CASA and we were sure it was a worthwhile organization. He thought they needed to stick to what they did the other night and stay with the programs they have at the funding they have used in the past. Any further discussion. Seeing none.

Vote: Motion carried 3-0. Selectman Massey abstained.

Just for parliamentary procedures, Chairman Massey said when you only have 3 people it doesn't require a second for a motion.

Trustees of Trust Funds (5020)

Chairman Massey recognized Finance Director Kathy Carpentier.

Ms. Carpentier is the staff liaison to this committee. She attends their monthly meetings. As she did last year, she's here to represent their budget. It has decreased. They took a look at their outside hire and have decreased it slightly. They have a clerk who does the monthly meetings, mail, correspondence, and year end reports for the Trustees. She has also been scanning all the documents that have been in the filing cabinets. So before you is the budget recommended by the Trustees.

Chairman Massey asked if there were any discussions or questions on the Trustees. For the record, their budget is down by \$800. Selectman Maddox said 15 percent. Seeing none, Chairman Massey will move along.

Moderator (5041)

Chairman Massey indicated that this was the funding for the Town elections. This year they're going to be doing two. Ms. Carpentier said she didn't see Mr. Inderbitzen here. She will speak on his behalf. He passed a document, which is on page 17. On the top he nicely outlined that this budget assumes two elections. The Presidential Primary in February 2012, the Town Election in March 2012, and one Town Deliberative Session. This is his budget as recommended.

Chairman Massey asked if there were any questions, discussions, comments. Ms. Carpentier said this was decreasing 18 percent.

Supervisors of the Checklist (5042)

Chairman Massey said this item was level funded. Any questions on the Supervisors of the Checklist.

Selectman Maddox asked if the Moderator, because he's going to have less elections is going down, he wondered why the Supervisors of the Checklist was not. Chairman Massey said because the biggest issue you see there is their salaries, which is the same. Selectman Maddox thought they were hourly. Chairman Massey said it was a fixed price. Ms. Carpentier said they do get an hourly if they work the election, but

they get an annual \$1,000 as a warrant. Selectman Maddox guessed they're going to have fewer elections which was his question from the Moderator's standpoint. Chairman Massey asked the Board if they wanted to suspend this and ask for input from the Supervisors. Selectman Maddox said it was a good question. Selectman Nadeau knows they do a lot more than we actually see them do at the poles. They're always upstairs working in the office a couple days a week. They can ask them the question.

Ms. Carpentier said that this budget was put in by the Town Administrator level funded. Selectman Coutu thought on page 19 the explanation justified the request. Let's assume for example that 96 hours goes to 80, are they going to subtract \$56. That's why Selectman Maddox didn't make a big deal out of it. Selectman Coutu thought it was a reasonable request.

Chairman Massey asked the Board if they wanted to leave this alone. The Board said yes. They were satisfied.

Chairman Massey welcomed the Town's Moderator Mr. Inderbitzen. We just approved your budget request. Does anybody have any questions for Mr. Inderbitzen?

Cable Committee (5045)

Chairman Massey recognized the Chairman of the Cable Committee Michael O'Keefe and Vice Chairman Rupert Cote.

As the Finance Director indicated, Mr. O'Keefe left some statistical information for the Board. The last time he appeared before the Board there was a request for some information on how much programming is actually happening on HCTV. He went through their system that manages that and broke down the programming that's aired on HCTV into 3 different categories. The first category is local programming, which he categorized as anything produced or submitted by local residents. The middle category is government meetings, which is meeting like this. The third category he classified as shared programming, which is programming they obtained from other access centers with organization that run on their system. He went back and calculated the total program counts and total program hours for each of those categories over the last 3 years as well as the current year which they're about 80 percent through the current year and came up with the information that's on that chart. The Board can obviously review that and pull out what you want.

