

HUDSON, NH BOARD OF SELECTMEN
Minutes of the Budget Presentations of October 20, 2007

1. **Call to Order** by Chairman Shawn Jasper at 9:00 a.m. in the Selectmen's Meeting Room at Town Hall.

2. **Attendance**

Selectmen: Shawn Jasper, Ben Nadeau, Ken Massey, Rick Maddox and Doug Robinson

Staff/Others: Steve Malizia, Town Administrator; Kathy Carpentier, Finance Director; Richard Gendron, Chief of Police; Captain Don Breault; Captain Jason Lavoie; Lt. Bill Avery; Dorothy Carey, Executive Secretary; Lisa Nute, Information Technology Manager; Vin Guarino, IT Technician; Tom Tollefson, HLN

3. **Pledge of Allegiance** was led by Richard Gendron, Chief of Police.

4. **Budget Presentations**

Police Department (5610 to 5673)

Chief Richard Gendron said, quoting former Town Planner Mike Reynolds, "It's a pleasure to be here." He said they met the Board's goal of level funding, but it was difficult. Last year, their budget was down 2.8%. Another problem was that there are costs that have increased, over which the department has no control, such as utilities, gasoline, natural gas, and phones. Another item is tires, which have consistently increased in price. They used to pay \$55 a tire and now it's \$85. They saw some savings in some of their items. Last year, they went with Verizon Wireless, so that helped. It was a good decision to allow the department to make that move because that helped equalize things. They took out replacement items from the budget to keep it level funded, equipment that they would normally recommend be replaced.

Chairman Jasper said Administration was down about \$19,000. There were no questions or comments, so they moved on to 5615, Police Facilities, which was up around \$9,000. Chief Gendron said one of the costs was radio repairs, roughly \$8,000 because their warranty is over. The system was installed in December 06. Selectman Robinson referred to 224, saying it was up five grand. Chief Gendron said it was up in this budget because they cut it last year. What they spent the previous year was \$17,000. That number seems to be consistent. He just spent a bunch on the starter on the old generator—almost \$1,500 just to get it to kick over.

Chairman Jasper said Communications is the account that's up a little over \$7,000. Selectman Maddox asked if the new process of going full time rather than the part times realizing a savings. Chief Gendron said they did one position, so they still have 40 hours of part-time. It is working much better, without as much turnover as they were seeing before. They are basically covering two dispatchers on duty up till 3:00 a.m. and the weekends on day shift, they have one on Sunday. They're not seeing the turnover they did before. Selectman Maddox asked if there were savings to be included in this from not having the turnover, the training, whatever. Chief Gendron said he would say so.

Next was Patrol, which was down about \$21,000. Selectman Robinson referred to 5630-204 saying it was up four grand. The backup indicated it was regular preventative maintenance and repairs to the department's fleet vehicles. He asked if this was outside the warranties they buy. Chief Gendron said yes, they don't buy the extended warranties any more. Selectman Maddox asked how many vehicles they were planning to do this year. Chief Gendron said a minimum of five of the older Crown Vic's. Selectman Maddox asked how many vehicles were in the fleet. Chief Gendron said 25, including animal control; 15 marked vehicles. Selectman Maddox asked if the plan was to turn those over every three years. Chief Gendron said yes, on average, but some two, depending on the mileage. He tries to move them out before they hit 80,000 miles, but sometimes they go quicker. They put miles on the newer cars a lot quicker. Some years it's five, some years it's six; it's a balancing act. The unmarked vehicles last a lot longer. He has a 2003 that's slated to go, which had been used as a front line vehicle before it was used for an administrative vehicle. The other ones he'll be getting rid of are either 05 or 06 Crown Vic's. They are hovering between 50,000 – 60,000. Selectman Maddox said a couple of years ago, they had some four-wheel drives and he has never seen a four-wheel drive cruiser in all the times he's seen them go past him and asked if those are being held in reserve. Chief Gendron said they are not front line vehicles because those have a pursuit package or if it's a service vehicle, it has to have a service package. The Trail Blazers they just bought are strictly from-the-lot vehicles, with a towing package. The reason he needs four-wheel drive vehicles is during inclement weather. If there is major storm or a flood, they put magnetic signs on those vehicles and put them in service. They won't be used in any pursuits, but strictly to get from Point A to Point B in inclement weather. They put them in detectives and administration to run them when they need them. Selectman Maddox said the town bought them a couple of years ago, but they never see them. Chief Gendron said they will never see a four-wheel drive vehicle being used 24/7 as a first line vehicle because it's just not equipped to do that type of work. They would assume some liability if they were to use that for a pursuit vehicle and if one of the officers were to get involved in a collision or unable to respond to an accident or an emergency, they'd say the vehicle wasn't built for that purpose, so that's why he's not putting them out. In the past, they had Ford Explorers, which were specialty, pursuit vehicles. The only four-wheel drive vehicles out there are the Chevy Tahoe and the Ford Expedition, two full-size SUV's, and he can't see buying something that big.

Chairman Jasper asked how old the motorcycle being replaced was. Chief Gendron said 2002. It usually gets replaced every four years and they were going to replace it last year, but they held back on that one. He suggested keeping this one as a spare and use it for yearly training purposes, which really takes a beating. When it comes back from training, it often needs repair work done, and it could be out of service up to two weeks. In the summer, the motorcycle is a very useful tool. Holding on to it is more valuable than trading or selling it. Chairman Jasper said when the Board eliminated the position of Code Enforcement, that vehicle went away, but he thinks they are going to revisit this on Tuesday night and, if they do, there was a request to replace a vehicle and the Chief had requested \$5,000 and the Board said they were not going to put \$5,000 in the budget over there, so they would need to up this request. If anything changes and they need to take a vehicle from Police, they'd need to up this by \$5,000. Chief Gendron said they should increase whichever department wants it. Chairman Jasper said then they'd have to make a transfer over to the Police Department because they're the ones cutting the check. He understood the Police don't want it on their books, but from a financial point, it's easier. Chief Gendron said there was a request from another department for one of the Trail Blazers, because they picked up one this year and two the year before. Two of them have just under 30,000 miles. If he forfeits one of those, that's a big hit. Chairman Jasper said they have to be aware that if they do anything with vehicles, they need to come back to this line and increase it or put the money someplace else and transfer later, but his preference is to keep it in one place.

Chairman Jasper said they'd take up 5640 Investigations, and that account is up \$2,500. Chief Gendron said the only item they were requesting is a DVD recorder with a 40 zoom lens for doing surveillance work. Selectman Robinson referred to 101, saying they were down 50 grand in that account and asked where it went. Chief Gendron said he'd like to combine Investigations and Patrol and call it Operations. They are moving people around from one place to another and forgot to put them in or take them out. It just comes out that way, but it's a wash. It's a cat and mouse game all the time. They are operating with three detectives and one Sergeant runs it and they have someone up at the Drug Task Force. If they are dealing with a heavy caseload and have to get things done, he may put someone in there for a period of time to get caught up and take them back out. The shuffle balances out in the end. Ms. Carpentier said if the Chief wanted to combine Investigations and Patrol into Operations, although it is more work up front for her, she supports it. Chairman Jasper said it's up to the Board. Chief Gendron said although he'd like it combined, the Budget Committee prefers having it broken into two separate cost centers. Selectman Robinson asked how much time the Chief spends doing the accounting here. Chief Gendron said not a lot of time, but they do rotate people in and out of that division. It's not a big deal until budget time and someone asks why there is a \$50,000 difference and they realize they didn't pull their name out when they should have.

