

## HUDSON, NH BOARD OF SELECTMEN

### Minutes of the October 15, 2019 Budget Review Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of October 15, 2019 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by Finance Director Kathy Carpentier.
3. ATTENDANCE: Board of Selectmen: David Morin, Kara Roy, Roger Coutu, Marilyn McGrath, Normand Martin.  
Staff/Others: Steve Malizia, Town Administrator; Fire Chief Robert Buxton; Jess Forrence, Public Works Director; Patti Barry, Town Clerk/Tax Collector; Finance Director Kathy Carpentier; Lisa Nute, IT Director; John Beike, IT Specialist; Paul Inderbitzen, Moderator; Erika LaRiviere, Executive Coordinator
4. BUDGET PRESENTATIONS

Chairman Morin introduced the Town Administrator Steve Malizia for an introduction to the budget.

Steve Malizia stated just for the folks at home and for here at the budget parameter setting meeting in August, the Board of Selectmen directed department heads to submit budgets with up to a 2.5 percent increase in their operating expenses with major items or new initiatives above the threshold and identified separately for the Board's consideration either as a request outside of the budget or in the form a warrant article. The department heads submitted an operating budget that equals \$33,922,237 including sewer, water, and library budget requests. Offsetting property tax rate revenues have been budgeted in the amount of \$18,581,284. The operating budget as prepared by the department heads yields an estimated town tax rate of \$5.91 per thousand. A \$0.36 increase compared to this year's estimated town tax rate of \$5.55 per thousand. There are also several warrant articles that have been submitted and they add an additional \$0.17 to the tax rate per thousand. The two successor labor contracts have not been included on the warrant yet as they are either being negotiated or in the process of being prepared. That's basically the introduction to the budget. I believe tonight you're going to start with the Fire Department.

Selectman Coutu asked Ms. Carpentier do we have any of those numbers I requested please. Kathy Carpentier believed the Town Administrator just touched on them but I will reiterate some of them. The current tax rate is \$5.54 as of last year. The FY20 budget which is the budget we're currently working in is \$33,131,290. The proposed budget in front of you without warrant articles is \$33,922,237 representing \$5.91 tax rate. If you were to roll up all the warrant articles, it would be an additional \$0.17, so it's \$6.08 for the municipal tax rate which is a \$0.54 increase.

Selectman Coutu asked this does not include outside of budget requests, correct? Ms. Carpentier said that is correct. The outside of the budget requests have not been added into the budget before you other than a cover sheet asking for them to be added.

Selectman Coutu had one more request Mr. Chairman. Would it be your prerogative that if there's an outside of the budget request and there was a consensus by a voting majority of the Board of Selectmen to include it in the budget, would we move that into a line item within the budget. They are budget requests but they are outside of the budget for our consideration. So if someone were asking for \$5,000 for a whole tool kit and they really articulated that position well, at least three members of this Board say let's put it in the budget, we make a motion and include it in the budget. Ms. Carpentier thought it was important to say what department and what account number you're putting it into and I can help with that.

#### Fire ( 5710 - 5770 & Warrant Articles F, G, H, I)

Chairman Morin recognized Fire Chief Rob Buxton.

Good evening Mr. Chairman and members of the Board. Chief Buxton said I'd like to take a minute and thank the Board of Selectmen for inviting us here tonight to present the FY21 budget. I'd like to make sure I reach out and thank these members of the Fire Department administrative team that helped us put the budget submission together. We reviewed several pieces of activity for the Fire Department from FY19 as we put the FY21 submission together. We had over 16,000 public contacts this year in FY19's budget currently in FY20. 3,957 Hudson emergency calls, 2,698 EMS calls, 1,259 EMS calls. On top of that, we responded to 399 fire related and EMS related calls in the Town of Litchfield. Operationally we touched over 9,000 requests for service to the public that were non emergent

related. That was either done through service calls, or prevention activities, and those types of things across town. Your Inspectional Services area did about 2,000 building permit activities and put together 3,400 inspections throughout the year. We bring forward a budget tonight that has basically continues to prepare the Fire Department to respond to calls, gives us the most efficient response set up to address the needs of the public, and forces a good community risk reduction model, and provides an opportunity for us to continue to deliver efficient emergency services across the town.

