

HUDSON, NH BOARD OF SELECTMEN
Minutes of the October 14, 2003 Meeting

1. **CALL TO ORDER** by Chairman Cole at 7:30 p.m. Selectmen's Meeting Room, Town Hall, 12 School Street, Hudson, NH.
2. **PLEDGE OF ALLEGIANCE** was led by Selectman Ken Massey.
3. **ATTENDANCE**

Selectmen: William P. Cole, Kenneth J. Massey, Shawn N. Jasper, Ann Seabury and Teresa Stewart

Staff/Others: Steve Malizia, Town Administrator; Priscilla Boisvert, Executive Assistant; Tom Sommers, Town Engineer; Richard Gendron, Chief of Police; Jana McMillan, Animal Control Officer; Kevin Burns, Road Agent; David Yates, Recreation Director; Shawn Murray, Acting Fire Chief; Torrey Demanche, Executive Secretary; Gary Rodgers, Deputy Fire Chief; Fred Giuffrida; Ray Rowell; Leo Bernard; Mr. & Mrs. Michael Brodeur; Anne, TEL; Bety, SUN

4. **PUBLIC INPUT**

Tim Upham, 28 Old Derry Road, 883-6327 re: Hudson Fire Department. Mr. Upham was not present. Chairman Cole asked if anyone in the audience wished to address the Board.

Lynne Ober, 3 Heritage Circle, re: Cable TV – Ms. Ober said she wanted to address the Board on the state of cable TV in Hudson, specifically Channels 22, 21 & 20. Coleman Kelly does a wonderful job with what he has, but it is clear that leadership is needed on where this program is going to go. When the contract with Adelphia was signed recently, she was disappointed a public hearing wasn't held. She was also disappointed that Hudson didn't do what the Pelham Selectmen did, which was to go over the details of the contract, so she's not sure how much of a franchise fee Hudson got. She recently learned that Litchfield is no longer planning to show their programs on the three channels. On local TV, a lot of the information that is scrolled is for Amherst and Milford, communities that do not border Hudson, as do Litchfield, Windham and Londonderry, and the State Representatives, such as Selectman Jasper, service both Pelham and Hudson, so there is a connection with Pelham, too. Recently, the Conservation Commission, with support from the Board of Selectmen, voted to preserve the Ingersoll Farm, along with Windham and Londonderry, which are bordering towns. It's unlikely the Town will have a joint project with either Amherst or Milford. Some things should be on one of those three channels all the time. When Lorraine Madison was Chairman of the Board of Selectmen, she approached the School Board about televising their meetings, which they have been doing. Other towns televise Planning Board meetings and Conservation Commission meetings, but Hudson doesn't. She understands there is a plan for the Budget Committee meetings to be televised. She proposed that the Cable Committee think about getting an exchange of tapes with some of the bordering. Pelham is going to go forward with a warrant for \$3 million for open space. She thinks the Conservation Commission would like to see some of the events that Pelham is having. She thinks that Windham's Conservation Commission would, too. Those committees are already being televised and Hudson's Commission could learn from them. She would like to see Hudson find some way to continue to work with Litchfield, a neighboring community, so Hudson can see their tapes and Litchfield can see Hudson's. Litchfield and Hudson are much too close to be isolated, and much too far away from Milford and Amherst to be scrolling their information on Hudson's channel. Ms. Ober asked who the Selectmen's representative to the Cable Committee was and how often they meet. Selectman Jasper said he was and did not know how often the committee meets. Ms. Ober said maybe that's why not much progress is being made. She asked the Selectmen to think about revitalizing the Cable Committee and to think about how to work with the neighboring towns to show some of their activities on the three channels. It would be much more interesting that watching scrolling. She is sure Coleman would be amenable to that. Coleman has been a good asset, but he needs some direction to make this work.

5. **NOMINATIONS AND APPOINTMENTS**

Motion by Selectman Stewart, seconded by Selectman Massey, to acknowledge the resignation of Coleman Kelly from the Solid Waste Study Committee carried 5-0.

- A. **Building Board of Appeals** (1 Member, Term to expire 12/31/03)
Michael R. Brodeur

Motion by Selectman Stewart, seconded by Selectman Seabury, to waive the normal procedures and appoint Mr. Brodeur to the Building Board of Appeals and Benson's Committee.

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Selectman Jasper asked for a division of the question.

Vote on appointing Mr. Brodeur to the Building Board of Appeals carried unanimously.

- B. **Benson's Committee** (2 Citizen Members)
Michael R. Brodeur

Vote on appointing Mr. Brodeur to the Benson's Committee carried 3-2. Selectman Jasper explained that his negative vote was not a personal reflection on Mr. Brodeur, but his continuing belief that the committee should not be expanded at this time, especially since the committee chairman and Selectmen representative haven't been attending the meetings. Selectman Massey concurred.

- C. **Conservation Commission** (2 Alternates, Terms to expire 12/31/04 and 12/31/05)—No applicants.

6. **CONSENT ITEMS**

Selectman Jasper removed Item C, Minutes, from the Consent Agenda.

Motion by Selectman Stewart, seconded by Selectman Seabury, to accept the consent items, A, B & D, with appropriate recommendations, carried 5-0.

A. Sewer Utility Items

Sewer Allocation Requests:

- 1) Webster Street, Map 50/Lot 35, w/recommendation to approve by Town Engineer.
- 2) 8 Federal Street, Map 54, Lot 34-1, w/recommendation to approve by Town Engineer.

B. Licenses and Permits

- 1) Raffle Permit request by St. John's Women's Guild to benefit Scholarship Fund, after 200 tickets are sold.
- 2) Raffle Permit requested by St. Kathryn Church to hold a Holiday Bazaar raffle on November 16.
- 3) Request to place signs on Town property by American Legion Auxiliary to advertise their annual Haunted House on October 24, 25 & 31, forwarded to Road Agent to coordinate placement.
- 4) Sign Permit requested by Hudson Lions Club to place a sign at Veterans Bridge from Oct. 15-Oct. 19 to advertise a Craft Fair at Lions Hall, forwarded to Road Agent to coordinate placement.
- 5) Pole License and Petition from Verizon (9AAE72), w/recommendation by staff to approve.

C. Acceptance of Minutes

Minutes of the BOS Meeting of September 23, 2003 -- Selectman Jasper asked that Page 6 of the Minutes specifically reflect the challenge issued to him by Acting Chief Murray. Chairman Cole asked the Recorder to make the change and put the Minutes on the October 28th agenda.