Next was Animal Control, up about \$3,000. Selectman Maddox asked what income offsets this, for storage and whatever. Chief Gendron said he'd have to check to see what she was getting for kennel fees and licensing. This year, they had a major problem with that. People just aren't licensing their dogs, so they want after them rather aggressively this year because that's the law. He has to check the monthly activity report because Jana tries to put everything in there, what she generates for fees and for the kennels and licensing. Ms. Carpentier said for animal control fines and court fees, \$15,039 and animal boarding fees, \$1,483. Mr. Malizia said licensing is about another 16 grand budgeted, so about 32 grand for those three accounts. Chief Gendron said if Animal Control picks up a dog and the owners come to get it within a certain window of time, there is no charge. The Board can change that, if they want. If the animal is kept overnight, they will pay a little more. Selectman Maddox asked how much activity there was in the 'hotel.' Chief Gendron couldn't say exactly, but there was activity. Selectman Maddox wondered how much value they were getting out of that facility, if they have positions for 30 dogs, and they are only storing three. He asked the Chief what the average was. Chief Gendron said that facility was built for the future of the town. They had been contracting out, paying the town of Pelham. Prior to that, they were doing some work with Nashua Humane Society, but they were paying a premium price, and that didn't work out at all. This is cheaper, the Animal Control officers are in town 99% of the time. Before they were running over to Pelham to take care of the animals there, then they had to drive over to get the animal if someone claimed it. The citizens would rather have their own facility in town, but he can't say today how many are in there. Chairman Jasper said only \$3,600 of the budget was related to the facility, itself. Selectman Maddox said and the staffing thereof. Chairman Jasper said they already had the staff; the facility was only \$3,600 a year and the Chief was right. Chief Gendron said they were paying a flat rate, whether or not they brought a dog to Pelham. Selectman Robinson said if memory served him right, that facility was built by a warrant article, by the voters. Chairman Jasper said that was correct. Selectman Massey said having been intimately involved, he inherited a name called 'pencil neck,' because of the animal control facility. A good deal of the money that was used to build that facility came from private donations. He well remembers the Trustees being involved in this and he can assure the townspeople that the cost of placing the animals in Pelham and the Humane Society were far exceeding what was ultimately going to cost to operate this facility. He well remembers those days. Chief Gendron said he did, too. Chairman Jasper said he, too, has unpleasant flashbacks.

Police Information Systems, which is down about \$47,000. Selectman Robinson asked who the manager was. Chief Gendron said he and Jay. Lt. Avery oversees communications.

Support Services is up about \$11,000. Chief Gendron said the bulk of that increase was ammunition, which is one of the items that has increased in cost tremendously, but they haven't increased the amount ordered by one bullet. They've been looking outside the state of NH for bids to see if they can get the same ammo at a lower cost. Trying to get the ammo is another problem. They have to wait from 90 days to 270. A lot of it has to do with the war in Afghanistan and Iraq, which is some of the same ammo. They went from \$12,000 to \$19,000. Selectman Massey said it's also being driven by the fact that copper has gone out of the roof, as can be witnessed by people being foolish enough to go into a substation to steal copper wire, and being electrocuted. People are stealing copper downspouts and, in some cases, ripping copper sheeting off roofs. Putting both of those factors together is what is driving up the cost of ammunition.

Chairman Jasper said Crossing Guards was level funded, so they moved on to Police Prosecutor, 5673. This is up some, which is related to wages and benefits. Chief Gendron said that, and every year they have to buy updated law books and disks, which they share. Addressing the items that were removed from the budget, Chief Gendron said the first item was the radio system for the third position. The new communications center has three radio positions in there now; two have radio consoles, but the third position just has the in-house computer system. The third position was designed for the supervisor, if something major goes down, so they can see what's happening, or they can call in a third dispatcher to at least answer the phones. To put a radio system in there, not only would they have to buy the equipment, but they'd have to apply for a license through FCC. Captain Breault was able to secure a \$23,000 grant to do the project. However, the cost of the whole project was \$35,000. Chairman Jasper asked if there was a motion to fund this, but there was no response.

Chief Gendron said speed laser for reconstruction was the next one. Lt. Dave Bianchi was the leader for the reconstruction team. The speed laser measures distances for not only crime scenes, but for fatals or major accidents and can calculate the speeds of vehicles prior to impact. Lt. Bianchi feels they need to have this because they are doing everything the old fashioned way, measuring with a tape, but it was one of the things that got eliminated. There was no response when Chairman Jasper asked if there was a motion.

Selectman Massey said going back to the radio system, the Chief has \$23,000 secured and asked if they could look at the surplus at the end of the year and apply it to that. He asked what the Chief has to do to hang on to the grant. Chief Gendron said it was due in July, so they could do that. Selectman Massey asked if there was a consensus of the Board for the Police Department to use the money at the end of the year, to add to the \$23,000 to populate that position. Chairman Jasper said if the Chief finds himself in that position, he should come back to the Board. It's a little unfair to commit, at this point, with all of the other unknowns. Selectman Massey said he wanted to establish right now that it's something they can look at. Chairman Jasper said certainly. Chief Gendron said the grant was awarded to them, based on crime and encompasses Nashua, Manchester, Hillsborough County Sheriffs and Hudson, and it is population-based. They need to use it to fight crime, but it's vague. They give them a lot of latitude on what it can be used for. They indicated it would be used to upgrade a third radio position, and that would suffice. They can hold on to it and do what Selectman Massey was saying.

Chief Gendron said relative to the AED's, or defibrillators, that are installed in all first line vehicles, at the workshop they discussed replacing them because they don't conform to the American Heart Association standards. A unit was used this week during a SWAT training. A medic from Windham Fire suffered a heart attack and Dan Dolan was there and brought him back. It's an item that the first responders are using continuously. Instead of replacing them, they worked with Fire Chief Murray and got them at cost because the AED's have to be compatible with the equipment they are using. When they show up at a scene, they just have to disconnect the Police's machine and attach theirs. The connectors are the same. The cost Chief Murray came up with was \$15,000. What they are going to do to try to hold the zero percent is buy the software and try to reprogram the AED's, and basically refurbish the ones they have. They won't get any warranties doing it that way, though, and it will cost \$5,000. There is a \$10,000 difference. Selectman Robinson said he was going to make that point. Account 5630-325, they've allocated \$2,600 to the repair of the AED's. He thought it would be wise to subtract that from the 15 grand and go out and buy new ones, adding this was a discussion for the Board. Chairman Jasper thought they came up with a good solution. These units aren't that old, at this point. Capt. Breault said they were 2002 and 2003 models. Chief Gendron said with the new system, they are allowed to zap them only once. There was no motion when Chairman Jasper asked for the will of the body.

Chief Gendron said there was a TV CD in the roll call room that needs to be replaced, which he will do if he has money left over from this budget, so they took that request out. There are a couple of outdoor cameras that need to be replaced. The one that overlooks the impound lot is pretty bad. John Beike and Dan cleaned it up the best they could. It's one of the cameras that was here at Town Hall when the Police Department moved to their facility. If there is money left over in the current budget, he'll replace it. They are not getting a clear shot of what's going on out there, and if they can't see it, it's not being recorded. Chairman Jasper said the Chief just talked himself out of any motion for that.

Chief Gendron said the mountain bikes they are using were bought by John Bednar in memory of his wife, back when they started the mountain bike patrol. He went back and forth on this issue, whether to replace or keep them. They were purchased from Hetzers. (There was no motion to fund this.) Chief Gendron said there was a request from the detectives for a metal detector. At a crime scene, they are used to find spent casings and various objects they are looking for in the woods, such as knives or guns. (There was no motion to fund this item.) Lastly, there was the part-time dispatch position to full time. Chief Gendron said they took that out. This was the last 40 hours of part time dispatch. They didn't want to submit another warrant article, overburdening everyone with them. The Board knows his position; they should all be full time. (No motion was made to fund this item.)

Chairman Jasper referred to the two warrant articles, I and J. Article I was for two police officers, \$135,418. Chief Gendron said last year during the budget presentation, they requested two police officers. This increase would impact the late night shift, the C squad. Lt. Avery, who just got off late nights will tell them some of the problems they are seeing in making arrests or responding to calls, there are times when there is no one out on that street. They are required, when making an arrest, to bring an officer in the station so if something happens in a cell block, someone can respond immediately. They are doing their best to process them and get them out. They are working with IT to install an ATM machine in the lobby so that when someone comes to bail them out at 2:00, they can get the money real quick and get them out of there. It is a safety issue for the officers; they are out by themselves and they have to respond to a call, taking into consideration the location of the facility, if something happens down at the south end, that's a long ride. These two officers would definitely complement C squad. In looking at the activity over the years, these positions are warranted. They haven't increased the number of police officers in the town of Hudson since 2001, so it's long overdue. There is an increase in arrests, calls for service, for support and he hoped the Board would support this article.

Motion by Selectman Robinson to see if the town would vote to raise and appropriate the sum of \$135,418 which represents the cost of wages and benefits to hire two additional full time police officers, who would be assigned to the Patrol Division and work directly in the neighborhoods and business community, to the warrant, seconded by Selectman Massey.

Selectman Maddox said they talked about this last year during the deliberative session and he just doesn't see it. In a \$6 million budget, 45 sworn officers, there is a way to make them come out of the existing staff. Adding two more positions, \$135,000 a year, is not warranted at this time.