Organizationally, Chief Buxton explained we generate \$1.188 million in revenue throughout the year. We bring forward four warrant articles for your request and review tonight. I wanted the SAFER Grant application for four additional firefighter AEMTs. One is a chase replacement on a squad vehicle. One is an additional \$25,000 for the repair and refurbishment account for fire apparatus. One is the \$810,000 warrant article for the town-wide radio system out of unassigned fund balance. Then we also bring forward an additional outside of the budget request for the town-wide radio system which is a maintenance contract with Motorola Solutions for \$78,000. Mr. Chairman I'm assuming you'd like to go section by section this evening?

### 5710 - Fire - Administration, Page 3

Chief Buxton said this section of the budget covers the fire administration. A couple of things to reflect on. We looked at three year averages as we put together our budget this year. You'll notice increases in notices and newspaper, annual dues and fees. We had an additional copier lease for the Robinson Road Fire Station. That was part of an infrastructure review we had done with printers, copiers, and scanners. That's the last large printer and scanner that we'll be putting in place under contract. We also added a line for shredding services. We're doing that twice a year with the Finance Department and Town Hall. We also moved the part-time support services position from 5750 EMS to the Fire Administration line. That basically was because that position does not meet the requirements of the new revolving fund that was created this year. The type of work that they do and the support that they were given cannot be funded out of the revolving fund. They need to be found in other areas of the budget.

Selectman Coutu said this should answer for pretty much all of the budgets KC. In his line item 5710-122 insurance, is that an estimate the 44220? Kathy Carpentier said no. Great question. We were lucky enough to get the insurance rates. Usually I come to you with no insurance rates. The increase or decrease in the budget but we did get them. This is reflective of a 5.5 percent increase to the health insurance, 3.9 percent to dental. We did get it. We were able to roll all the numbers in before these books were presented to you.

Selectman Coutu thought we were reducing costs for medical insurance by changing plans. I know it would have been a lot worse had we stayed with the Cadillac plan. Just reflective of what's going on in the insurance industry? Ms. Carpentier said because we're not pooled with other communities, this is our claim base. Our rates are based on our claims. It just says we have a lot of claims. To put it in perspective though, it went up 16 percent last year. I think we're heading in the right direction. Selectman indicated the numbers are actual numbers in the budget. Ms. Carpentier said correct.

The next question Selectman Coutu has is Chief you didn't touch upon your introductory letter that you provided the Budget Committee. One of the things I thought stood out and I'm going to ask a question relative to that within your budget on your introduction page 1, second from the last paragraph, you are from an impact perspective "we are proposing a very large change in our training area. You will note that under our information technology cost center, we are proposing the implementation of video conferencing project. This will provide us with the opportunity to install video conferencing in all three of our fire stations. Not only will this provide us with the opportunity to keep fire responders in their respective response district for associated classroom delivery but will open the door for us to partner with the State of New Hampshire Fire Academy to allow program delivery that is being administered in Concord to be attended locally. Ultimately saving us the time associated with commuting to and from training in Concord." From my perspective Chief, this is an outstanding idea. I wholeheartedly support the concept. I think it's great that instead of them going out to Concord - does this exclude keeping them at the stations for the local delivery of training that you typically have at the Central Fire Station? Chief Buxton said no. any classroom training, shift meetings, executive team meetings, leadership meetings, and those types of things that we have are monthly and quarterly time, they'll actually be able to stay in their facility instead of having to come down to Central. If the Captain decides that he wants to have a shift meeting at 2 o'clock in the afternoon, they coordinate it on the teleconferencing and they get it up and running right there and they stay within their building. They'll be able to do videoing. Selectman Coutu said it's relatively all inclusive. Chief Buxton said yes.