Mr. O'Keefe thought significantly they can see that the program count in terms of local programming this year even though they're only 80 percent through has almost doubled over the last 2 years. Government programming has remained fairly level. The amount of shared programming has actually decreased in 2010. He would basically attribute that to the fact that they now have more local programming covering that space. There wasn't much shared programming back in 2008 because the technology didn't really exist to support that. It had to be DVDs shipped or mailed in whereas now there's a number of video servers that they can pull programming from off the internet. It shows that they're definitely growing and providing service to the community. That's Mr. O'Keefe's review of that information for the moment.

Getting to the budget as you know in past years, the way Mr. O'Keefe base his budget is they look at the revenue that they receive from Comcast franchise fees. They use that number as a basis for the subsequent fiscal year bottom line budget. Based on the most recent quarterly payment from Comcast, they arrived at a revenue figure of about \$213,476. Typically in past years they would have just used that as their bottom line number for their budget. At the Cable Committee's meeting they discussed that and decided that it made more sense this year to level fund their budget from last year's number, which was \$199,892. If the franchise fees come in where they anticipate, which they historically always do, they generally actually come in higher, it would be a surplus. If you use basically a surplus of about \$13,500 that would essentially end up in the Town's general fund to lower the tax rate. They felt comfortable using last year's number. They thought they can still operate the level they want to with that amount of funding.

Mr. O'Keefe said the budget itself pretty much follows what they've done in past years. The individual line items that generally make up the bigger numbers in the budget are professional services, which is the

Facilitator's contract and any other professional services they need during the year. Equipment purchases, which is the small equipment line, the HCTV Access Center lease, and the salaries for the camera operators who run the cameras for the government meetings. They budgeted modest increase in the professional services account anticipating future growth and potentially increasing the hours of the facilitator. Right now the contract he has he's working basically a little bit over half time. He thought it came out to be about 23 hours a week. So if they see continued growth from the community and at the Access Center, they would anticipate coming back and requesting more hours in that line.

Mr. O'Keefe and the Committee increased slightly the lease line. As you know at the end of 2012, they'll be finished with their 3 year lease at the Old Derry facility. He can't predict whether rent will increase or decrease. So they put a little bit extra in there to cover. They did decrease the salary and FICA lines because that line in previous budgets had included the Senior Camera Operator position. With the elimination of that position, they saw a decrease in that. Otherwise that amount would be similar to previous years.

Mr. O'Keefe said that that covered the high level numbers in the budget. As he said, the Committee felt comfortable with that number that they can operate at the full capacity as well as support some additional increased activity over the FY2012 budget cycle. That's his presentation for now.

Selectman Maddox asked who they were talking to. Their telephone line item is higher than their electricity. Mr. O'Keefe said the telephone is everything - all their internet feeds, telephone, security monitoring fee. It all gets lumped into one category.

Chairman Massey asked if there were any other questions or comments for Cable TV.

Ms. Carpentier said she was asked to remind the Board of Selectmen that they made a cut to the IT budget to be discussed when Cable came back for the projector and screen for this room.

Selectman Coutu wanted to know what the amount was that they had requested that the Board cut. Ms. Carpentier said they did cut \$1,200 from the IT budget. She believed it was the Board's intention to add it to the Cable Department's equipment line and take it from their capital reserve fund line. She did pass that information on to the Cable Committee but she didn't know what their wishes were on that.

Mr. O'Keefe said he didn't see the meeting where it was discussed, but he spoke with both the Finance Director and the IT Director. They alerted him to the fact that there was a discussion about moving that to their budget. He didn't see a big issue with that. If they want to increase the small equipment to cover that and decrease capital reserve to balance it, he thought that was acceptable.

Motion by Selectman Coutu, seconded by Selectman Maddox, to decrease line item 5045-450 by \$1,200 and increase line item 5045-403 by \$1,200, a net change of zero dollars to the budget.

All Selectman Coutu was going to say was they had a discussion the other evening. He thought it was a reasonable request. The Cable Committee can absorb it. He felt it was the appropriate place to take it from. He still maintains that. He concurred with the actions of the Board the other evening when they asked that they consider taking it out of cable in order to facilitate the needs of IT. He thought it was an appropriate request and it didn't affect their budget.

Vote: Motion carried 4-0.