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

Chairman Jasper said Article J was for one drug officer. Chief Gendron said last year and during this year's workshop, they brought to the Board's attention the amount of drug activity coming into this community. He is very concerned with the level of drug activity they are seeing. He has had quite a few discussions with Selectman Massey in regards to this matter. He would like to be in a position where they are with drunk driving and sexual predators on line, that if you are drunk and coming through Hudson, that's not a wise thing to do because chances are you're going to get caught. If you're on line talking to who you think is a 13-year old, chances are that's a detective. He'd like to have the same reputation with drugs. They are seeing drugs coming in from Lawrence and Lowell and when the heat's on in Manchester Nashua, these people are dealing in Hudson. He's been a police officer for 28 years and in the last two years, he's seen two hide vehicles. Very sophisticated work is done to vehicles to hide drugs, which tells him the type of individuals coming into town are sincere in setting up shop. They will never eliminate all of the drugs, but he wants to control it, and the only way to do that is to put out a strong message and be very aggressive in these investigations of drug dealers, telling them this is not the place to sell drugs—and drugs have a direct impact on the amount of crime and quality of life in town. It's going to affect the schools and everything from shoplifting to burglaries to major crime, and they don't have to look far. The individual that killed Officer Briggs in Manchester was in Hudson doing a robbery a couple days before. In looking at the recent survey of NH prisons, they say 83% of the population has some drug or alcohol dependency walking in there. As Chief of Police, it's his duty to let the Board know that this is something they all need to work on and the only way they are going to attack it is by assigning a detective solely to work on this project to identify the dealers and make the arrests and bring Hudson back under control.

Motion by Selectman Robinson to see if the town of Hudson will vote to raise and appropriate the sum of \$67,709 which represents the cost of wages and benefits to hire one full time drug officer to be assigned to the Detective Division, to the warrant, seconded by Selectman Massey.

Selectman Robinson said, for the viewing audience, in 2005 the town of Hudson, for the first six months, made 34 drug arrests. In the first half of 2006, there was 50 and this year, 74 drug arrests were made in the first six months—more than double. This position is needed.

Vote: Motion failed 2-3. Selectmen Massey and Robinson voted in the affirmative.

Information Technology (5330)

Information Technology Manager Lisa Nute was recognized and introduced IT Specialist Vin Guarino, who prior to his being hired full time, served as the IT consultant when the former IT Manager left the employ of the town, so he is very familiar with the operating system. The other IT specialist, John Beike, was not present because he was working. She understands that Selectman Robinson felt the need to bring in 1,000 Grand Bars for a previous department. She considered bring in some Slim Jim's because that's what the IT budgets are. She said she wanted to explain ahead of time that the Board skimmed over the 5660 accounts in police, with no questions. It was down by \$16,500 just on the operations side, which is all IT related, nearly a 27% reduction. They were able to do this because they are now consolidated, saving services, utilizing resources and on the 5330 side which is Town Hall, Fire, Rec Center, Highway, etc., they are down 3%. The paperwork in front of the Board did not reflect that salaries were not transferred, so there is that salary chunk that was taken from Police, which is why the salaries look like they are way out of proportion. Basically, it was a transfer over. The budget before them was based on two things—maintaining the current hardware and software, such as maintenance contracts and things to continue with what they have, and/or it is new technology that will save the town money, either immediately or in the long run. The budget is based on the current and future goals and is also a continuation of the current FY08 budget, so she wanted to go through each item and, as a new department, she wanted to explain what this was, what they are looking at, why they have that so the Board can see what items are a continuation of what they started doing last year.

Chairman Jasper asked if there were any questions on the salary line. Mr. Malizia said that's what the individuals were hired at and nothing has changed. Ms. Nute said 202 was software maintenance for all their modules in MuniSmart, the accounting software used by all departments. For the budget process today, it's for payroll, PO's, cash receipts, receivables, building permits, utility billing, etc. That has gone up considerably because they have been adding modules to accommodate the data, trying to get off the VAX. The increase was 45%, mostly for that reason. She pointed out that while one line may be up 45%, the next one was down almost 53%, so she has rearranged things and it will take her at least two budget cycles to do so. She'd like to see it within the departments using it, so they can track who is using the majority of the IT, or what percent it is. This is also up because they have a new maintenance contract that they will need to pick up for the new document imaging system and it is also showing a new \$1,500 cost which inadvertently got dropped in the last budget or two because the notice was not going to an IT Manager after the previous one left. Highway has helped her out this year because it wasn't budgeted for, but GIS is too important a software module to let go by the wayside. They need to keep that updated and maintained, so the addition is in 202.

In 204 is their large equipment hardware maintenance. This was lowered almost in half, down by 52.8% with the IT Specialists having the expertise to maintain equipment better than in the past, they were able to lower and save. They are maintaining just the major servers, which needs 24/7 service. They have two emergency dispatch systems and this hardware maintenance is for those major server systems. In 205 large equipment repairs, this is for printers, PC's and equipment that is not covered by maintenance contracts, so if they need someone to come in and look at a printer, this is where it gets pulled from. Selectman Massey said based on what he was seeing, they could effectively put a tombstone RIP on the VAX. Ms. Nute said that was right, it was no longer showing in their large equipment hardware maintenance, and another reason it's down 52%. Selectman Maddox said this is for FY09. Selectman Massey said they may not turn it off this year, but it definitely won't be budgeting for it next year. Ms. Nute said it needs to be turned off by the end of December because FY08 does not have money in the second half of the year for it. FY08 was chopped in half, assuming it would take until December. Vin is currently working on converting the remaining data over to a PC so it can be viewed. That is his priority right now, but he keeps getting sidetracked. In 208 is telephone and telecommunications. They are leasing lines by Bay Ring to get from Town Hall to Police, Animal Control and Highway. They are also leasing a phone line to go from the phone equipment to Verizon. This is for cell phone usage for a staff of three for 24/7 response. IT does not sleep with two emergency dispatch systems and this line item has something new, fiber optic cable to run from the Rec Center or HCC, if they make a change there. It would service either building to Fire for phone and data.

Selectman Maddox asked if they were going to spend \$5,000 to run fiber optic to the Community Center. He was having a difficult time with that. They have a phone and Mr. Yates has a cell phone. Why would they spend \$5,000 to run a fiber to the Rec Center? Ms. Nute said she was glad he asked that, adding that Vin was going to pass out some information for the Board. She asked for the Board's support in this and she wanted to talk about account 450 Capital Reserve Fund. They currently have a fund set up for any technology that they need down the road because there are some big things coming up. Telecommunications was one of the things they discussed when they put that capital reserve in place. They will have software upgrades, eventually, and they are currently putting in around \$5,000 a year and have a couple years accumulated in there. She is asking to increase that by \$17,000. She spoke to the chart, pointing out the different areas as she was speaking to them. They are going through the internet to pass data for the School Resource Officers, the Community Center, which they are paying year round for a lease line, but only gets used during voting and when the Rec Center is being used in the summer, to the district court office, the neighborhood offices for the Police Department. Robinson Road Fire Department is using the internet Comcast to get to MuniSmart and network intensive things, such as the IMC software. The red text is what they are currently paying for and she has the accounts indicated. Some departments are taking it out of 208 and others from 215, but at any rate, she is paying those. The skate park has no connection and the big pipe in red is what she is referring to as the fiber optic and it's big for a reason. There is a lot of capability on those lines and it's a full 100 to 1,000 megabit speed, the best you can get. They have a fiber connection from Fire Admin to Central Fire and from Lenny Smith Central to Town Hall, and in FY08, they are putting in a Highway piece to Animal Control and Animal Control to Hudson Police. On the very bottom, the loop, is how they are connecting between the buildings. This is currently not adequate. Vin passed out some more information, a spreadsheet that showed the current cost of those lines, the speed, the type of line they either have or is available to them and current and proposed uses of that line. On the far left under Infrastructure, Ms. Nute said there was town owned fiber optic, those big red pipes on the diagram. Underneath that is Verizon fiber trunk, which is like town-owned fiber, except it will be leased and they will pay a whole lot more to have that installed than doing it in-house. The town-owned fiber optic is referring to IT working with Fire personnel and doing this in a very, very cost effective manner. She wouldn't even consider looking at the T-3. It is a nice, big up and down load speed of 45 megabits, but the price is astronomical and they'd pay a lease for that. Fios is what they hear advertised, and now they have fiber in people's homes, a five megabit up and down load speed and the best you can get on that, but it's not a guaranteed speed. It will be shared with the whole neighborhood and whoever is around and how much everyone is using it at the time. On the far right is the leased line and she costed out the annual cost, the five, 10 and 15 year cost. The next two are direct copper. They currently have copper going to the Rec Center at Oakwood. This is fine because there is no cost because the town owns it just as if it was town-owned fiber, but it's only getting him 4.6 meg and the biggest reason she'd like to connect that little piece with fiber is because they could put them on the phone system, which is coming in April. He would be able to change his voice mail from his house if a program is cancelled, or whatever. It'd save time and cost because it's an added connection on the phone system, which already has a place, versus have to equip them with outside line phones and then paying for a monthly phone line, as well. If he was on the phone system, they wouldn't have that expense. They'd have to factor in the \$30 plus a month for phone lines. They also have direct copper to Burns Hill Fire Station. The upload speed and download is different