D. Committee Announcements

10/15 7:00 DOT Hearing on 10-Year Plan in CD Meeting Room
 10/15 5:00 School Board in BOS Meeting Room
 10/16 7:00 Budget Committee in BOS Meeting Room
 10/20 7:30 Conservation Commission in CD Meeting Room
 10/20 5:00 School Board in BOS Meeting Room
 10/21 7:30 Library Trustees in Ferry Street Annex
 10/22 5:00 School Board in BOS Meeting Room
 10/23 6:00 Board of Selectmen in BOS Meeting Room (Budget Reviews)
 10/23 7:30 ZBA in CD Meeting Room
 10/23 6:30 Regional Water District Charter Committee @ Bedford CATV
 10/24 6:00 Board of Selectmen in BOS Meeting Room (Budget Reviews)
 10/24 6:00-9:00 Fright Night at Lions Hall
 10/26 End of Daylight Saving Time
 10/27 6:30 School Board in BOS Meeting Room
 10/28 7:30 Board of Selectmen in BOS Meeting Room
 10/29 5:00 School Board in BOS Meeting Room
 10/30 6:00 Pennichuck Regional Water District Committee @ Bedford CATV
 10/30 6:30 Water District Meeting @ Bedford CATV (This item was added by Selectman Massey on 10/14/03)
 10/31 6:00-8:00 Trick or Treat Hours in Hudson
 11/01 10:00 Dedication of Animal Facility, across from HPD on Constitution Drive
 11/04 7:30 Library Building Committee @ Ferry Street Annex
 11/05 7:00 Planning Board in CD Meeting Room
 11/06 7:00 BOS (reserve date) in BOS Meeting Room
 11/06 7:30 ZBA in CD Meeting Room
 11/10 First day to accept Zoning Petitions (Closing Date is 12/10)
 11/10 7:30 BOS in BOS Meeting Room
 11/11 Veterans' Day—Town Hall Closed
 11/12 7:00 Planning Board in CD Meeting Room
 11/13 6:30 Regional Water District Charter Committee in Bedford
 11/13 6:30 Recreation Committee @ Rec Center
 11/13 7:00 Sewer Utility Committee in BOS Meeting Room
 11/13 7:30 ZBA in CD Meeting Room
 11/17 7:00 Budget Committee in BOS Meeting Room
 11/17 7:30 Conservation Commission in CD Meeting Room
 11/18 7:00 Budget Committee in BOS Meeting Room
 11/18 7:30 Library Trustees in Ferry Street Annex
 11/20 7:00 Budget Committee in BOS Meeting Room
 11/20 7:30 ZBA in BOS Meeting Room
 11/24 6:30 School Board in BOS Meeting Room
 11/25 7:30 BOS in BOS Meeting Room
 11/27-28 Thanksgiving Holiday—Town Hall Closed (Two days)
 1/31/04 BOS Deliberative Session @ Lions Hall

7. OLD BUSINESS

A. Radio System Interoperability

Chairman Cole recognized Police Chief Gendron and Acting Chief Murray, who gave a PowerPoint presentation. The key points were that it is essential for communication links between public safety and service communications systems, which allows units from two or more different agencies to interact with one another; it allows for the exchange of information, according to a prescribed method in order to achieve predictable results; and it includes communication between governmental and non-governmental public safety/public service providers. Driving interoperability are Homeland Security issues/grants, lack of interoperability between Hudson and other agencies, Combined Dispatch project, FCC standards and regs. Currently, Highway is on low band; HPD is on UHF-Analog; and HFD is VHF-Analog. Today's technology includes digital radios, narrow-band operation, statewide VHF frequencies and improved coverage. Most local and county law enforcement have interoperability capabilities, with

the exception of Hudson, Manchester, Nashua and Goffstown. The proposed communications goal is seamless statewide coverage, interagency communication abilities, multiple agency access, roaming communication, improved coverage and clear digital audio. The benefits of interoperability are interagency communications, ability to have multiple resources in the know, quicker resolution to responses, safety of personnel, improved operations and communications and fast, consistent flow of information. The estimated cost, including infrastructure hardware for the combined dispatch project, is \$844,289. The proposed warrant article for FY 05 is "To see if the Town of Hudson will vote to raise and appropriate the sum of \$844,280 which represents the costs associated with the improvement and upgrade of communication hardware and systems to provide digital communications interoperability between Town Police and Fire Departments, State Agencies and Regional Police and Fire Departments. This upgrade will meet the requirements set forth by the Federal Communications Commission (FCC) APCO 25 Standards. It is anticipated that the US Office of Domestic Preparedness Homeland Security Grants will become available to assist in offsetting the costs associated with this article." Chief Gendron and Chief Murray put forth two options: Option A--July 1, 2004, purchase/upgrade radio system infrastructure and 2005-2006, combine dispatch centers; Option B—Maintain current UHF system which, for the HPD would cost \$535,035 and for the HFD, \$800,000. Homeland Security grants can be applied for.

Selectman Massey said Option B indicates it would cost the Police Department \$535,000 over three years to maintain the existing equipment. He asked how much maintenance in infrastructure and system management would be needed. Chief Gendron said that amount is the cost associated with the UHF only, to rebuild the system and make it APCO-compliant. If they choose to go with a VHF, the cost will be \$402,000 because they have already purchased 20 portables and 12 mobiles. A maintenance contract with Motorola is about \$10,000 a year. Selectman Massey asked for an explanation of radio systems management. Chief Gendron said that is Cybercom building and maintaining the system, including trouble calls, system down time, etc. Selectman Massey asked if they would be able to encrypt messages, if they go to digital. Chief Gendron said the Police would purchase an encryption module, so they can scramble a transmission. The Fire Department probably wouldn't be encrypted. Selectman Massey asked, if the \$800,000 is spent to do the radio upgrade to digital, if they would still be looking for \$800,000 plus to do Combined Dispatch. Chief Gendron said it ties in. You cannot move a radio system and worry about what will happen in getting it from Point A to B. Hopefully, the Fire Department will get Homeland Security grant money from the \$8.2 allocated to the State. Senator Clegg and other State officials have indicated that they don't want Hudson Police and Fire to be an island. If they don't do this now, with the help of grants, they will have to do it eventually, and foot the entire bill.

(Start Tape 1, Second Side)

Chief Murray said the budgetary sheet that he passed out was a high estimate of what the system could cost. Selectman Jasper said he wants to see chapter and verse what happens if they are not compliant and all the costs broken out for the \$1.335 million. Chairman Cole said he thought compliance was a qualifier for grants. Chief Gendron agreed. In order for them to get any of the grants, they have to agree that whatever they purchase will be digital and APCO compliant, which is a narrow band frequency. Selectman Jasper asked, if they didn't do anything, what grants would they need to apply for that this would affect. Chief Gendron said if they stay with the current system, they won't be able to apply for any grants. Selectman Jasper said they need to determine how much money they would get from any grants they would apply for. If they have to spend \$1.3 million and apply for \$500,000 in grants, it might not be worth it. Chief Gendron said he could make a copy of the estimates they got on the radio system. If they continue on the course they are on right now, and Fire has to rebuild their system and renovate their current structure, it will cost \$800,000. Selectman Jasper said they already got the cost for dispatch on the other side of the equation. The numbers are showing up twice. He wants to see the \$800,000 broken down to see what the costs are. If the Town decides not to go digital, they should know what it will cost to forego the grants. On the other side of the equation are the costs to do the system right, including the grant figures. Chief Gendron said if they continue with the status quo, communications will still be a problem. Selectman Jasper said he'd probably vote to go digital, but they should have the numbers before them first. Chief Murray asked if Selectman Jasper also wanted to see, as part of the equation, if the digital system goes through and they transfer their VHF radios to the other departments. Selectman Jasper said not really. They have to deal with reality and there are consequences by doing nothing. They need to be able to weigh the costs and the benefits. Chief Gendron said he would get him the figures they got from Cybercom and Motorola.