Chairman Massey asked if there were any other discussions or comments. All Selectman Coutu wanted to say was that he participated. He didn't attend the last meeting only because they were involved in budgets here so he had to excuse himself from two meetings. One was Cable and the other was Budget. He assisted with the vetting of the budget. He didn't believe he participated in the final vote. He felt that the budget this year was adequate in order to meet the increased demands for services. There's a new focus by several members on the Committee, one of them in particular is sitting here. He's their Vice Chair. To go out and recruit from within the community people to actively participate in local programming. He thought

that they've seen a vast improvement over the past year and the services that are being provided through their local cable television. If he might Mr. Chairman take this time to express he believed on behalf of the Board. He knows that Selectman Maddox has been somewhat vocal in the past about some of the things and so has the Chairman about the requirements and providing the Board with progress reports on whether or not they're getting a good bang for the buck. If it wasn't for people like Mr. O'Keefe who puts in countless numbers of hours as well as several other members of the Committee who volunteer to do camera work at sporting events and they don't get paid to do any of it. They're a very active Committee. They participate; they share with the Board of Selectmen a concern that they want to get their monies worth. The Board can't thank them enough for all of the hours that they put in that go unpaid. He knows they're not looking to get a pat on the back, Selectman Coutu thought it was time that they recognize the service that they provide the community as do a lot of other volunteers in the community. While they're here, he wanted to seize on that opportunity. He thanked them for allowing him to do so Mr. Chairman. Chairman Massey thought the Board would probably concur.

Chairman Massey would ask one question of the Board. They now have \$592,000 in the capital reserve fund which is earmarked for either purchasing or renting space. At what point in time do they look at that and say we don't need to have any more money from it and/or start taking the costs of the rental facility that they have up on Old Derry Road out of the capital reserve fund? He understood that if you don't reallocate the money inside this budget, it goes to the general surplus. But at some point you're going to have enough money in there to do far more than they would need to do a building. Chairman Massey would like to understand what the Board's thought were on that and/or the Cable Committee. He recognized Selectman Coutu.

Selectman Coutu was glad Chairman Massey brought that up. He hadn't given it any thought. He thought it was going to come up this morning. He wanted the Board to know that there are two projects in the works that have been discussed as potential sites for a cable television facility. He would like nothing more than to have their own facility and not have to pay rent. The 2 projects that are under consideration and he didn't want anyone to think that any commitments had been made. It's the Board that's going to make that commitment if they're going to make it. It would be the Zach Tompkins Field where there was a potential in the clubhouse to put in a permanent cable facility and someone else had suggested that one of the sites that they might also consider would be, he believed, the senior center would be a potential site to build a permanent facility. It serves a two-fold purpose in either case. That would be the monies they have in reserve right now are in excess of half of a million dollars. Chairman Massey said \$592,000.

Selectman Coutu thought that was more than enough money to build a facility somewhere whether it's an adjunct to the senior center or the Zach Tompkins Memorial Stadium. Both of those make sense. He thought it was a discussion that needed to take place and he believed it will need to take place in the upcoming year. They need to make a decision because like you Mr. Chairman, Selectman Coutu was concerned that they have that kind of money just sitting in capital reserve. The intended purpose is to use it for leasing or purchasing a building. If they were to lease it, there's \$26,000 more that they could put into the general fund. He appreciated where he was going with this. He thought this year would be a time appropriate for them to discuss. They're going to see some action taken. They'll know at the March meeting in terms of where the voters stand on the senior center. He would think if everything falls into place and the Tompkins Stadium they should have within the next 6 months some progress report as to how far along they get there. They can enter into a serious discussion with both organizations. They may even look to isolate it and have a separate building just for cable television on a small piece of town-owned land that they have somewhere. They don't need a lot of land for it. Selectman Coutu would like to see them get out the lease and have their own facility. That's his thinking on that subject Mr. Chairman. He thanked him for bringing it up.