from Rec because it's farther away. The further away you go with copper, the less adequate it is. Under that are the T-1's, the two skinny lines on the diagram, connecting Town Hall and Fire. The speed is only 1.54 meg up and down and Kevin Burns, Priscilla Zakos and Dorothy Carey can confirm this is not adequate. It crawls when doing a purchase order or the budget screens. They are working some very network intensive applications. For GIS, turn it on and walk away. When you come back, you may have your map up. It is very slow and this is what she is trying to improve. There is also future capability. If they can swap out the T1 lines with a piece of fiber, they open up all kinds of possibilities. You've got one big pipe, 12 fiber, going down between these facilities, but within that, they've got 12 lines—one for phone—that's why they need two, here. As it is now, they've got to separate out the phone from the data. They can have, within that one piece of fiber, something for the phone, a line for data, video going back and forth, they can monitor video at Police Dispatch from a camera in Town Hall Clerk's Office, when they're open on a Thursday night. They'd have capability for things like that. This is also future growth. You do this once, and they are set to go for technology for decades. Underneath that is Comcast cable and this is in priority of fastest speed to slowest. Comcast cable is only 0.6 meg up and six down. What the up and down means is as if you were downloading pictures from the internet and uploading to Gramma, that's the up and down. There is a difference; you don't always get the same up and down speed. They are using Comcast cable at Town Hall to get to the internet, and they're using Comcast cable for the Robinson Road fire station, and that is very slow. She tried to put in the Verizon Fios and was told it's not available at Robinson Road. There are no residents with it up and down that entire street. If that was available, that would have increased the speed. It would have cost a little more, but it would have been much more adequate. Another perfect reason to get Robinson Road on a piece of fiber in the future—but not in this budget—is because they, too, can be on the phone system, which is not that far away from the Police Department. It's very cost effective to do that right now because they are using Fire resources to do it, they are lashing to their cable because it's considered as part of their alarm system and the telecommunications in town that relates to safety and emergency services, and you're talking the time of a Fire Lt., or whoever the staff is pulling that for them. Once that's up, you own it. If you look at what's in gray at the very top, Town Owned Fiber Optic and to the right is the annual cost of \$30,000. The reason she came up with that and the reason in the 450 account she put \$17,000 aside is because that's in two pieces. The reason it is in two pieces is to keep the budget level funded. In the gray at the bottom, fiber optic would be replacing the T-1 costs at \$7,000 each and the Comcast cable, Town Hall internet. If she has a big pipe, that would be the replacement piece of fiber. The other pieces are future, if they wanted to do Burns Hill Fire and all of that, they can look at that down the road. In this budget, they really need to consider the big pipe at the bottom of the diagram between Town Hall and Police.

Selectman Robinson said they touched on this briefly when they did the Fire Department's budget, but this is one of the reasons for the bucket truck. The Fire Department runs a mile of copper line each year. He said Lisa had given him a number of what the savings would be by the town doing this, working with the Fire Department. Ms. Nute said without the Fire Department, this was like \$70,000 for someone outside to do this piece. Selectman Robinson said because they are packaging it with the Fire Department, part of the emergency system, they'd be able to have the town do it and the Fire Department has already agreed to work with IT in the running of the lines to save the town \$70,000 for the running of the line. Selectman Maddox said government shouldn't do everything. There are businesses that provide this service a lot cheaper over the long term. If they look at what that bucket truck is going to cost to justify part of the cost, it just gets another maintenance issue. If they put in Fios, they maintain it. They have the requirements to keep it upgraded. He just thinks they are setting themselves up to be having to deal with emergency calls in the middle of the night when the fiber gets broken. Then it's a Verizon issue, as opposed to the town of Hudson expending man hours. He just thinks this is too early and it's too expensive. Ms. Nute said she is told this fiber is pretty much indestructible and it is within the alarm, so unless some major catastrophe takes down the entire infrastructure for PSNH, everything on the pole, the electrical companies and utilities will be out there getting it back in place. If you look at what they would be saving in the long run, even if they allowed her to put in the whole 30 right now, rather than doing it in two years piecemeal, the first year cost of the lines she will be getting rid of is \$15,000; the second year, it's \$30,624. If they give her the \$30,000 right now, going all the way from Town Hall to Police, instead of waiting for the second year, they're already ahead of the game, plus she's locking into today's price instead of waiting for next year.

Selectman Massey said he was trying to understand the chart, but it was the first time they've seen it. It looks like they are currently spending, in the gray areas, the \$15,000 and Lisa is proposing to replace it with fiber optic for \$30,000. How can the first year's cost be \$15,000? He thought it was an incremental \$15,000. She is going to spend \$30,000 instead of \$15,000, so he didn't understand why the first year's cost was \$15,000. Ms. Nute said because the Board's direction was to level fund their budgets. Selectman Massey said but she was adding \$15,000 to the budget to make it happen. Chairman Jasper said the request was not for \$30,000; she said *if* the Board gave her the \$30,000, but she is not requesting that amount. She was just using that for comparison. Ms. Nute said she was requesting the first half only. To be level funded, she can afford Greeley Street to Animal Control, then slice it from there, pick back up at the junction box and come down to Town Hall the second half of the year, and then they will have a complete pipe through, but she will still have to pay for the leased lines. Selectman Massey said he needed to get this straight in his mind. Right now they are spending the \$15,000 for the Police, Town Hall to Police and Town Hall to internet. Ms. Nute said that was correct. Selectman Massey said if she gets the requested \$17,000 how much of that \$15,000 goes away in the first year? Ms. Nute said none. Selectman Massey said so the total cost to the town for all of the interconnections is going to be \$29,000--\$17,000 for the new and \$15,000 for the old. Ms. Nute said that was correct. Selectman Maddox said the total was \$32,000 not \$29,000. Selectman Massey agreed, saying the next year, he didn't understand how the cost can go from \$7,000 to \$35,000 in one year. Ms. Nute said the five year cost was at the very top. She was just trying to show that in five years, that's what the town has paid in leased lines, but to make it less confusing, she could have put a two-year calculations. Selectman Massey asked, if they put in the second piece, another \$13,000 he asked if that was the way it worked. Ms. Nute said yes, she gave herself a little leeway, depending on what the cost does, and she needs switches and things. Selectman Massey said the budget would be increased by \$32,000--\$17,000 and \$15,000—and asked when the \$15,000 that is there disappear. Ms. Nute said as soon as that whole pipe is put in. It is tested and then the leased lines can go away. Selectman Massey said the first year they spend \$32,000 and the next year she proposed spending \$15,000 to complete the connection. What would she spend on that other \$15,000 in the second year? Mr. Malizia said it depends on how quickly they get to the project. Ms. Nute said the cost of the fiber itself, the equipment they need for the ends and the testing. The Lt. who would be doing this doesn't have the kit necessary to terminate and test all the way through, so it includes a vendor to come in and do that little test, which is not a big piece of it, or they could invest in the equipment to have it in-house. Selectman Massey asked if it was reasonable to expect she would have to maintain that \$15,000 for the entire year, for the leased lines, next year when she comes in for the budget. He asked if she'd add that to her budget next year, as well. Ms. Nute said that would depend on how soon those resources in Fire became available. Selectman Massey said he was looking at the worst possible case; she'd have to maintain that line item. Ms. Nute said maybe half a year, if it takes him through the fall to get there, but she didn't think it would be more than through the summer. Selectman Massey said if they take half, that would be \$8,000. She'd have to put in \$8,000 for the existing equipment and \$15,000 for the new, or \$23,000. At the end of that, she will have spent \$55,000. The next year, she'd be budgeting zero in that line item, as he understood it. Ms. Nute said

that was correct. Selectman Massey said in the third year, it has cost them \$10,000 to convert. In the fourth year, it's saving them money. Ms. Nute said if they do it in two-year increments.