Selectman Massey said Option 1 is to build a new interoperability system, with the digital radio capability, which is the price tag of \$844,000. If they do that, they would be able to apply for grants. Option B is if they maintained the existing systems, but in order to apply for the grants, they would have to spend \$500,000 (over three years) in the Police Department and some amount in the Fire Department—and they couldn't apply for grants because they wouldn't have interoperability. The Hudson Police Department would still be an island and infrastructure changes would still have to be made in the Fire Department, if they don't go with combined dispatch. Chief Murray said if they go with combining, the Town would have to decide if they wanted to maintain a backup communications system. They wouldn't have to do the renovations to the dispatch area and might only have to bring the radio system up to APCO 25 compliance. Selectman Massey believed Option 1 might eventually be mandated by the Federal Government. Chief Gendron said the Fire Department has to rebuild their system, so they are going to go digital and will be able to apply for grants. That system will be built. The Police Department would be changing a frequency altogether. Selectman Massey said even if the Fire Department replaces their system, the departments still won't have interoperability and without that, they won't be in compliance with the APCO 25 standard. Selectman Jasper thought the \$535,000 was to get APCO 25 compliant in order to apply for grants. He asked why they needed to spend the \$535,000 if it doesn't have anything to do with grants. He wanted to see everything in black and white.

Chairman Cole said while interoperability and Combined Dispatch have separate boxes, they are synergistic and sometimes the numbers don't reflect the reality. He thinks the purpose of the presentation was to get a consensus of approval from the Board of Selectmen to bring forward a warrant article. Chief Gendron said that was correct. It would be under both the Police and Fire budgets. Chairman Cole said the Chiefs have an idea of the types of questions that will be asked and the level of clarity that will be expected. The Town has already purchased digital mobile radio equipment for both departments so, in essence, the Board has already tacitly approved it.

Chairman Cole asked if there was Board consensus that the Fire Department and Police Department should present this as a potential warrant article during the Board of Selectmen's budget reviews next week. Several members said they were in favor of that. Chairman Cole asked about the School's capability. Chief Murray said they have a few portable radios that can be used within the buildings, but nothing has been formalized with them.

B. Purchasing Policy Changes

Selectman Massey said the Town's purchasing and contracting policy was amended in 1993, a re-write of Chapter 98, which provided the Board with the ability to waive bids. On Page 3, 98-6, B, it was not explicitly stated that the Selectmen would be able to establish approval requirements

below the \$25,000 level. Under 98-7 Bidding Procedures, he was suggesting that they change the wording to comply with current practice, that for bidding options, the Chairman can authorize up to \$25,000 and, over that, a majority of the Board. Bidding requirements begin at \$10,000. The first attachment is the changes; the second attachment is the revised iteration; the third attachment is what is currently being done, based on the 1999 vote of the Board. The only change is the removal of the Finance Director from the approval cycle, but made responsible to audit expense reports. It is not good practice for a peer to approve an expense report for another peer. After the Board's review, his intent was to send it to a public hearing on October 28 before voting on it.

Motion by Selectman Massey, seconded by Selectman Seabury, to send this to a public hearing on October 28, 2003.

Selectman Jasper asked if the Code he has been working with for nine years was not correct. Selectman Massey said that was correct; it was amended in 1993, the same year that the Town returned to a Selectman form of government and a Town Administrator was hired. Somehow this item fell through the cracks, but the departments have been operating under the amended version.

(Start Tape 2, Side A)

Selectman Jasper said the Selectmen are all equal; no one has additional power and \$25,000 is a lot of money. The system where the Board signs off on things in the folder has been working. If an individual Selectman finds a problem, it can be corrected. State statute requires that no money be paid without the approval of the Board of Selectmen. They should not be putting one Selectman above the rest. Selectman Massey said under 98-7, the Finance Director puts the *bid* together and before it is sent out, the Chairman of the Board would authorize it to go forward. If it exceeds \$25,000 then a majority of Board signatures is required. For purchases estimated by the director to total more than \$10,000 but less than \$25,000 the Chairman must accept the bid that best meets the needs of the Town, or reject all bids. He asked if Selectman Jasper was suggesting that that be changed. Selectman Jasper said that was correct.

Selectman Massey said the Code currently reads that if the bid is under \$25,000 the Chairman has to accept the bid that best meets the needs of the Town. When the invoice comes in, as long as three Selectmen sign the manifest, it is paid. Under the Code, the Board of Selectmen has been given authority to approve bids between \$10,000 and \$25,000. In all cases, if there are less than four bidders, the current Code says the Chairman must be notified in writing, indicating why. He modified that to say the Board of Selectmen has to be notified, and the document goes into the records. Selectman Jasper said things that go to bid should have Board approval. He asked what the current policy was for PO's. Mr. Malizia said over \$10,000 under \$25,000 it goes into the Selectmen's signature folder for a majority to sign; over \$25,000 it comes to a meeting for a vote; under \$10,000 the Chairman signs. Selectman Jasper said that system has been working well and he would not like to see it changed. Selectman Massey asked if the Board Chairman's signature should be one of the three. Board consensus was that any three signatures were sufficient.

Chairman Cole referred to Page 3 of Attachment 1, 98-7, A and asked for a clarification. Selectman Massey said the Chairman approves bids under \$25,000. Chairman Cole didn't recall ever seeing such an RFP. Selectman Massey said there hasn't been, up till now, if this passes. Selectman Jasper said everyone should have the opportunity to review it, so there should be a period of time that it's left there, unless everyone has signed it or been notified. Sometimes something comes in and three Selectmen are in that day, so its gone and the other two don't even have a clue. Chairman Cole said that unless it has to do with a public safety issue, the more people that see it, the better they are so they don't inadvertently make an error. Selectman Massey said he'd incorporate the changes. Chairman Cole said this would be on the Board's agenda for October 28 for a public hearing and possible approval.

Vote: Motion carried unanimously.

Motion by Selectman Stewart for a recess at 9:00 p.m., seconded by Selectman Jasper, carried 4-1. Selectman Seabury was opposed. Meeting resumed at 9:11 a.m.

C. **Benson's Items:**

1) **Professional Services Contract, Benson's Preservation Consultant** (Deferred from 9/23/03)

Motion by Selectman Jasper, seconded by Selectman Seabury, to approve the contract between the Town and Elizabeth Sasser for her services as Preservation Consultant on the stabilization of the historic structures on the Benson's property.

