

HUDSON, NH BOARD OF SELECTMEN
Minutes of the February 5, 2008 Meeting

1. **CALL TO ORDER** by Chairman Jasper at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. **PLEDGE OF ALLEGIANCE** led by Selectman Maddox.
3. **ATTENDANCE**
Selectmen: Shawn Jasper, Ben Nadeau, Ken Massey, Rick Maddox & Doug Robinson
Staff/Others: Steve Malizia, Town Administrator; Tom Sommers, Town Engineer; Donna Staffier-Sommers, Administrative Aide to the Sewer Utility; Conservation Commission: Sandra Rumbaugh, Chairman, Jim Battis, Michele Champion, Bob Haefner, Linda Kipnes and Tim Quinn; Tom Tollefson, HLN
4. **DISCUSSION ITEMS**
 - A. **Votes taken following Nonpublic Session on January 22, 2008:**

Motion by Selectman Maddox, seconded by Selectman Robinson, to approve the inclusion of the IT Specialist and Police Prosecutor's positions in the Hudson Police, Fire and Town Supervisors' Association, effective February 1, 2008 at the classification levels agreed to during the contract negotiations, carried 5-0.

Motion to adjourn at 8:47 p.m. by Selectman Maddox, seconded by Selectman Robinson, carried 5-0.
 - B. **Budget to Actuals**

Town Administrator Steve Malizia reviewed the budget-to-actuals with the Board. Budgets are generally on target, with Police and Fire overtime running over-budget. The Board requested a report from the Police and Fire Chiefs regarding overtime expenditure projections. The Board would like to know where funds would come from to cover overtime overrun.
 - C. **Discussion with Conservation Commission**

Sandra Rumbaugh, Chairman of the Conservation Commission was recognized and presented a copy of the Hudson Conservation Commission Goals, Objectives and Strategies Plan to the Board. General discussion of the plan followed. The Board of Selectmen was very receptive to the plan and appreciative of the effort that was put into the plan. (Copy attached.)
 - D. **Engineering**
 - 1) **Engineering Department**

The Board of Selectmen discussed the Engineering Department reporting to the Town Administrator.

Motion to re-establish the Engineering Department as a separate department, with the Town Engineer reporting to the Town Administrator carried 4-1. Selectman Maddox voted in opposition.
 - 2) **Town Engineer Job Description**

Town Administrator Steve Malizia presented the updated Town Engineer job description to the Board.

Motion by Selectman Massey, seconded by Selectman Robinson, to approve the updated job description for Town Engineer, dated January 29, 2008.

Discussion regarding the need to include computer skills required.

Amendment by Selectman Robinson, seconded by Selectman Massey, to amend the job description by adding the sentence, "Must be computer literate with experience using CAD and GIS software," carried 5-0.

Vote: Main motion to approve the updated job description for Town Engineer, dated January 29, 2008, and include the sentence, "Must be computer literate with experience using CAD and GIS software," carried 5-0.
 - 3) **Town Engineer Job Posting**

Town Administrator Steve Malizia presented the job posting. The Board requested that the computer literacy requirement be added to the job posting.

Motion to approve the posting of the position of Town Engineer, as amended, to include the sentence, "Must be computer literate with experience using CAD and GIS software," carried 5-0.
 - E. **Minutes Update (Planning Board)**

Chairman Jasper led a discussion of minute taking services for the various boards and committees in town. Board members debated using DVD's to supplement minute-taking. Selectman Robinson will speak to the Cable Utility Committee regarding the production of DVD's from the various meetings. Town Administrator Malizia will contact the Town Attorney to get a legal opinion regarding the use of DVD's in lieu of transcribed minutes.

5. **OTHER BUSINESS/REMARKS BY THE SELECTMEN**

Selectman Nadeau did not have any.

Selectman Massey did not have any.

Selectman Maddox did not have any.

Selectman Robinson read the notice of the Banking Commission meeting scheduled for February 13, 2008.

Selectman Jasper did not have any.