Selectman Massey said she indicated that the Fios was not fast enough, if he heard correctly. Ms. Nute said Fios was not available when they needed it, when they first put in the T-1's to the Police. Selectman Massey asked, if they had Fios today, not fiber optic... Ms. Nute said that would still not be adequate, going from here to Police. Selectman Massey asked why. Ms. Nute said they have a phone system that they need to network and they have network intensive data going back and forth and they have the emergency operations center that is located at the Police Department that will require things like the GIS. Highway uses the GIS. Selectman Massey said what he was having a hard time internalizing is when he goes to an ATM machine or a gas station, they are connected to a bank, in many cases, thousands of miles away, and yet within seconds, that transaction has been accepted, approved and comes back, and they are not using anything other than dedicated phone lines. What is it they would get with this they wouldn't get if they used the ATM-gas station-type technology? Mr. Guarino said the bottom line is the amount of data that gets sent. Credit card information is minor, it's very small. It's the difference between using an old data terminal versus Windows, which has a lot of characters. Selectman Massey said he was coming at this from a slightly different perspective than Selectman Maddox, but he'll give them an anecdotal piece of information. Last year, he got on his computer and he's on the slowest speed that broadband has, and he ordered a piece of software over the internet. The message that came back to him immediately said, "You don't have any money to do this. The bank has refused your transaction." He entered it again and within seconds, "The bank has refused your transaction." He did it a third time, and to make a bottom line short, he called the bank up and 15 minutes later, they're sitting there telling him, "Oh, yes, Mr. Massey, we see all three transactions." That transaction going into his bank was not the only transaction that occurred in that five minutes he attempted to do it, so he didn't understand why, unless she was telling him that from any point to the main line computer, there's only several bits of transmission occurring, as opposed to this one that has got massive amounts of data going across simultaneously. Ms. Nute said that example wasn't comparing apples to apples. Did he ever take large maps and go the opposite way with it, sending it out to someone over the internet? She guarantees it would either be crawling or timing out or it wouldn't go. That's the difference. Chairman Jasper said it's the type of information that is being transmitted. He thinks this has become a lot more complicated than it needs to be. If they simplify it and give her \$30,000 this year, and direct the Fire Department to get it done and they get it done in fiscal 09. Then \$15,000 worth of cost will go away in fiscal 10. By increasing the IT budget by \$30,000 this year, they could then decrease the budget \$45,000 in 2010. Ms. Nute said correct, but it's not increasing right now because if you look at 450, they are just moving that to a place she can use it. Chairman Jasper said for an increase in the budget of \$15,000 this year, they can eliminate \$45,000 in 2010 and then it would be \$15,000 less than it would have been every year thereafter. It seems to be a no-brainer to him to do the project this way, even though the short term pain is there.

Selectman Maddox said if they went through the exercise with his esteemed colleague across the way, it was \$55,000 to do this and there is some fuzziness whether or not they do it all in one year. He was looking at this and it says the 15 year cost of Fios will be \$54,000. They can do 15 years for less money than this technology. It has an annual cost of \$3,600 a year and the 15-year cost is \$54,000 so for 15 years they can have this system up and running as opposed to, again, putting in something... Chairman Jasper said he was totally lost. Selectman Maddox said what Selectman Massey came up with was they are still going to have to carry some of the existing cost for a certain amount of time. Chairman Jasper said the problem is the Fios is not available. Selectman Maddox said not in all areas, but it is between Town Hall and the Police Station. Ms. Nute said it wasn't when they put it in. It is down 111, but she's not sure it goes up Constitution. Chairman Jasper doubted that. What he's saying is the \$3,600 would replace the \$15,000 and asked if she agreed. Ms. Nute said the speed would not be adequate. Selectman Maddox said yes, but they are going right now in some one these, and even with the T-1, at one point, five mips, you're going to go up with the VPN off of the Fios to five mips. Ms. Nute said she'd still need another line for phone, so double that and give her another line because you can't put phone and data on that one line, and with fiber, you can, plus future growth, as well. Chairman Jasper said in the town of Hudson, roughly 80% of their costs are labor, so when you've got people sitting around, waiting for something to download, every additional minute they have to wait for something like that, the cost is incredible when you add up all the people that are waiting. They are being so penny wise and pound foolish if they don't do this. Maybe they can do this, but it's going to be slower, oh, well. Personnel costs. Lost opportunity costs. It's just ridiculous.

Selectman Robinson asked what account they were in. Ms. Carpentier said 5330-450. Ms. Nute said the \$17,000 amount was correct, as indicated in the backup, not the \$12,000 that was shown in the budget book. Chairman Jasper said this was going into a capital reserve fund and asked if the Selectmen were the agents to expend. Ms. Carpentier said it doesn't say, so it will be town vote. This is not the place they'd want to leave it if the intention was to do it all in one year. Chairman Jasper said they don't want to put anything in there. They should zero it out. Ms. Carpentier said if they were going to do it over two years, they'd have to leave it in there. Chairman Jasper said it was going to be done in two physical parts, do work in two fiscal years. Put it away and do it all in one year. It belongs in this account. Selectman Robinson asked if it would go in 403. Ms. Nute suggested 208.

Motion by Selectman Robinson to increase Cost Center 5330-208 from \$25,400 to \$55,400 an increase of \$30,000 and decrease 5530-450 from \$12,000 to zero, seconded by Selectman Nadeau for discussion.

Selectman Robinson said this account would pay for itself in two years and would save approximately \$30,000 in the end, so it would be a wash in two years. Selectman Massey said the Chairman may have gotten right to the heart of it. They have today in the budget \$15,000 for existing telecommunication lines. The budget has an additional \$12,000... Ms. Carpentier said they were increasing the budget by \$18,000 with the motion. Selectman Massey said that's for fiscal 09, they'd have \$33,000 in budget costs. Next year, they'd have zero cost in that budget. Chairman Jasper said correct. Selectman Massey said if they do nothing, they'll have spent \$30,000 for those two budget years, so what they are basically spending is \$3,000 to upgrade to a very fast bi-directional... and she trigger in his mind that it is true, that his transaction going from the ATM or gas station is uni-directional, but if the bank had to blast into all of those, the network would come down. So, on that basis, it does make sense to spend the entire \$30,000 this year and string the network connections because they are really talking an incremental cost of \$3,000 for two years. Chairman Jasper said there is the labor in the Fire Department. Selectman Massey said that's a sunk cost because they're there. Chairman Jasper said he wanted to make that comment, but he thought it was still worth it. Selectman Robinson said he spoke with Deputy Chief Buxton, who confirmed that the Fire Department would be more than willing to do it. Selectman Maddox asked if some portion of the \$15,000 would be reduced. Chairman Jasper said not at this point. If they get it done in December, they may save \$7,000 but it's hard to predict how long it will take for them to do it. They need to leave the money in there because they don't really know for sure how long it will take to complete the project. That will depend on emergencies and things like that.