Selectman Massey said under Scope of Work in the revised proposal, it says, "Commission staff will perform project management for building stabilization," and they've added the Haselton Barn without increasing the price. If NRPC is going to do project management, he wondered what Lisa Sasser's involvement was. Chairman Cole said the Town signed a contract with NRPC to act as the Clerk of the Works stabilization at Benson's and it talks about a Preservation Consultant. He erroneously assumed that that person was somewhere in the NRPC or State mix, but that reference was to a position that did not exist. The State is requiring that a qualified individual be named to coordinate with appropriate staff to work on the items at Benson's until September 2004. The Preservation Consultant is not provided by the NRPC. Under Article 3, the Town agrees to provide a Project Manager--designated as Betsy Hahn, who has also been named as the Project Officer for the NRPC contract, so he's not sure that Betsy should be both, and that the Director of Community Development should be the Project Manager, as a filter and conduit of information to the Board. Selectman Massey said the contract states the Project Officer shall be the Executive Director. Mr. Malizia interjected that Andrew Singelakis has designated Betsy Hahn as the Project Officer for the contract.

Selectman Seabury said that she thought the Project Officer should be the Director of Community Development. Selectman Jasper said NRPC was hired to provide project management. Chairman Cole said they were talking about the contract with Ms. Sasser. Selectman Jasper said the contracts tie in together. Chairman Cole said the contract with NRPC ends at the end of the 2003 calendar year; the contract with Lisa runs through September 2004, with the thinking being there will be additional work for the consultant, not directly related to the contract with NRPC. Selectman Jasper said, at that time, a different person could be appointed, but while NRPC is acting as the Clerk of the Works, it makes no sense for the historic consultant to contact Sean Sullivan. There would be a total disconnect. Chairman Cole said he was suggesting that the ability for Ms. Sasser to keep the Board informed of what is going on with the contract from her perspective is through the Town, not NRPC. Selectman Massey agreed, saying the contract was between the Town and Lisa Sasser. Chairman Cole said Sean Sullivan, or his designee, would be the recipient of status reports and making sure invoices are correct.

Selectman Jasper said they should find out what Lisa Sasser's expectations were because they were having differing thoughts on this. Discussion continued. Selectman Massey said if this contract was just to provide services for the stabilization project, then he has no problems with Betsy Hahn being the Project Manager. If they were hiring Ms. Sasser for something beyond the stabilization project, then this isn't a good contract. Selectman Jasper said for the purposes of this contract, NRPC has become the Town. NRPC was hired to handle a project--all interaction is with the Project Manager—Betsy Hahn of NRPC.

(Start Tape 2, Second Side)

Vote: Motion carried 5-0.

2) **Request for Proposals—Benson's Property Buildings**

Motion by Selectman Jasper, seconded by Selectman Massey, to approve NRPC's request to mail RFP's to qualified contractors for the stabilization of the Haselton Barn, Office/Kitchen Building and Train Depot, amended to include the sentence, "The Town of Hudson has the right to reject any or all bids for stated cause carried unanimously.

3) **NRPC Contract Revision-Building Stabilization, Benson's Property**

Motion by Selectman Massey, seconded by Selectman Jasper, to approve the revised contract for project management for building stabilization at the Benson's property, which includes Haselton Barn in the scope of work, at no additional cost to the Town, and authorize Chairman Cole to sign the revised contract carried unanimously.

4) **Town Representation at Benson's Meetings**

Motion by Selectman Stewart, seconded by Selectman Jasper, to appoint Selectman Seabury as an alternate to the current membership of the Benson's Committee carried unanimously.

D. Fire Department Overtime (Questions answered)

Chairman Cole said this was on the agenda in response to questions asked at the last meeting, then recognized Acting Chief Murray, who said they were presented with eight items to address:

1. **A five-year history of overtime expenditure, actual vs. budgeted, showing a timeline of when Burns Hill opened at the various levels and the minimum staffing before Burns Hill opened.**

In FY99, the projected overtime need was \$242,137.66; FY00 was \$272,148.22; FY01 was \$266,162; FY02 was \$351,463.40; FY03, \$319,442.80; and FY04 \$419,768. Actual overtime expended was for FY99 209,597; FY00 \$264,749; FY01 289,627; FY02 \$483,152; FY03 \$410,049; and FY04 to be determined. From FY99 to FY03, personnel was added each year. Also, a Captain used 438 hours of earned time before his retirement. FY02 began the period of new pay rates, in accordance with collective bargaining agreements, which were not reflected in the overtime budget line. Burns Hill Station was built in 1979, manned by the Call force. In November 2001, two shifts manned Burns Hill Station part time and on July 14, 2002, it was fully staffed 24/7. Prior to November 2001, Central Station was manned by five fire fighters, one Captain and one Lieutenant. Currently, staffing levels are eight per shift with one Captain and four fire fighters at Central Station and One Lieutenant and two fire fighters at Burns Hill Station.

2. **A five-year history of the actual number of incidents in Hudson—the individual calls, not showing an engine going to assist an ambulance as two calls.**

Chief Murray said each call, regardless of how many units respond, gets one incident number. Fire calls and EMS calls are separated to show activity levels. In calendar year 1998, there were 2,626 emergency calls for service. 1999 2,675; 2000 2,835; 2001 2,828; 2002 2,844. False alarms (no fire) went down 31%; EMS/Rescue was up 16%; Fire calls up 31%; Good intent calls were down 40%; Hazardous conditions went up 3%; Other (miscellaneous requests for non-emergency assistance) went up 2,220%; Service calls (smoke removal, lift assists, lockout assistance) went up 14%. Overall, costs were up 8%.

3. **The history of what was budgeted the last two years in 5730 Suppression overtime and, as a result of the spending, what was not purchased or accomplished in order to fund that overtime.**

In FY02, the request was for \$351,463.40. The Board of Selectmen reduced that by \$50,000. Town Meeting vote added \$18,885.30 for a net total of \$320,348.70. In FY02 the request was for \$319,442.80 which was reduced by \$25,612.34 by the Board of Selectmen, Town Meeting voted to increase it by \$17,909.88 for a net total of \$311,740.34. This year (FY04), the request was for \$419,768. Because of the default funding of the budget, it was reduced by \$110,117 at the Board level. The Budget Committee further reduced it by \$15,820 for a net total of \$293,831. In FY03, the total overtime costs were \$410,048.97. He used a pie chart to show the breakdown, both dollars and percentage-wise.

At the end of FY03, 5730-105 Suppression Overtime was under-funded by \$98,308—an amount the Fire Department could not have predicted. There is no mechanism in the budget process to fund for unforeseeable events, such as vacancies and the additional use of earned time. To supplement the overtime deficit, \$50,628 was taken from 5730-101 Regular Salaries, due to vacancies; \$34,376 was taken from 5730-102 Part-Time Salaries, due to less Call Fire Fighter participation than anticipated; \$8,200 was taken from 5730-237 In-house Training—a new company was used at a savings of \$7,000; \$6,000 was taken from \$20,187, 5765-325 Equipment Repair Parts—Fire alarm cable. The Fire Department anticipates another year of a deficit balance in the 5730-105 Overtime account. The FY04 budget line is currently \$17,909 less than the FY03 overtime budget appropriations. The Fire Department will look at available funds in the payroll line items and other miscellaneous line items to cover the cost of overtime and that will not have a negative impact operations.