6. **NONPUBLIC SESSION** (None scheduled)

7. **ADJOURNMENT**

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

Recorded by Town Administrator Steve Malizia; transcribed by Executive Assistant Priscilla Boisvert.

Please note the following message by Mike O'Keefe, Chairman of the Cable Committee. "Because of a configuration issue, the DVD that was burned the night of the BOS meeting is essentially blank. Unfortunately, we had the 'perfect storm' of circumstances and, due to a cable coming dislodged in the CD Control room, the video that got recorded to the video server has no audio so, at this point, I have no audio recording of the meeting available unless someone recorded the meeting at home when it aired live. I will be talking with Jim to have the camera operators verify proper DVD recording in the future and I have already rectified the cable problem in the other control room so that will not be a problem in the future. I guess there's some irony in the fact the we have no recording of the meeting where the BOS discussed using DVD recordings for minutes."

HUDSON BOARD OF SELECTMEN

Shawn N. Jasper, Chairman

Benjamin J. Nadeau, Vice-Chairman

Kenneth J. Massey, Selectman

Richard J. Maddox, Selectman

Douglas K. Robinson, Selectman

HCC Mission Statement: The Hudson Conservation Commission is committed to conserve, manage, and restore or enhance the natural resources of the Town of Hudson, which contribute greatly to the quality of life and the long-term environmental health of the community.

GOAL I: Adequately protected natural resources including drinking water, ponds, streams, wetlands, vernal pools, forests, grasslands, the Merrimack River shore land, and other habitats that promote wildlife diversity.

Objective 1

Maintain and/or restore the natural values of wetlands and uplands on a watershed specific basis.

Strategy(s):

1.1.1 Create and maintain current overview statements describing the land and water features and other natural resources of Hudson's watersheds. (UNH Community Environmental Outreach Program, FY09)

1.1.2 Create and maintain a natural resources inventory on Hudson's conserved lands. (Part-time summer interns, Maps, FY09)

1.1.3 Pursue options and funding sources to control and remove invasive plants in Robinson and Ottarnic Ponds, wetlands, and other sites where these plants exceed acceptable levels. (NH DES Matching Funds, Warrant Article – Future Pond Clean-ups, CC Funds, FY09)

1.1.4 Develop and adopt a tree preservation ordinance (FY09)

1.1.5 Develop and adopt an enhanced wetland protection ordinance that results in minimal loss of wetland functions during and following land use alteration. (FY09)

1.1.6 Consider potential watershed and regional natural resource impacts during review of land use alteration proposals and offer recommendations to appropriate boards for preventing or minimizing adverse impacts.

1.1.7 Minimize wetlands fragmentation by using enhanced natural resource based community planning and design.

Objective 2

Identify and protect potential aquifers and recharge areas for public drinking water supplies and protect private well water quality.

Strategy(s):

1.2.1 Prime Wetlands Study (*In progress – Completion FY08*)

1.2.2 Increase public awareness of storm water management and nonpoint source pollution issues. (FY09)

GOAL I: Adequately protected natural resources including drinking water, ponds, streams, wetlands, vernal pools, forests, grasslands, the Merrimack River shore land and other habitats that promote wildlife diversity.

Objective 3

Maintain adequate flows of surface waters (ponds and streams) that meet or exceed Federal and State water quality standards in each of the Hudson watersheds that drain to the Merrimack River.

Strategy(s):

1.3.1 Monitor water quality in the streams, and ponds of each watershed. (*Currently monitor water quality in two watersheds*)

1.3.2 Ensure that land use alteration projects do not significantly disrupt existing stream flow regimes. (*Current WSE process*)

1.3.3 Develop and implement actions that correct situations where water quality standards are not being met.

Objective 4

Increase and facilitate opportunities for Hudson citizens to, 1) become more aware of Hudson's natural resources, 2) understand their values, and 3) act to protect and restore these resources through participation in land use decision making.