Mr. O'Keefe said he's heard cursory discussions about possibly using those two projects to combine with an access center. While it hasn't been discussed at the committee level, he can certainly speak for himself and say they'd be interested in discussing that. They have certain special needs for the facility. To make it a studio, it has to have high ceilings and things like that. Assuming those details can be worked into either of those projects, he suspected they would support it. Keep in mind if they want to spend any of the money from the capital reserve, they need a warrant article. There's no agents to expend on it. Mr. O'Keefe

wasn't sure of the timing. If there's going to be a senior center warrant article this year, do we need to have one as well to combine with that at the same time? Likewise with the Tompkins project. He thought it was mostly a timing issue for him. He suspected that they would support it from a Cable Committee standpoint.

The one concern Chairman Massey would express was that first of all whatever would have to happen he thought before they would make any commitments that they would have a hard understanding of what it is that they're committing to on either one of those locations or a third one. Secondly in Chairman Massey's perspective if they were to no longer be using \$26,000 for rental, he would be more in favor of reducing the franchise fee to recognize that than to put it into the general fund. This franchise fee is being paid by the users of the cable system. It was only within the last 5 or 6 years that they started using this money for cable. Up until that point in time, the entire amount of money from the franchise fee was going into the general fund. The only concern he has is that they could reduce their franchise fee but would they see a decrease in the cost to cable. History has shown that they probably wouldn't just on the basis of the way cable has been increasing over the last few years. That's the only concern he'd have about reducing the franchise fee. They wouldn't actually see a reduction in the rates for the subscribers.

Selectman Maddox did believe that on the bottom of his bill it says 3 percent franchise fees. So if they reduce that to 2.5, then that number would go down. Chairman Massey said that number would. Selectman Maddox said the numbers above that are probably going to go up but that's something they can't control. He would think that at this point they need to talk to the cable utility and find out what their needs are and how they fit into the two properties that they're talking about. As he understood it at the Zach Tompkins field, they're going to put them on the second and possibly third floor of the structure. So we're talking about an elevator. They need to look at what that's going to entail. If it goes into the senior facility that they've look at, they're only planning on 10 foot ceilings and they need to look at dropping the basement down. He thought they needed to get together with those two groups and work out what works best for the cable utility as far as space allocation, cost of the pieces, and come back to the Board. He thought he agreed with Mr. O'Keefe that this is going to be driven by the warrant in March. If they're going to go to either one, they need to plan on expending those monies and they need to get a warrant article together to see how much that's going to cost. With the senior facility, they're basically giving them a space below the senior center in the bottom level. In the Zach Tompkins facility, they'd be going up. What requirements would you have as far as load, square footage, and those kinds of things where they'd be able to come together with some numbers for March? It's going to get tight very quickly. He thought the cable utility liaison and his committee need to at least draft what you believe would be your requirements and see if they fit into the two buildings the Board's talked about.

Selectman Coutu had one question so he had a clear understanding. If there were a warrant article this March and the Board becomes the agents to expend and they make sure that language is in there...Selectman Massey said the warrant article right now would be to expend monies from this capital reserve fund because the voters are the agents to expend. The warrant article would be to raise and appropriate X number of dollars for the cable center and to expend the same amount of money depending on the financing from this capital reserve fund.

Selectman Coutu asked what the time period was in which they have to expend that money assuming that the warrant article were to pass. Chairman Massey said it depended on how the warrant article was worded. First of all the warrant article has to be for a specific purpose. Then the warrant article either has to say that it's non-lapsing, which he believed then is a 5 year expenditure or it expires with the fiscal year. He believed if there's no language, then it lapses with the fiscal year. If the non-lapsing language is in there, then he believed it was a 5 year window that you have to spend the money. Ms. Carpentier said even when it doesn't say non-lapsing, they have been granted a one year extension if you can prove that you've substantially been active in the project. In that case, Chairman Massey said you'll encumber.