4. **How overtime will be funded this year in order to fund the projected over-expenditure in overtime and what the expected**

expenditure in Suppression overtime is for 04.

The Department cannot predict the final expenditure for overtime, but they prepare for it by analyzing past experience, assessing the current situation and anticipating future requirements.

5. The percentage of calls that occur during the 10-hour day shift vs the 14-hour night shift.

Chief Murray had distributed a spreadsheet, showing the time of day and the number of incidents. That was then converted into a graph. From January 1, 2002 through December 31, 2002, the number of day calls were 1,637—58% of the calls; the number of night calls were 1,207—42% of the calls.

6. A breakdown for FY03 of dollars spent in each area of *just* Suppression overtime.**7. A five-year history of (est.) property loss from fire in Town and how much was insured vs. uninsured.**

Chief Murray said the estimated loss for the past five years is not available because that information is not tracked and it's a subjective figure.

8. The estimated savings in overtime costs if minimum staffing is instituted.

The cost of adding four new fire fighters is \$187,977, one fire fighter per group, with 24/7 coverage. In order to predict a savings number, they had to make some assumptions. One of the assumptions was that one person was out every day for earned time, sick time, training, etc. If the shift was comprised of nine people instead of eight, overtime would not be used. That means 8,760 hours are saved. The maximum cost of overtime savings is \$236,993; subtracting \$187,977 from that, the maximum net savings to hire four fire fighters is \$49,016. Chief Murray said these estimates were not verified by the Finance Department.

Relative to adding four fire fighters, Selectman Jasper said the calculation of 24/7 coverage does not take earned time into consideration. Earned time for four people is 960 hours, which should come out of the maximum hours saved. That brings the net savings down to about \$23,000. Chief Murray said he couldn't dispute the figures, but would not debate. Selectman Jasper said in order to save money, only one person could be out every shift and he's sure that's not reality.

(Start Tape, Side A)

Selectman Jasper said the calls worked out about the way he thought they would. The Fire Department can't predict overtime costs, but they have been running about 65% over budget. Calls have been flat for the last three of five years, but there has been an increase in EMS ambulance calls. Chief Murray said that is occurring nationally, too, and is a testament to fire prevention education training. Structure fires are down, but there still are 218 fire alarm systems, hazardous material incidents, small, electrical fires, etc. Selectman Jasper criticized the Fire Department for sending an engine to every ambulance call. Years ago, MRI suggested putting three people on an ambulance, reducing the need to chase ambulances all over Town, wearing the trucks out. Chief Murray said when they get a call, they gauge the severity of the patient to determine if two or three people are needed. On an annual basis, they do about 500 back-to-back calls. A week ago, they had six ambulances out on two incidents. Selectman Jasper said staffing has gone up considerably more than 8% over the last five years. The department currently has eight per shift. Prior to 2001, they had seven. The question was what was the minimum, but he didn't know when they started. Chief Murray said May of 2001. Selectman Jasper said when there was seven per shift, they dropped down as low as five per shift, or to six. Chief Murray said when Burns Hill was manned, they dropped minimum staffing levels and said that station would have a full staff of eight. Selectman Jasper said he researched that issue because the former Chief had said that had been discussed, but the only place it was found was in a document that was seen only by the former Town Administrator and former Chairman of the Board of Selectmen. It was never discussed at Town Meeting, nor was the information given to the full Board. Chairman Cole said the reality is that it is man-for-man staffing, not minimum level. Selectman Jasper said when the former Chief said they were going to add three at Burns Hill, there never was any discussion about dropping back two people; that discussion never took place with the Board, the Budget Committee or on the floor of Town Meeting. Only the former Town Administrator and former Chairman of the Board of Selectmen knew there was a plan to staff at full level at all times. In the overtime time line, you can see that is when it doubled. It doesn't make sense that when they had seven, they could drop back to five but now that they have eight, they can't drop back to seven. They don't have an ambulance at Burns Hill and that's the problem because it takes three for an engine there, three for an engine and two for an ambulance at Central, which equals eight. One of the three ambulances should be brought back to Burns Hill where it was when Frank Carpentino came here as Chief. By doing that, you can drop back by one person, but you still have the same pieces of equipment. This is why the overtime is out of control. Maybe they should drop back during night shifts and weekends when more Call fire fighters are more likely to be available. They should think outside to box to come up with ideas to get them to live within the budget. Selectman Jasper said Question 8, "What the savings in overtime would be if they went to a minimum staffing instead of man-for-man," wasn't answered. He isn't going to get any place on this all by himself, but he thinks there are alternatives. He didn't want to have to tell the Chief what to do. At one point, former Chief Carpentino had said if he was told to put an ambulance at Burns Hill, he would. Maybe that's what the Board needs to do to get the numbers back in line.

Chief Murray said last year, they turned \$149,000 back to the taxpayers. He had been told that as long as they stayed within the bottom line of the budget, they were doing well. Selectman Jasper said he's not aware of any other town department that has over-expended a line item by \$100,000. This is also an area that has doubled in a very short time and that's not reasonable. Chief Murray said as Acting Fire Chief and a taxpayer, he recognizes that overtime is a problem, but a great deal of it lies in earned time/collective bargaining issues. Dictating where to put ambulances does not change the formula. If he removes the three people at Burns Hill Station and puts them back at Central Fire Station, all he is doing is reallocating his resources. He still needs enough people to get the job done safely.

Selectman Stewart asked where the first engine would come from if a call came in from the south end of Town. Chief Murray said the first engine would be from Burns Hill. At one point, they had engines bypassing each other, so they changed response districts to try to eliminate that problem.

Selectman Jasper said when you are looking at a 10-hour period of time, with 58% of calls, versus 14 hours, with 42% of calls, it's not an equal allocation of resources because so many more calls takes place in a shorter amount of time. Chief Murray said when they talked about staffing Burns Hill Fire Station two years ago, he had asked Selectman Jasper to predict when they would have a medical or fire emergency, or fire

emergency, and they will put people there 15 minutes before to handle the call, and then they can go home. Selectman Jasper said he was saying that during that period time when you have a much lower volume, Call fire fighters should be used. There are more Call fire fighters and volunteers than full-time in the State. When they had seven people, they could drop back two, but now they can't go from eight to seven when there has been no increase in the number of calls in the last three years. This is not a reasonable number for overtime and it's up to the Board to do something about it; it's not between him and the Chief.

Motion by Selectman Jasper to direct the Fire Administration to bring a plan to the Board of Selectmen to enable them to live within their overtime appropriation did not receive a second.