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

Chairman Jasper asked if there was anything more to discuss in IT. Ms. Nute said they just discussed 215 that would go away. Regarding mileage reimbursement, this has already blown out. She made a mistake in not bumping this up a little bit, but this is nothing more than two classes worth of IT technical training in Nashua. This does not count using their own vehicles, shuttling around town, back and forth, as they do. A round trip from Robinson Road is 10 miles and they do that on a regular basis. The reason she made a mistake in this line is because in training, she expects to send Vin to an ESRI technical course. This is one area where they don't have enough specialization and GIS is a huge application. There's a lot of technical things to it. The engineer has been using consulting services to maintain things. Vin has been able to pick up a lot of that on his own. He did take the time to fix some images for Tom Sommers that were not right. The problem is that to convert those to the GIS, it requires some software that is in excess of \$10,000 to \$20,000 so in lieu of buying that, she has some consultant services for GIS still in 252 to do that, but she plans to have Vin go to the training. That training is only in Danvers, MA and \$50 won't cover his mileage back and forth for three to five days. In 237, besides the training, she has two technical courses because they need to keep up on changing technology, which happens constantly. They will have Vista coming in the future, and they need to stay on top of things like that. Selectman Massey referred to ESRI and asked if that meant only one person in town will be able to navigate through that. They are talking about a GIS system. Ms. Nute said they are not talking about the user end of it. Tom Sommers uses it, Highway uses it, Community Development uses it and they are doing OK. This is the behind-the-scenes stuff and Vin is very good with data bases, so he has pretty much figured out a lot of that on his own, but there are things like getting in there and redrawing roadways that really require some expertise they just don't have now. Selectman Maddox said they have a resource, NRPC, and why wouldn't they use that? Ms. Nute said a consultant was more costly than doing it in-house and just to be able to have the availability of somebody who can fix things at a moment's notice. They get a ton of requests from Conservation Commission members, VHB and people who look for GIS data and they need to get in there, copy what they need and take out certain pieces, and that requires expertise. If they are constantly going out for consulting, 252 would have to be increased. Selectman Maddox said if they did that, they'd be able to cut some other items to pay for it. Chairman Jasper said if he had some suggestions, he should... Selectman Maddox said he was just saying that they have a resource at NRPC and they have one of the best GIS systems in the state that they are more than willing to work with the town and he was just wondering why they are tying up town staff to train on something these people know backwards, forward and upside down. The town pays a considerable amount of money to them. Why wouldn't they utilize that resource rather than, again, try to train staff on something they are going to use once a month as opposed to someone that uses it every day? He's have a tough time expending those kind of dollars. Chairman Jasper asked if Selectman Maddox was saying NRPC provides IT services. Selectman Maddox said he was saying there was a user group that they are trying to start up right now for GIS for people to get help, support. If Lisa is saying she needs to find levels on the GIS, he would think that NRPC has those same GIS maps of Hudson and, maybe they could pull it up for the town, at probably a much less cost than having in-house staff trying to learn how software works to do it. Ms. Nute asked if he was recommending that when they get a request for data from the Conservation Commission, they should be sent to NRPC. Selectman Maddox said he was asking what resources NRPC has that they already have that they could provide the town. If Conservation wants them to blow up a certain piece of area to only look at whatever... he didn't really know what they were asking for. Ms. Nute said they are looking for database things, looking for things they have in-house on their servers. NRPC wouldn't have that unless they are given a copy. Selectman Maddox said they might have a lot of that because they've done a lot of that of natural resource tracking—all of those things they might have. He's just asking why they want to spend a lot of in-house time learning something they might be able to pull up instantly. It's something worth researching. Ms. Nute said the town would have to keep NRPC updated with data, but she can look into what they offer and if there is something they could do for the town. Chairman Jasper said it's nice to have people in-house that knows what is going on. People are going to be on vacation for two weeks over there and there are times when they would have multiple requests. He asked how much they were talking about for the training. Ms. Nute said \$1,500 and the technical experience would go a long way. Selectman Massey said if he were to think of it just in terms of cost, figuring that an expert in this area would be \$50 an hour. You'd get 30 hours of support for an annual contract of \$1,500. What they are talking about is somebody in the engineering or planning department might want to see just the layer that has the utilities, the sewer, water and gas lines that are in the map, and they want it for a specific segment of the town. That's the type of request they are going to get and they'd probably find they'd get more than 30 hours of those kinds of requests on an annual basis, given there are three land use boards and two departments and Fire is using it now, so there's a lot of areas where he could see that having in-house expertise to give a quick turn-around to this type of a report generation would be useful. Chairman Jasper asked if this was going to be the type of thing where once he receives the training for the type of things that Selectman Massey just talked about, he's going to be able to impart that knowledge to others so they won't have to make the phone call every time. Mr. Guarino said he most likely will be working with people like Tom, helping him do some of the things he wants to do, as well as cross training within IT. Chairman Jasper said they will then have a benefit that will enable staff to do more things, rather than sending off to NRPC, hoping they have the ability to do something. This is going to have a much wider impact than just one person knowing. Mr. Guarino said that was correct. GIS is all data base driven, so that's why he has been able to learn a lot, but there are some pieces of it that he still is not sure about, and the training would help. The user group might, too, but he didn't know about that, which is something he'll look into. They can learn how to add things, but people don't know how to do it. NRPC is a good resource to have, as well.

Ms. Nute said she'd like to talk about 403, which are pieces and parts for their PCs and work stations. This is a continuation of the FY08 budget with the category six cabling. They are redoing this at Town Hall. As they know, copper has gone through the roof and this piece of category six cabling is covering her shortage that she is now out of. It allows her to do Fire and Town Hall because they will be on the same phone system. High capacity hard drive is an absolute necessary piece of equipment for them because, as they get more and more data, there is more to back up and they need a higher capacity drive to handle that. The next item is something new that she believes is good technology to bring to the town because it saves people-time. She is looking to utilize a table PC and software for the Assessing Department. They currently use Patriot Properties for all their assessing software. They go out in the field and print every single house they need on a 2-sided piece of paper, which is beating up her printers and sending her cartridges through the roof, but they go out and mark those pieces of paper and then they come back in and enter the data. This tablet would be a stylus where they would actually be putting the data directly in. If they make this wireless technology, it's in immediately, so there's no longer that rainy day of having someone come in and sit and do this; it's happening on the scene. She is looking at bottom piece of the rugged laptop and wireless technology for the Building Inspector. It's the same idea, but using the MuniSmart. He goes out, does his thing manually, comes in and clerical people put the data in. This would be the start of getting some better technology out there for saving people-time, making their jobs a whole lot easier and having the information there directly when they need it, without having to make a phone call or come in. Selectman Robinson asked if this would mean keeping the people out in the field doing their jobs instead of inside in the offices. Ms. Nute said yes, and saving time from having the data re-entered. Selectman Robinson said the job is done once, not twice. Ms. Nute said yes, and this account is down 45%, despite that new technology.

Selectman Massey asked, now that they've got the IT under one thing, the hard drive she was talking about, would that assist the Police Department, if they need to copy a hard drive in an investigation. Ms. Nute said that was something separate. This is simply a place to store all the data they need to back up and have a copy of. What he was talking about was in this current budget, and they are already making that purchase. That was approved last year.

Chairman Jasper said there was one more line. Ms. Nute said that was pretty straightforward, PC replacements. What she'd like to see, if the Finance Director is willing, is things like that—the Assessor's stuff, the Building Inspector's PC—actually in their departments. Everyone has been saying the budgets have to be level-funded, so they can't afford to have the technology included in their budgets. It makes more sense to shuffle things around, maybe after the budget is done and the dust is settled and everything is in place where it should be. Next year, she can explain why something has dropped and why it's in another account, just to get a better handle on what's going on. Chairman Jasper thought they did want to see all of the computer purchases in here, so they could see the totality of what they are doing. The backup should indicate where it belongs, but they do want to see things here. Selectman Maddox said they are still seeing things in the Fire and Police budgets in this IT-driven cycle. They are actually buying computers and whatever, but he agreed with the Chairman. He wanted to see all the expenses to the IT items, not breaking it out in different departments. Ms. Carpentier said their thought was to create an IT department in each one of the major functions, so they'd still be able to roll it all up as IT, but they would know the individual cost per department. Ms. Nute said if they throw everything in there, it would take manual work to go back through each fiscal year and try to figure out how many PCs went to Fire that year, or Police, whereas if it's in their cost center, you know exactly what was done in which department. Chairman Jasper said the problem they had before was the Fire Department had a component, and they were spending their money, and everybody was buying different things. Their main concern is they don't want a mishmash of equipment. Ms. Nute said that was her concern, too. When any IT-related PO crosses the Finance Director's desk, she routes it to Ms. Nute for signature. She caught a couple of people attempting to buy printer cartridges through the catalogue, which is a lot more expensive than what she can get it for. That's why 303 is blown out already. She will be working with the Finance Director to transfer some of that supply money because, for the first year, at least, she needs to buy all of those to get a good picture of who is spending what. Police is already buying their own, so she can tell what they are doing, but she needs to get a better handle on the supply stuff. Selectman Massey said it was his expectation, given the reasons why they wanted to create a separate IT function, that however it's done, on an annual basis, the IT Director's budget for the entire town is visible to them, with the clear understanding which departments are specifically... because, ultimately, if they run all this fiber optic, you can get squirrely about saying the Fire Department is going to have 10% of that cost, so there are some things that just have to have a surtax on all the departments, and the rest of it is specific. Chairman Jasper said that was a good point. He didn't want the Fire Department making the decision of how many PCs or printers they need to purchase. IT folks are the experts and need to be deciding that. Maybe KC's way of doing it works out fine, but Lisa needs to have control over what those lines are in the particular budget, much like the schools can run object and function and do the same thing here so it can be sorted a different way. Ms. Nute said that was happening and she already had the Fire Department budget for two replacement printers, which the Board has already seen. Selectman Massey said as a follow-up to that, the town's purchasing policy clearly states, which he thinks is \$500, but given what Ms. Nute told them, they may want to address the minimum, any computer-related activities requires the signature of the IT Manager, or Director, but they should change it because the policy probably says IT Manager and given the fact that they just heard that even at the cartridge level, they can be paying too much, they might want to revisit whether the policy says all computer-related purchases require the IT Director's signature. He who proposes, disposes, so he will take a look at that with Steve or KC to see if they should change the policy. Ms. Carpentier said anything that crosses her desk, she gives to the IT Director. In the past, they never saw it because she was doing both roles, so she never saw an additional signature. Chairman Jasper said it ought to be clear to everyone in town what the policy is.