Selectman Coutu said the specific language for the warrant article aside from allowing them the additional time to expend the money, do they have to specifically identify in the warrant article exactly what they're going to do. Chairman Massey said yes. Selectman Coutu asked if they had to identify the location that they're going to select. Chairman Massey said the warrant article says to raise and appropriate the sum of money to construct and build a cable facility. The backup materials would absolutely have to detail what

it's being used for. Selectman Coutu said they only had a month and a half. Ms. Carpentier said January 11th would be the final day. Selectman Coutu didn't think that they'd be in a position to identify either location or a third location by then. He didn't think a warrant article would appear this year. He didn't see how they could do it.

Selectman Maddox thought they could put in there that it would go at either one depending upon which one met the needs of the cable utility. He thought they could word it in such a way that they would like to build a separate town-owned cable utility facility. Again this is lawyer speak at this point how they're going to do that. He thought they'd be handcuffing themselves to be able to be able to do anything. If they pick one and it goes to the other or one doesn't pass, there are too many variables in this right now. He thought it was something they have to be looking at to release that money so that they would have it available for either site depending upon their needs. They're not going to put in a 14 foot basement in the senior center and the Tompkins field isn't going to build a structure for a studio that is not going to get built. He thought they had to do some homework in the background. Selectman Maddox thought they the Cable Committee needed to decide what they're looking for in a building. It's great to say high ceilings, but 25 foot wide and 75 feet long. Is that something that's going to work as opposed to 40 X 40?

Mr. O'Keefe said he's work with their facilitator to come up with some basic requirements in terms of a floor plan, square footage, as well as the ceiling height requirement. Those are the main constraints. If they can meet those, they can shuffle around within and make things work. As Selectman Maddox said, the Tompkins project they're talking about second and third floor. He knows they're planning on an elevator, so he thought that would be okay. With the senior center, the main issue is going to be the ceiling height. They can come back with some basic information on that front.

Chairman Massey thought from a timing perspective, the early December time frame would be appropriate. In order for the Board to review and act upon it, he believed that January 11th is the public hearing date for a warrant article. Ms. Carpentier said January 11th is the last date to accept petitioned warrant articles. Chairman Massey said this wouldn't be a petitioned warrant article. What's the last date that a Selectmen's warrant article could be submitted? Ms. Carpentier believed it would be the same day. The Town public hearing is January 13th. The only other consideration Chairman Massey said to be aware of was he was extremely sensitive to the Budget Committee's needs for data. They have traditionally not been favorably disposed to getting warrant articles on the last day and then have very little time for them to think about it. That's why he thought if they were going to do something on this for this year, they should be doing it in early December. Ms. Carpentier said the Town's wrap up night is January 3rd.

Mr. O'Keefe was certain they could generate the information that was proposed quicker than that. It's just how much detail they need for the final warrant article. There are still a lot of other questions that need answers.

Selectman Maddox said one of the biggest questions the Board has to answer is it their intent that by building this facility that they are going to have a meeting room similar to this in that cable facility. He thought that was a discussion that all 5 Selectmen were going to need to be there for and decide whether they're going to have a room capable of duplicating and/or replacing this room. Chairman Massey agreed. Selectman Maddox's thoughts were to have a cable facility that could do that which would free up the Selectmen's meeting room, which would then in turn do a lot of things for availability within this building. They'd still have the Community Development room with a complete setup. To build a cable facility building without a meeting room potential is not a good idea in his opinion.

Chairman Massey and Selectmen Coutu were of the same opinion. Selectman Coutu thought that was thinking outside of the box. They all recognize some of the cramped conditions that some people are working in this building. He thought that was a matter of serious consideration. It's been raised a couple of times that he knows of in the past 2 or 3 months about do they have the space over at our present facility to conduct meetings. Though we do, they'd have to move a lot of things around and there's a lot of manpower that's going to be required. He thought that in the planning process that was something that absolutely should be considered. Thank you Selectman Maddox. That's thinking outside the box and he was sure the Finance Director is quite pleased with the suggestion that they get the hell out of here.

Chairman Massey thanked Mr. O'Keefe and Mr. Cote.