Strategy(s):

1.4.1 Explain and provide opportunities for constituents to participate in land use alteration decision making. (*Ongoing*)

1.4.2 Encourage establishment of natural resource protection citizens groups such as the Robinson Pond Improvement Council and Advocates for Ottarnic Pond and support their efforts. (*Ongoing*)

1.4.3 Educate Town boards and officials, civic groups, and interested citizens about Hudson's six watersheds. Portray and explain the location and boundaries, acreage, streams, current land use, and wildlife and habitat diversity for each watershed and summarize overall conditions. (*Maps, Brochures, Workshops, Harvest Fest, FY09*)

1.4.4 Explain the potential impacts land use alteration could have on water flow and natural resource values within each watershed. (*see previous strategy, FY09*)

1.4.5 Encourage school teachers and youth oriented groups to use local natural areas as outdoor classrooms and to participate in other environmental educational programs available in the Greater Nashua Region. (*Ongoing, Expand in FY09*)

1.4.6 Develop a user friendly website. (FY09)

1.4.7 Encourage environmental stewardship through the promotion of the "Hudson Green Team", participation in community events, and community gardening. (*Harvest Fest, Earth Day, FY09*)

GOAL II: Protected land that contributes to restoring and/or a sustaining Hudson's rural character and enhances passive recreation opportunities.

Objective 1

Develop and implement actions that increase funding and/or stimulate options that generate protection, management, and/or acquisition of open space.

Strategy(s):

2.1.1 Apply identified criteria/priorities of open space acquisition/protection to opportunities that may arise, so as to provide the town a rating of the parcel's relative desirability of protection. (*In Progress – Completion FY08*)

2.1.2 Sponsor public walks and hikes on Hudson conservation land. (*Ongoing*)

- 2.1.3 Maintain and frequently update (at least every three years) the Open Space Areas map (*FY09*)
- 2.1.4 Maintain and improve existing physical trail conditions in Hudson. (*Trailwrights Organization, Supplies, FY09*)
- 2.1.5 Develop a plan to create, fund, and hire a permanent public lands manager and encourage voters to pass a warrant article that establishes this position.
- 2.1.6 Integrate open space planning into the Town's planning/zoning review process to ensure that open space protection opportunities are considered for all areas of the town.
- 2.1.7 Develop and/or modify land use regulations that promote the protection of open space.
- 2.1.8 Partner with land trusts and abutting towns to identify and take advantage of opportunities that contribute to protection and stewardship of open space.
- 2.1.9 Proactively interact with owners of significant parcels (i.e., 40 or more acres) and offer them guidance on the benefits of open space protection. (*FY09*)
- 2.1.10 Develop and implement an outreach strategy that increases appreciation of Hudson's remaining rural character and bolsters support for open space protection. (*FY09, Warrant Article, O.S. Brochure*)
- 2.1.11 Provide citizen access to Hudson's natural resource areas by developing a town wide hiking trail system; place initial focus on: (1) north/south trail (Benson Park to Musquash Conservation Area), and (2) Merrimack River Corridor Trail as proposed in the NRPC report: *Merrimack River Shoreline Assessment – December 2000*
- 2.1.12 Coordinate with the Hudson Recreation Committee to plan, develop, and maintain trails that enhance outdoor recreational experiences such as: walking, hiking, wildlife observation, bicycling, cross-country skiing, canoeing/kayaking/rowing, snow shoeing, and horseback riding.

GOAL II: Protected land that contributes to restoring and/or a sustaining Hudson's rural character and enhances passive recreation opportunities.

- 2.1.13 Establish rules for the use of existing trails and conservation lands that provide a variety of uses while protecting the underlying value of the existing natural resources.

GOAL III: Interact with landowners and land developers in a way that contribute to restoring and/or sustaining Hudson's natural resources and rural character.

Objective 1

Work with landowners to achieve development that minimizes the alteration of, or improves the value of Hudson's natural resources and current rural character.

Strategy(s)

- 3.1.1 Develop and convey informational materials to developers, homeowners, and other interested citizens concerning proper maintenance, management, restoration, and development in natural areas. (*Ongoing*)
- 3.1.2 Consider alternatives to large lot zoning such as clustering, conservation subdivision design, transfer of development rights, and the planned unit development process.