Ms. Nute said their anti-virus software is Norton. Backup, Executive. Open file stuff and that takes care of 450. It's pretty straightforward. Chairman Jasper asked if there were any additional requests or warrant articles. Ms. Nute said she put on the justification piece, as requested by Selectman Maddox that she look into licenses for the new document imaging system, she didn't put that in the budget because there's nothing in there yet. They are just starting with that and there's nothing to show the public. She and her IT staff were talking about this being a future source of revenue, and rather than give freebie licensing out there, maybe sell a user name and a password for, for instance Acme Real Estate, who wants to look at all the planning and zoning stuff for a year or so and, after that, if they don't want it any more, remove the name. They could look at that in the future, but it's a little premature right now. Selectman Massey asked if the numbers indicated concurrent users. Ms. Nute said concurrent users and there's a time out feature, so if somebody at their home was looking at a building and zoning piece of information, if they just leave and it's idle and someone else tries to get in, it will shut that one down. Selectman Massey doubted they would ever have more than 100 concurrent users; it might even be less. If they were looking at this for the future, he thinks they'd start with a low number of concurrent users, if they were going to do it, and if that proves to be insufficient, the next budget cycle, they'd increase the number of concurrent users. Chairman Jasper cautioned to stay focused on things at hand.

Selectman Massey said given that the IT Director is a separate division and reports directly to the Town Administrator, it would be appropriate not to call this a sub account under Finance. It should have its own top level account. Unless there's a municipal budgeting issue that requires it to be under the Finance sub category, his recommendation is to change for next year's budget cycle, the top level so it comes out as a separate department. Mrs. Carpentier said it's driven by state code, and it has IT and Finance in the same thing, but she can put a line between them so they look separate, but it would still have the same state code. Selectman Massey said the state hasn't figured out yet that IT is more than finance. Mr. Malizia said it can be given its own tab in the future.

Chairman Jasper said it was later than he thought. It took them much longer to do a \$400,000 budget than he thought, but they need to take a break. He hoped they could get through the rest of the budget relatively quickly. At 11:06 a.m., he declared they were in recess for about 15-20 minutes. The meeting was called to order at 11:27 a.m.

Finance (5310, 5320)

Ms. Carpentier said, under admin, this was primarily her salary and benefits and town audit expenses. She put in a little increase, based on the quote they got from Plodzik and Sanderson. An RFP was just put out for auditor services, so they will have more solid numbers next month, at which time they can make any necessary changes. They have split prior years, charging \$4,000 to the water fund and \$2,000 to the sewer fund and putting \$1,000 in for a single audit, which would mean if they got over \$500,000 in grant money, they would have an additional audit for the grants received.

Selectman Massey asked if the \$21,500 for last year's included the cost for the sewer and the water and the Trustees of the Trust Funds. Ms. Carpentier said water and sewer, no; Trustees of the Trust Funds, yes. Selectman Massey asked how much of the 26950 was for the Trustees of the Trust Funds. Ms. Carpentier said it's not broken out that way. Selectman Massey said two years ago when they started it, they actually up-charged them \$2,000 or \$1,000 extra. Ms. Carpentier said that was correct. They also up-charged them this year for some additional training and work that needed to be done because they changed Town Clerk/Tax Collector. Any time there is an elected official that has monetary responsibilities, there might be additional charges because they are going to look harder and probably spend some time showing them the ropes. Selectman Massey said, for whatever reason, if there is a change in Town Clerk, an additional audit would be required, but that would be in this year's budget. Ms. Carpentier said that was correct, probably two months after the March date.

Selectman Maddox asked if slept through the intern. Chairman Jasper said he must have. Ms. Carpentier said she put it in her budget last year, but she has not utilized it yet because she's been utilizing it in May and June of this year and the audit coming up next summer. That's in lieu of getting an additional head that she requested. Hopefully, this will adjust that need.

Ms. Carpentier said Accounting was for the accountant, the AP clerk and the Human Services Specialist and they are all covered under the AFSCME contract. Postage is mostly for the accounts payable checks they mail out, approximately \$6,000 a year. The paper for the printer upstairs, which is used by people in Town Hall. It also includes postage machine tape and anything that's needed for general use in the building. The only other additional request was to replace the carpeting in the Finance Department. It is not in the budget and is \$2,400. Selectman Massey asked for an explanation. Ms. Carpentier said several years ago, there was a flood down there. It's thin, stained and shredding and she'd also like to match the new part of the downstairs offices. Chairman Jasper asked how old the carpeting was. Ms. Carpentier said September 2001. Selectman Massey said the entire downstairs was about 2' under water, so the entire carpet was flooded, and new carpet was laid down then. Selectman Robinson had no problem with the expense, as long as they have three quotes. Chairman Jasper said they'd have three quotes when the work is done, but not for the budget. He asked if there was a motion, but there wasn't any.

Selectman Massey said the Finance Director did bring up an interesting question. If you are budgeting for paper and office supplies for the building, does that mean that none of the other departments are able to purchase these supplies under their cost centers? Ms. Carpentier said no. Community Development has their own copy machine and they buy their own stuff.

Selectman Robinson said, just as a note, asked if it would be possible, going forward, standardization between the departments for the backup that's in the book. It seems like each department has their own style and format of how they explain their expenses. Ms. Carpentier said that's one of her goals, working with the IT Director, to come up with a standard form for the next budget cycle.

Insurance (5910)

Town Administrator Steve Malizia said this was Workmen's Comp, the property liability, a modest amount for unemployment and a modest amount for any damage settlement. It is not health or any of those insurances. Chairman Jasper said the budget is level-funded. Selectman Massey asked if there was any reason why this wasn't put out to bid. Mr. Malizia said they do. They enter into arrangements with either Primex or LGC, which are in competition. Ms. Carpentier said Worker's Comp expires 12/31. Mr. Malizia said so they will be soliciting quotes.

Patriotic Purposes (5930)

Town Administrator Steve Malizia said this was the town's \$1,500 contribution to the American Legion for the Memorial Day parade and/or activity. There is also a two-part contribution for Old Home Days. One was for \$2,500 for fireworks and the other piece is \$1,600 for a total of \$4,100 being contributed to Old Home Days. Chairman Jasper thought that was only if there was a parade, so there wouldn't be an expense for that this year. If there isn't a parade, that won't be expended.

Other Expenses (5940)

Town Administrator Steve Malizia said this is the contingency account that people have heard the Board refer to, an amount of \$50,000. They also fund the employee capital reserve trust fund. When employees leave the employ of the town or get paid their earned time, there is a capital reserve fund to try to minimize or ease that burden to the taxpayers. They try to analyze the liability to the town and try to make sure they provide for some reasonable level of funding so should they have a retirement of a long-term employee, there is a fund they can get the money from and not hit everybody's expense line. Ms. Carpentier passed out a form. They have about \$190,000. If they were to completely fund the liability, it would be around \$1 million. It's prudent to have about 50% set aside, which would be about \$546,000 but that has not been the practice of the town. If they continue to put in \$75,000, in 08, they'd be at about 24% funded, and that's her recommendation.

Warrant Articles

Ms. Carpentier said on Wednesday night, Warrant Article M was given out for the property revaluation capital reserve fund for \$5,000.

Motion by Selectman Maddox to forward Article M to the warrant, seconded by Selectman Nadeau, carried 5-0.

Ms. Carpentier said Warrant Article L was the Sewer Utility Capital Reserve Fund to change the purpose.

Motion by Selectman Massey to forward to the warrant Sewer Utility Capital Reserve Fund, Shall the Town of Hudson vote to change the purpose of the Nashua Waste Water Capital Reserve Fund, created through Article 44 at the 1995 Town Meeting and to allow said fund to be used to purchase additional capacity at the Nashua Waste Water Treatment Plant, as well as to pay the town's share for the replacement and repair of the Nashua Waste Water Treatment Plant and to name the Board of Selectmen as agents to expend (2/3rds vote required), seconded by Selectman Robinson.