Chairman Massey told Mr. Inderbitzen that they've already taken care of the Moderator's budget. Mr. Inderbitzen said he wanted to get an idea if people knew when they'll be attending the voting on the second. Chairman Massey, Selectman Maddox and Selectman Coutu said they'd be there. Chairman Massey said Mr. Inderbitzen would have the requisite 3 selectmen there. Mr. Inderbitzen said they were going to continue into the same process since he didn't get to meet with the Board ahead of time.

Chairman Massey suspended the rules and went back to the Moderator's budget for a moment. For the record, this is Paul Inderbitzen the Town Moderator. Mr. Inderbitzen did put in an increase on the printing costs. He did call LHS and they said probably next year the cost will go up about another penny per ballot. What they found because it was so much work for the clerk to collate everything, they also paid to have it collated. If you looked at past years, it was \$.33 a page. We were paying an additional \$.03 for collating. That's going to go up to \$.37. It makes it easier when there are multiple page ballots for the clerks. There's only one page in this State election. It's a long one but they didn't want to have people turn it over. It's only one page; however the State sent them 12,000 ballots. They based it on the last Presidential election. That's how they do it. He expected maybe \$6,000 or \$8,000. Unless the State calls for them, they don't send them up there. The Clerk has to store them. Chairman Massey said that we have to store the unused ballots. Unless the State calls for the recount, Mr. Inderbitzen said we have to keep everything for 90 or 120 days. He forgot the time limit. There's a time limit and then she can get rid of them. That was the only increase and the fact that it's a decrease in the budget because there's only 2 elections plus a deliberative in that year. Just remember that the next year it's going to go up again by 2 more because there will be another Primary and a Presidential election.

Chairman Massey asked if there have been any discussions at the State level going to early voter. If they go to early voter, that means there will be far more "absentee ballots". Not that Mr. Inderbitzen is aware of. The Clerks met a couple weeks ago and Mr. Scanlon heard quite a lot from all the Clerks on how much this has created an impact on them. Their requirement for computer input where they want every single write in to be inputted into the computer that night. That was quite a thing. The Clerk had extra help. She brought in one of her administrators because it has to be done on Election Net and only certain people have access to Election Net. As a matter of fact, each town only has one access per time. So the Clerk couldn't be doing something in there while her assistant was. So the assistant came in and put in all the write ins. They double checked the figures and Ms. Barry put in all the numbers and then she had to drive all the paper copies out to Amherst for the pickup to the State. We were lucky compared to what other towns did, they got out early. He was quite surprised. They prepared ahead. He had the Selectmen pull ballots; they started counting them and putting into packs of 50 because they do want that count. He didn't make such a big deal of that with the town elections because he's very comfortable with the numbers they get out of the machines. It has impacted them quite a bit with the new State requirements. They already have over 150 absentee ballots. They're going to have a good turnout he thought. They'll have a better than average turnout.

For the record Paul, Chairman Massey said over the last several years its been proven that the counts off of those computerized ballot counting machines is so accurate that in his opinion if you have more than 5 votes separating you from your competitor, you're probably not going to prevail on a recount.

Mr. Inderbitzen said the recount that was done at the State level and Hudson came out very well on that. It was very, very close. He's comfortable. He knows they have a little trouble reconciling the check in books with the ballot. That's a hand count. They've been there 14 hours. It's been a long time. He's brining in his other counters and they're going to do the books right up front. We're not going to have them done and then checked. We're going to have them do the books right up front with fresh eyes and with people that haven't been sitting there all day. He hoped the Clerks didn't get upset about that or insulted. They're tired. They really do a lot. They had a little trouble reconciling the numbers. He was more comfortable with their printout than he was with anything else. That's been very good.

Mr. Inderbitzen must say with the Board talking about cable, those guys if they didn't have what they have in this town for publication of their deliberative session, they still wouldn't have a turnout. If they shut that off tomorrow, they wouldn't have a better turnout at the deliberative sessions. People aren't doing that. The knowledge that its out there when he talked to his other Moderators when they have their annual meeting, they are amazed that we not only show it live, but they show it numerous times before the election. The other towns have to rely on the papers. He thought more towns are getting into that. We're ahead of the game he thought in the State with that because of the publicity. At least more people hear and see what's going on with the budgetary process.