Selectman Massey said he wouldn't entertain adding four new fire fighters at this time. He thinks Chief Murray did a good job of putting dry statistics in an easy-to-understand form. Selectman Stewart partially agreed with Selectman Jasper and wondered how much of the overtime expenditure was done on the night shift. Fire fighters are being paid overtime to sleep. If someone on the night shift calls in, they could drop down to seven men instead of calling someone in on overtime. Chief Murray didn't think the sleep issue was a fair assessment. All it takes is one or two calls at 1:00 a.m., so it's not a full night's sleep. Some nights they are lucky enough to get a night's sleep. They are there, if they are needed in an emergency. There are more heart attacks and people with breathing difficulty in the early morning hours, especially with the elderly. Selectman Stewart wondered how they could help the Chief with this issue. Chief Murray said because of the shift work, two days and two nights, if they work their earned time and take a night shift off, it gives them an extra day off. If there is a way to look at that, they will do so. Selectman Seabury asked if "Johnny Jones" called in sick, if the union would get upset if that position wasn't filled. Chief Murray said he would be upset because, in his professional opinion, complete staffing is needed. Within the past month, they've seen triple calls and wiped out the entire shift on different emergencies. There being no further discussion, Chairman Cole thanked Acting Chief Murray for the presentation, who thanked his team for helping put the information together.

(Start Tape 3, Second Side)

E. Water Utility Capital Improvements

Town Engineer Tom Sommers said this embodies three projects: 1) In South Hudson, the 800,000 gallon storage tank and a 16" diameter transmission line on River Road that has a value of \$1.8 million; 2) The Barretts Hill storage tank and a transmission line that connects two high-service areas and the rehab of the Windham Road station that has a value of \$2.48 million; and 3) The Compass Point project, a high-service area that needs to be rehabilitated at \$350,000 for a total of \$3.6 million. These projects will be done over a three-year period, but it makes sense to bond them all at one time. This was reviewed with the DES with respect to the SRF loan program and grant program. There is no grant for these types of projects and the SRF loan isn't more beneficial than going through the bond process. Selectman Massey said this project was undertaken as a result of the Weston & Sampson Report on the water system. The primary reasons for doing this relates to safety reasons. There is a serious lack of pressure for fire suppression in the south end of Hudson and to take the burden off of some of the pump stations that currently work overtime.

Selectman Seabury asked if there was a capital reserve for this. Selectman Massey said yes, with about \$300,000 in it, but it was felt that it would be prudent to leave that money there. There is enough money in the current operating budgets to take care of the first year's bond payment. After that, there would be an increase in the water rate—a rate that has not changed in six years, thanks to the Town for purchasing the utility. Selectman Seabury said the Selectmen gave an impassioned plea to purchase the system, promising a rate reduction of 10%, but now they will be booting it back up. Selectman Massey said if the Town stayed with SoNH Water Company, there would certainly have been three rate increases over that six-year period. Also, the Town didn't buy a pristine water system; there were problems that have to be corrected—if not this year, then next year. Selectman Seabury said she would vote for it, but didn't think a \$4 million item would fly. Selectman Massey said it is standard practice to take 3% of your assets in depreciation every year, and that hasn't been done. There is currently a little over \$4 million in the sewer capital reserve fund because every year, they are putting in \$500,000 from the sewer utility operating rate. In the three years that the water capital reserve fund has been in existence, they've only been putting in up to \$125,000.

Motion by Selectman Massey, seconded by Selectman Stewart, to proceed with the proposed warrant article carried by a vote of 4-1. Selectman Jasper was opposed.

Selectman Massey thanked Town Engineer Tom Sommers for sticking with the project and for keeping a sharp pencil. The numbers they are going forward with are less than what they started with four months ago. Chairman Cole echoed those remarks and thanked Selectman Massey for taking on this project, working with appropriate staff. It's a tough sell... but if you live in south Hudson, it might not be that difficult.

8. NEW BUSINESS

A. Cleaning and Inspecting Water Storage Tanks on Marsh Road and Gordon Street

Town Engineer Tom Sommers said money has been budgeted for this and this company has been highly recommended by Weston & Sampson. They are going to be in the area doing work for someone else and they worked on one of these tanks already, plus they are offering a discount because they will be doing two tanks. The base price is \$5,795 with a not to exceed amount of \$10,000 because there is sediment that has to be removed, which is paid for by the yard.

Motion by Selectman Massey, seconded by Selectman Stewart, to waive the bid procurement process and enter into a contract with Liquid Engineering for sediment and debris removal in the Town water storage tanks, in an amount not to exceed \$10,000.

Selectman Massey said there isn't a requirement to go out to bid for items under \$10,000 and that's his rationale for approval. Chairman Cole questioned the fact that this company is in the business of cleaning water towers, yet they don't have a ladder to perform the function. Mr.

Sommers said he's spoken to the Fire Chief and a ladder will be made available, if the company signs a waiver with respect to liability.

Vote: Motion carried 5-0.

B. Engineering Consulting On-Call Services for Water Utility

Town Engineer Tom Sommers said he occasionally has a great need for the services of the consultant. He is already working with Weston & Sampson on the Litchfield wells; they are very good and have a quick turnaround time.

Motion by Selectman Massey, seconded by Selectman Stewart, to sign the consulting services contract with Weston & Sampson in support of the Engineering Department, in an amount not to exceed \$10,000 which will come from 5592-225, the Engineering budget, carried 5-0.

Selectman Massey said engineers seem to be specialized in the types of projects they undertake. Weston & Sampson is one of the few in the area that specializes in water-related issues. Under \$10,000, they are not required to go out to bid.

C. Policy for Cutoff Date for accepting Town Streets

Town Engineer Tom Sommers said Road Agent Kevin Burns indicated the latest he could handle street acceptances because of snow plowing, etc., was December 1. There are six streets in the pipeline. A deadline might provide the impetus to the developer to get them finished. December 1st is when the street must be accepted by the Board of Selectmen, not when the developer has to apply. Any street not accepted by December 1 will have to wait until spring.

Motion by Selectman Massey, seconded by Selectman Stewart, to establish a policy for a cut-off date of December 1 for Board of Selectman to have accepted a street as Town-accepted carried unanimously.

(Start Tape 4, Side A)

D. Sewer User Rate Reduction

Motion by Selectman Seabury, seconded by Selectman Stewart, that the reduction in rate given to 5/8" and 3/4" meter users by the Board of Selectmen on June 24, 2003, also applies to those billed on the basis of a bedroom count (homes using wells), as recommended by the Sewer Utility Committee carried unanimously.

Mr. Sommers said when the Sewer Utility Committee made that recommendation, they inadvertently omitted the residential users who don't have meters, and the intent always was that they be included in that rate reduction.

E. Public Hearing on Amending the Town Code, Animal Control Fees

Animal Control Fines and Fees: Chapter 188-4 Unwanted Animals: each dog, \$120; each cat, \$60; pickup fee, \$20; Sale of Animals, deleted. Chapter 205-9 Board per day, \$15; Adoptions, deleted; Release, deleted; Confinement, deleted; and 10-day Quarantine, \$150 w/additional charges for longer quarantine.