Selectman Massey said beginning in September 2003, the Sewer Utility began looking at the possibility that Nashua might have the potential to have capacity they weren't going to use because of what they are doing with their storm water two program and, as a result, this went through the Sewer Utility and in the fall of 2004, they recommended to the Board of Selectmen that this warrant article be submitted. It has been submitted for each of the last three years. The first and second years, it did not pass. However, last year it passed, but not with the necessary 2/3rds and part of the

rationale behind this is if they look at the existing sewer betterment district, all of the districts that the sewer system currently... and he didn't have the numbers in front of him, but the Town Engineer has done an estimate of what capacity they would have to provide within the existing system for people who would be able to connect to the sewer system and they don't have enough capacity left to provide them, so if they were able to buy that capacity, they would be able to do it. The way the current article is worded, they can only use it to pay for the share of the replacement and repair of the existing facility, they are not able to buy additional capacity and that's because the replacement and repair is the town owns 12.58% of that facility. This would be the fourth year the Sewer Utility is asking the Board to forward this to the warrant. Selectman Maddox said, in his opinion, this will be the fourth year it fails. It has two problems. Number one, people see this as Green Meadow's ticket to ride and by doing this, they would have the sewer capacity for that project, right or wrong. His problem is having the Board of Selectmen as the agents to expend. If the voters do desire to increase the capacity, that should be theirs. Leaving this decision with the Board of Selectmen is going to take this down in flames. They either need to modify it or he will not support sending it for another trial. Chairman Jasper said he would echo Selectman Maddox's comments and will not support it with the Board as agents to expend. Selectman Massey said the Board of Selectmen is the agent to expend for this facility. Selectman Maddox said but not to expand. Chairman Jasper agreed, saying changing the purpose.

Vote: Motion failed 1-4. Selectmen Massey voted in favor.

Selectman Massey said just for the record, he absolutely was not doing this for anything other than to take care of the existing sewer user community. Selectman Maddox said, to that end, change the last line for the voters to be the agents to expend and he would support the motion so the Sewer Utility has time to look at that before they get down that far, but he thinks that is the sticking point that it just can't get there. Selectman Massey said he understands the Board's rationale and he respects that. It is true and there is a certain individual in town that made that leap, that that was the reason for this warrant article. Secondly, he didn't want to change the current agents to expend for the existing capacity because they, by legal obligation, are required to pay those monies. It's not a question for the voters to say yea or nay. If they were going to do this, it would be to create a whole new warrant article and at this point in time, since the Utility hasn't even thought about that, he didn't want to forward it this year.

Town Administrator Malizia said he prepared Warrant Articles C that has to do with non-union personnel and D was for the Town Clerk/Tax Collector. He put together, as he has done every year, a 3% increase for COLA for non-union employees and a separate warrant article for 3% for the Town Clerk/ Tax Collector. Chairman Jasper said given that this is consistent with the raises they have given through contracts, this will keep everyone in line with the plan they had adopted earlier this year.

Motion by Selectman Maddox to forward C to the warrant, seconded by Selectman Massey, carried 5-0.

Motion by Selectman Massey to forward D to the warrant, but there was no second, so the motion died. Chairman Jasper said that was unfortunate. There is a new person in that position, but they still need to look at where that person falls within the other employees.

Ms. Carpentier said negotiations are still on-going with the Hudson Supervisors' union. Chairman Jasper said they have plenty of time to do other warrant articles. Selectman Massey said they also have the outstanding issue of the overtime for the Fire Department and the vehicle. Chairman Jasper said it's not the vehicle that's outstanding. Mr. Malizia said the Library was coming in with a land article next Tuesday.

Selectman Robinson said he'd like to review three accounts. The first was in the Highway Department, 5552, 105 Overtime.

Motion by Selectman Robinson to decrease 5552-105 from \$150,000 to \$130,000 a decrease of \$20,000, seconded by Selectman Maddox.

Selectman Massey asked for the rationale for this action. Selectman Robinson said since 2006, that account has grown from \$90,000 to \$100,000 to a budgeted amount of \$152,000. While he senses the Highway Department is in fear of having overtime for snow removal during nights and weekends, snow also falls during the week when they are working. This represents from 07 to 09 a \$50,000 increase and he's looking to split the difference. Chairman Jasper cautioned them about saying it has grown. The actuals in 05 were \$150,000. They don't know what was budgeted except in 08. The increase in budget from 08 to 09 is under \$5,000. The difference budgeted between 05 and 08 is \$2,000. This is a very volatile account and they can run themselves into a lot of problems but at the end of the budget, it's the Board's discretion whether to turn this back to surplus or not, but they can see that the use went up to \$150,000. Kevin clearly doesn't have \$20,000 in his budget to move things around, so they just need to know that if they make this cut, they will have to take this out of the contingency account and this is really not a contingency item. He cautioned against this. In their contracts, they need to get control of how to dole out overtime. Anybody else, and this is not a new position for him, if you work for Tate Brothers or Continental Paving or anybody else and you do winter snowplowing or any of the landscaping, they have the ability to send workers home during the day if they know it is going to snow at night, and then come back again. Hudson has a crazy system, here, where they don't have the ability to say we guarantee you 40 hours of work a week, but we need to be able to decide on what those hours are. It's crazy the way they do things now. This is a way to get rid of this problem, not by gambling on how much it might snow or not. They have a historical number they know they are likely to spend up to, and if you add 3% to 05 and compound it be 3% in 06, 07, 08 and 09, you're well above \$157,000. If they have a winter like 05, they are going to be in deep trouble, probably by more than \$20,000. If they do this, Kevin will be coming back and they will have to go into contingency and just hope they don't have any unplanned things. This is what they are planning on doing. Selectman Maddox said he was torn between taking money out of the overtime budget because what will end up happening is other items within the department that was budgeted will get tapped, such as maintenance and things that need to get done. That will be used to feed the beast. That's why he was looking at reducing positions. Taking this out of overtime is going to be fundamentally a gamble, whether the winter goes the way they think it's going to go, whether emergencies happen the way they would like them to fall. At some point, taking it out of overtime is just going to pull it from things they really want done, such as building maintenance and truck repairs so they are not replacing vehicles faster than they need to. They need to really look at positions to be reduced and not line items.

Vote: Motion failed 1-4. Selectman Robinson voted in favor.

Mr. Malizia said, as a highlight, on Tuesday he will be coming in with revised health insurance numbers. They got very favorable news in that area, but he didn't want to put a dollar figure on it tonight. It looks like they will be saving over 60 grand. He thinks the motion for Tuesday night will exceed \$100,000 to cut insurance benefits. A positive development for the town.

5. **Nonpublic Session**

Motion by Selectman Massey, seconded by Selectman Robinson, to enter Nonpublic Session under RSA 91-A:3 II (a) The dismissal, promotion or compensation of any public employee, or the disciplining of such employee, or the investigation of any charges against him, unless the employee affected has a right to a meeting and requests that the meeting be open, in which case the request shall be granted, carried 4-1 by roll call vote.
Selectman Maddox voted in opposition.

Nonpublic Session was entered into at 11:58 a.m. and was terminated at 12:26 p.m.

6. **Adjournment**

Motion to adjourn at 12:27 p.m. by Selectman Nadeau, seconded by Selectman Robinson, carried 5-0.

Recorded by HCTV and transcribed by Priscilla Boisvert, Executive Assistant

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

Monday, October 15, 2007

Highway	(5515, 5551 to 5556)
Solid Waste	(5970)
Sewer Utility Ops & Maint.	(5562)
Sewer Utility	(5561, 5564)
Assessing	(5410)
Town Clerk/Tax Collector	(5030)
Community Development	(5571, 5572, 5581, 5582, 5583)

Wednesday, October 17, 2007

Fire Department	(5710 to 5770)
Engineering	(5585)
Water Utility	(5591 to 5596)
Hydrant Rental	(5960)

Friday, October 19, 2007

Recreation	(5810 to 5840)
Community Grants	(5920)
Trustees of Trust Funds	(5020)
Cemetery Trustees	(5025)
Moderator	(5041)
Supervisors of the Checklist	(5042)
Cable Committee	(5045)
Town Treasurer	(5050)
Budget Committee	(5070)
Ethics Committee	(5080)
Conservation Committee	(5586)
Energy Committee	
Library	(5060)
BOS/Community Center	(5110, 5120, 5125)
Town Poor	(5151)
Legal	(5200)

Saturday, October 20, 2007

Police Department	(5610 to 5673)
Information Technology	(5330)
Finance	(5310, 5320)
Insurance	(5910)
Patriotic Purposes	(5930)
Other Expenses	(5940)