Chairman Massey thanked Mr. Inderbitzen for the input. We'll go back to our order of business and this time we'll do the Town Treasurer. He recognized the Finance Director Kathy Carpentier.

Town Treasurer (5050)

Ms. Carpentier said this was level funded. This represents the salary given to the elected Treasurer for the Town. For the record, Chairman Massey said this was a voter approved salary. It's a statutory requirement to pay that salary. Selectman Coutu was looking for the Treasurer. Chairman Massey said he understood the irony of that. Selectman Maddox said he would go more angst than irony.

Budget Committee (5070)

Ms. Carpentier said this budget was created by the Town Administrator. Its level funded. Chairman Massey asked if there were any questions on this one.

Selectman Maddox asked what they were mailing. That's what Chairman Massey was trying to understand looking at this. Selectman Nadeau said they mail out their packets. Selectman Maddox said all of 56 in FY2010. Chairman Massey said it was \$104 and \$162 the previous two years. Selectman Nadeau said they've been doing a lot more electronically but some of the new members may not be electronic.

Ms. Carpentier said her staff used to mail out monthly packages. It depends on what's going out. If you had a plan for the senior center or something, it would be a package that would have to be mailed. They are doing a lot electronically now. You never know what needs to be mailed out.

Selectman Maddox understood that the Town Administrator did this for them, again if you look at their actuals \$39 they're asking for \$200 this year and \$200 the year before. In newspaper ads and publications they had \$22, then zero, and they're asking for \$164. Again is there backup that he's not seeing. Chairman Massey said no. Just what they're going to spend it on but just at a summary level.

Motion by Selectman Maddox, seconded by Selectman Coutu, to decrease line 5070-238 Budget Committee postage from \$250 to \$100, a reduction of \$150.

Selectman Coutu said he would support it if he Selectman Maddox reduced it by \$100. Selectman Maddox was just trying to understand. Again we're talking about people to put in a level funded budget but don't have any documentation to support it. It's just not there. He knows that Selectman Coutu is the liaison to that group that's going to have to defend this cut but, again, \$1.56 last year.

Chairman Massey asked if the motion was \$100 or \$150 in reduction. Selectman Maddox said \$100. Selectman Coutu said he would second that.

Motion by Selectman Maddox, seconded by Selectman Coutu, to decrease line 5070-238 Budget Committee postage from \$250 to \$150, a reduction of \$100, carried 3-1. Selectman Nadeau in opposition.

Again, Selectman Maddox said they didn't justify what registrations that they are going to. They had 0, 0 and 20 and now they have 105. Is there something that they're a member of? The National Association of Budget Committees. Ms. Carpentier said this would be if the Local Government Center put on their budget and finance workshop. All 11 of them would have an option to go.

Based on the last meeting that Attorney Coutu missed but he watched, they are attending more workshops this year. He knows that Chairman Martin was asked if there was a line item for them to be able to attend some of the things he was registering for. They said yes. He thought \$105 was reasonable. If they were going to look anywhere, they would certainly look at 214. That's where Selectman Maddox was going next.

Mr. Chairman again nothing against the Budget Committee, they wanted cuts and Selectman Maddox was willing to help them out where he can. When you give the Board a level funded budget that has no documentation something that they're always jumping up and down about.

Motion by Selectman Maddox, seconded by Selectman Coutu, to reduce 5070-214 from \$200 to \$100, a reduction of \$100.

Selectman Maddox indicated that in the last 3 years it's been \$79, \$45, and \$39.

Vote: Motion carried 3-1. Selectman Nadeau in opposition.

Chairman Massey said the Board certainly knows that the Budget Committee if they really truly have a pressing need for this money have the ability at the hearings to increase any of those amounts. They do have a final say on what this budget should be.

Ethics Committee (5080)

Ms. Carpentier said it was level funded at \$100 for the whole budget.

Energy Committee (5085)

Ms. Carpentier said this budget was level funded at \$800. She pointed out that they did spend more than \$800 in FY2010. This budget was also put together by the Town Administrator.