Chairman Cole recognized Chief Gendron and ACO Jana MacMillan. Chief Gendron said the Town hasn't had an animal shelter since 1990, so the fees need to be adjusted. Ms. MacMillan said if they don't amend the schedule, people will drop off pets as an easy fix to their problem. She called other animal control facilities and hospitals to get an idea of the charges. Her proposed schedule is an average of the information she collected, which also took into consideration travel time and salaries. No local municipalities take in unwanted pets; they are referred to animal shelters. Selectman Massey said, thanks to the Court agreement on the resolution of the animal control capital reserve fund, the Court included the ability for the Police Department to set fees, in addition to the statutory power granted to the Selectmen to do so. Chief Gendron said they will take in animals and transport them to the Humane Society. The Town will get billed for that. So the taxpayer won't end up footing the bill, the person who drops off the animal will have to pay for it.

Chairman Cole opened the public hearing at 11:01 p.m. and asked if anyone in the audience wished to speak. There was no response, so he closed the hearing at 11:02 p.m.

Motion by Selectman Stewart, seconded by Selectman Seabury, to approve the amended fee schedule carried 5-0.

Motion by Selectman Jasper, seconded by Selectman Stewart, to recess at 11:02 p.m. carried unanimously. The meeting resumed at 11:07 p.m.

Animal Control Facility Grand Opening

The Animal Control Facility will be ready for occupancy on about October 17. Chief Gendron asked if an open house or dedication ceremony should be held on November 1 at about 10:00 a.m. The Board consensus was in favor of that date, but not of having a plaque installed with their names on it.

F. Public Hearing on receipt of \$7,000 Grant for Fire

Acting Chief Murray said this grant was from Hillsborough County, which they have received for the past few years. \$6,000 is for overtime money for members to go into elementary schools to teach on fire safety education programs and \$1,000 for copies of the Risk Watch Program, an expanded fire safety program. Recently, Fire Marshal Chalk and an educator from the school system went to a conference to learn how to teach the Risk Watch curriculum.

Chairman Cole opened the Public Hearing at 11:11 p.m. and asked if anyone in the audience wished to speak. There was no response, so he closed the hearing at 11:12 p.m.

Motion by Selectman Stewart, seconded by Selectman Seabury, to accept the \$7,000 grant from Hillsborough County for Fire Department Safety Programs carried unanimously.

G. Amendment to Call-1, Fire Department General Order

Acting Chief Murray said this clarifies the pay rate within the General Order. It was not a monied request; they were asking the Board to allow them to add the Call fire fighter trainees and probationary pay rates to the General Order.

Motion by Selectman Jasper to approve, seconded by Selectman Jasper, to approve carried unanimously.

H. Request to waive Fee for use of Lions Hall for Santa's Visit on November 28, 2003

Motion by Selectman Seabury, seconded by Selectman Jasper, to waive the fee, as requested by HLN, for the use of Lions Hall for Santa's Visit on November 28 carried unanimously.

Selectman Massey thought the hall was going to be rented only to Hudson-sponsored events. Chairman Cole didn't think Selectman Massey's understanding was correct.

I. Warrant Article re Soccer Field

Selectman Massey said last year, they voted to enter into an agreement with Hudson United Soccer Club with the understanding they could only commit the Town to one year and that the contract, to be completed for 15 years, would have to have a warrant article. The proposed article was drafted by the Town Attorney.

Motion by Selectman Jasper, seconded by Selectman Stewart, to approve the warrant article for Freedom Fields and forward to the ballot carried unanimously.

J. Televising Budget Committee Meetings

Chairman Cole said Coleman Kelly has been asked to televise the Budget Committee's deliberations, as well as the School Board's budget reviews. Mr. Kelly was asking for authority to do so. He believes it is beneficial, informative and a function of access television to provide this service. There is monies in his budget to cover the expenditure.

Chairman Cole said televising the Budget Committee was estimated to be about \$1,700 but he didn't know how much more it would be for televising the School Board. Mr. Kelly said the additional amount would be 5 x 25 x the rate. Funding will come from 5045, Cable Operations.

Motion by Selectman Seabury, seconded by Selectman Massey, to approve the funding for the televising of the Budget Committee meetings and the School Board budget review meetings.

Selectman Stewart asked about the Cable Consultant's contract. Mr. Malizia said there is a fee structure. Chairman Cole said there was a total of hours per year, divided by 12 for an average. Selectman Stewart referred to a Public Input speaker and asked how much of the Consultant's time was used towards Amherst and Milford. Mr. Kelly said it took about 17.1/7th seconds to type up the two screens some months ago.

(Start Tape 4, Second Side)

Amendment by Selectman Massey, seconded by Selectman Jasper, to include the Selectmen's budget deliberations on October 23 & 24 carried 3-2 by roll call vote. Selectmen Seabury and Cole were opposed.

Main motion, as amended, carried unanimously.

Mr. Kelly said he was at three separate meetings with the Public Input speaker within the last two weeks and he was not given the courtesy of being told there was a deep-seated concern for what was happening with cable operations.

K. Solid Waste Contract

Road Agent Kevin Burns said detailed bid specs were sent out to six contractors and two were received, with the lowest from Waste Management. Historically, solid waste prices have gone up 35% every three years but, with this bid, the increase is only 2.7%. He was recommending reducing the number of cleanup days from 12 days to eight, such as a certain Saturday of the month, which would make it easier for the public to remember and would cut down on overtime costs for his men. In addition, they have curbside leaf pickup three times a year and curbside trash pickup and recycling weekly. The schedule will go back to five days. Chairman Cole asked that the pickup schedule be the same as it was before they went to a one-day schedule. Mr. Burns said that was the goal and wouldn't have recommended the one-day service if he knew then what he knows now. Selectman Jasper asked if things were really getting recycled, or if it was just a feel-good exercise. Mr. Burns said he is told about 10% of the Town's trash is being recycled.

Motion by Selectman Massey, seconded by Selectman Seabury, to award the bid for the two-year solid waste contract to Waste Management of NH, Inc. in an amount not to exceed \$3,281,280 (\$1,640,640 per fiscal year); and to maintain the same level of service, but reduce the number of cleanup days from 12 to eight, carried unanimously.

L. Set 2004 Town Meeting date (January 31 or February 7)

Chairman Cole said Selectman Seabury will be out of Town on February 7 and the School Superintendent has indicated that it did not matter to the School if the Town went first again next year.

Motion by Selectman Stewart, seconded by Selectman Seabury, to set the Town Meeting date for Saturday, January 31 at Lions Hall, starting at 9:00 a.m. carried unanimously.

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

A. **Recreation Department using School Gyms**

Selectman Stewart said she asked the Recreation Director to be at tonight's meeting relative to the use of school gyms. Mr. Yates said coming tonight might be premature because he had hoped to work things out with Randy Bell. They met once already to discuss the issues. Mr. Bell was to get back to Mr. Yates but, to date, he hasn't. Every basketball season, they fight for gym space. Over 800 kids have signed up for basketball this year. He was under the impression school functions come first, Town/Recreation activities, then all others. A couple of schools are letting private groups ahead of the Rec Department in lending out their gyms. Thursday nights at Memorial has always been used by CYO Basketball. In the past, they've worked around that, but the Rec Department is growing. When he took over five years ago, there were 52 teams, but now they are up to 66 teams. CYO, who has five teams, has requested Hills Garrison School—and got it—so they have the use of two schools for five teams. One of the Recreation coaches also coaches a CYO team and are practicing an hour and a half for two nights a week on a full court. He is letting teams practice for one hour on half courts. It's not fair that CYO teams practice two nights a week for a hour and a half on full courts. He has a good rapport with Mr. Bell, the school principals and the custodians and hoped they could work it out. He just wants to do what is fair. The School Department is asking that they take one day a week off, which would be workable if they weren't getting prioritized out. The third issue is the schools requiring everyone be out by 9:00 p.m. Last week when he got his letter from Nottingham School it said he couldn't get in until 6:15. Mr. Yates has asked the schools to allow them to stay till 9:15, so each team can get an hour's practice—6:15-7:15, 7:15-8:15, 8:15-9:15. He's still waiting for an answer. Last Wednesday evening, he spoke with Guy Labelle, with the Facilities Office, who is supposed to be looking into this at Nottingham. He then met with Mr. Bell on Thursday. If these issues couldn't be worked out by the School Department, he was going to come before the Board of Selectmen. He hoped he wasn't shooting himself in the foot by coming to the Board prematurely, but there are issues that need to be looked at.

Chairman Cole asked when Mr. Yates expected an answer. Mr. Yates said Mr. Bell was to get back to him by Monday or Tuesday, but Monday was a holiday and he didn't hear from him today. Selectman Massey said he was a member of a parish of one of the sponsoring CYO operations, but he didn't consider that a reason for him to abstain. Selectman Stewart thought it has been past practice that the Recreation Department could use the school facilities in exchange for snow removal in the wintertime. CYO is a private organization that caters to non-Hudson residents. She is a member of one of the parishes and her daughter participated in CYO. When the Town has 66 teams that need to be accommodated, she finds it surprising that only one school has a policy on priority of usage. The School Board should look at that.

Chairman Cole said the list doesn't look like something that was generated at the school level. The language is something that would have been created at the higher levels of bureaucracy. He asked when practice starts. Mr. Yates said next Monday. He thinks both groups, CYO and the Recreation Department, should be given the same set of rules. Chairman Cole asked when the actual games are played. Mr. Yates said on the weekends, and that isn't an issue. Chairman Cole asked what Mr. Yates wanted the Board to consider if he is told there isn't any accommodation. Mr. Yates said they could probably live with the situation this year, but if they grow any more they may have to turn kids away or cut adult volleyball and basketball.

Selectman Stewart asked who determined that Rec would use only half a gym. Mr. Yates said that was the only way for all of his teams to be able to practice. Some of the schools' gyms are too small to use half a court, but he had to in order to fit in all of the teams. Selectman Stewart said the residents and taxpayers should know that the School Department isn't receiving any compensation from CYO to use the facilities. Chairman Cole suggested that Mr. Yates contact Mr. Bell tomorrow and, if he doesn't get any resolution, Selectman Stewart can intervene—which she agreed to do.

B. **Remarks by Selectman Stewart**

Selectman Stewart said, relative to cable, it might be a good idea to work with the video classes at Alvirne, who may have taped their games, etc. That could be shown on some of the channels instead of the same scrolling on all three. She welcomed Chairman Cole back, thanking him for her gift. She attended the Fire Fighters' Awards Banquet Saturday night. As usual, they put on a great spread. Selectman Massey was also there. She congratulated Lt. Dave Morin for receiving the Hudson Lions Club Fire Department Employee of the Year.

C. **Remarks by Selectman Seabury**

Selectman Seabury thanked Chairman Cole for her exciting gift from Bulgaria, which will go on her what-not shelf.

D. **Remarks by Selectman Jasper**

Selectman Jasper reiterated his position that when they have a three-week break between meetings, they should have an extra meeting in between. It is midnight now and they still have stuff to do. This is not good.

(Start of Tape 5, Side A)

E. **Remarks by Selectman Massey**

Selectman Massey said the Pennichuck Regional Water District Committee meeting minutes will be on the Web Site and the current draft of the Charter. There is a difference of opinion between Nashua and the other members of the committee. Nashua wants to have total veto power; the other communities voted to require three member communities have veto power. In order for the Charter to be approved, Nashua has to be one of the approving members. The Charter needs to be completed by November 5 in order to meet some other requirements, then it will be reviewed by the Attorney General, who has 30 days. With the approval of the AG, it will be submitted to the towns by mid-December for final actions. It's not clear if the Selectmen are authorized to enter into an agreement of this type, or if it requires Town Meeting. Regardless, his recommendation is that they submit the Charter to the voters in March for approval. If a town chooses not to adopt the membership, it would become a service community without any input into the workings of the water district.

F. Town Accountant Hired

Chairman Cole stated that during Nonpublic Session on 23 Sept, the Board hired Lisa Labrie as Town Accountant, at \$41,899, Step 1 of the Hudson Police, Fire, Town Supervisors Association, with a starting date of today.

G. December Meetings

Chairman Cole said their second meeting in December is scheduled for the 23rd, one day prior to Christmas Eve. He will not be here and wondered if there was any interest in moving it to the 22nd. It was decided to leave it as is.

10. NONPUBLIC SESSION

Motion by Selectman Stewart, seconded by Selectman Seabury, to enter Nonpublic Session pursuant to 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 (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; (b) Hiring of any person as a public employee; (d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community carried 5-0 by roll call vote.

Nonpublic Session was entered into at 12:04 a.m. and was terminated at 12:58 a.m.

Motion by Selectman Massey, seconded by Selectman Jasper, to hire Al Kidder as a full-time, temporary Truck Driver-Laborer, Grade VIII/Step Minimum at \$13.94 per hour, effective November 2, 2003 carried 5-0.

Motion by Selectman Jasper, seconded by Selectman Stewart, to upgrade Linda Corcoran from Secretary II, Grade VIII, Step 8 (\$15.44) to Administrative Aide II, Grade 9, Step 5 (\$16.74/hr) carried 5-0. Selectman Massey and Chairman Cole remarked that this was a well-deserved upgrade.

11. ADJOURNMENT

Motion by Selectman Seabury, seconded by Selectman Stewart, to adjourn at 1:00 a.m. carried unanimously.

Recorded and Transcribed by Priscilla Boisvert
Executive Assistant to the Board of Selectmen

HUDSON BOARD OF SELECTMEN

William P. Cole, Chairman

Teresa Stewart, Vice-Chairman

Shawn N. Jasper, Selectman

Kenneth J. Massey, Selectman

Ann Seabury, Selectman