Finance (5310, 5320)

Chairman Massey recognized the Finance Director Kathy Carpentier.

Ms. Carpentier said primarily in 5310 department was her salary and the audit expenses. She level funded the audit expenses. She did not have a quote for fiscal 2012 at this point. They were unable to get it to her. The only caveat would be if they had over \$500,000 in grants. They would probably be a victim of a single audit, which would increase their audit expenses drastically. Hopefully some times when they get that grant money they are able to have some of it for the audit expenses.

Ms. Carpentier said in 5320 it's her staff, the copy machine upstairs, and not a lot of other items are in the budget. She'd be happy to entertain any questions the Board may have.

Just a clarification on item 228 the audit. Chairman Massey said the \$44,000 is what they pay Plodzick. Do they see that offset of \$4,000 and \$2,000 in the water and sewer funds? Ms. Carpentier said they see an appropriation in the water. Chairman Massey said that those two were in there. The other question is does this \$44,000 represent the increased workload he understood that the Trustees of the Trust Funds have created in the past. Ms. Carpentier said it did not but that was a past problem. Because of the Clerk to the Trustees of the Trust Fund and her interaction with the Committee, they do not have those situations any more.

Finally, Chairman Massey asked if that was a number that they've received an estimate from Plodzick. Ms. Carpentier said she did not have that at this point. They are unable to give it to her at this point because they haven't even done the final billing in fiscal 2010. However when she's had problems with the actuals,

they've been able to use some of legal or she'd come to the Board for contingency. Unfortunately it's an unknown at this point.

5320-303. Selectman Maddox asked if that was a math error. It says \$300 per month. He knows his math is a little off but that says \$3,600 and you have \$4,000. Ms. Carpentier said she has to defend the \$4,000. That primarily was her expenses for the department which really are minimal but it's for all the copier room supplies, paper for Town Hall with the exception of Community Development. They buy their own. Any staples and anything for the copy machine upstairs. That is why it's a \$4,000 budget primarily for that purpose. For submission to the Budget Committee, Chairman Massey asked if that explanation should be changed then. Ms. Carpentier said yes.

Selectman Maddox indicated that it says "paper, Town Hall copier paper" yet you said the 303 line encompassed that. Ms. Carpentier said it was also for the stapler. Selectman Maddox said she told him two different things. Ms. Carpentier said he was right. A lot of it is for supplies for upstairs. Whatever they need for the copy room, the mail room is under her budget. Selectman Maddox asked what last year's number was. Ms. Carpentier said a little short of \$4,000. It's been \$3,200, \$4,000 and \$4,000 the last 3 years. It's a \$3,600 budget in fiscal 2011, \$4,000 in fiscal 2012. What they did do was they've been trying to more accurately break out the paper. As you noticed, she took paper down by \$300 and increased office supplies by \$400.

Just for some clarification, Chairman Massey said on 238 the subtotal is at \$2,300 yet the fiscal 2012 appropriation request is \$2,200. The same issue on 301. Ms. Carpentier said it looked like the wrong piece of paper got added to the report obviously because they're all wrong.

Chairman Massey asked if there were any other questions relative to Finance. Seeing none. They're at the end of a list of departments to look at today. Unless there's other comments from the Board.

5. ADJOURNMENT

Motion to adjourn at 10:09 a.m. by Selectman Maddox, seconded by Selectman Coutu, carried 4-0.

Before the Board finishes up, Chairman Massey indicated that the next meeting is next Thursday, October 28th at 7 p.m. at which time they'll be doing Cemetery Trustees, Conservation Commission, Police Department, Recreation, Benson's Park, and the Library.

The Board is adjournment at 10:09 a.m.

Recorded by HCTV and transcribed by Donna Graham, Recorder

Hudson Board of Selectmen

Kenneth J. Massey, Chairman

Richard J. Maddox, Vice-Chairman

Shawn N. Jasper, Selectman

Benjamin J. Nadeau, Selectman

Roger E. Coutu, Selectman