Selectman Coutu stated which brings me to your budget. 5710, page 1, line items 231 through and including 237. You'll notice that it all has to do with training, lodging, meals, mileage reimbursements - why do we need all of that?

Chief Buxton said first of all as you said 232 down through so the national conferences - and this is strictly for the administration - if we go to FDIC which is the largest trade show within the country or we want to attend a National Fire Academy program which is in Emmetsburg, those cannot be teleconferenced and the attendance needs to be in person. Selectman Coutu said my apologies. This is all administrative related. It has nothing to do with personnel. Chief Buxton indicated those are all conference and reimbursement type things. Under 236, that's a contractual obligation for the Captains for educational assistance and those types of things. They're eligible for monies each year.

Gasoline throughout Mr. Malizia, Selectman Coutu because I know you advised department heads, are all department heads going to maintain the same level funding for 21 as we did for 20? Steve Malizia stated it's the same rate - \$2.50 per gallon. They may or may not use more depending on what they've done in the past but we're all using the same rate across every department. Selectman Coutu asked do you use any diesel Chief. Chief Buxton said yes. The large fleet is all on diesel. Selectman Coutu said fair enough. I'm good with the administrative section. Thank you.

Selectman Martin asked I didn't see - you have a Fire Suppression Captain coming up to Admin. Is there any reason why you haven't moved him over yet? Chief Buxton said when the budget had been proposed, we hadn't made the move. Selectman Martin said so it's going to be moved. Thank you.

Selectman McGrath had a couple of questions. 5710-221 equipment rental. The actuals for this year are \$5,717 but you're proposing a budget of \$4,512. Chief Buxton indicated we had an overage and that was actually adjusted between administration and Finance. They adjusted the contract I believe as we restarted that period so we felt that was a solid number. Kathy Carpentier indicated I came before you on all the copiers in town and we had a savings so you should see that amongst all departments unless in his case he did go up a machine or two but he still recognized some savings.

5710-237 admin. training. Selectman McGrath noted the actuals were \$575 and yet you're budgeting \$5,000. Can you explain that? Chief Buxton said we have promotional testing in there for Captain and Lieutenant. So predicting into the next year, I know that we will have contracted services with the NH Fire Academy to do that testing again coming up. It is my expectation that we'll most likely exhaust both of our promotional lists here over the next few months.

The last one is the medical exams. Selectman McGrath asked about line 234. The actuals were almost \$17,000 and your budgeting 16. Chief Buxton said we actually met with the staff over at St. Joe's business and health and examined our process to make sure that we're getting the best parameters to our physical and we're making some changes in there in regards to x-rays and stuff which all meet the NFPA Standard for the medical standard. Those are all things we're trying to reinvest monies in the right spots. Selectman McGrath stated you mentioned St. Joe's. They're going through some transformations over there. Are you going to be able to utilize them continuing? Chief Buxton said they are our resource hospital currently for the EMS side of the house and they've been our partner from the business outside for a better part of 30 years anyway. We feel pretty solid about that relationship.

Chairman Morin asked if there were any further questions.

#### 5715 - Fire - Facilities, page 8

Chief Buxton explained 5715 covers the building maintenance for all of our fire department facilities both preventatively and new projects. Basically you're looking at a couple of highlights within the budget. You'll note that we have fire alarm maintenance is way up and that's basically you have two sprinkler systems that are now being maintained yearly. You have three fire alarm systems that are now being maintained yearly and you have one hood system that's being maintained on a yearly basis all under those fire alarm maintenance fees for the fire suppression and life safety activities at the Lowell Road Station and Central Fire Station. Those all have maintenance reports that need to be done on an annual basis. Building maintenance you'll notice that is also up. We're anticipating putting some additional work into the bathroom at the Robinson Road Station and also a roof at fire administration. That's where those numbers come into play.

Selectman Coutu asked the numbers come into play. Are you talking about 224? Chief Buxton said yes. You'll notice we went up 10 percent. Selectman Coutu asked to look at that number if I might. The first one I want to look at is 209 the heating oil. You're projecting its going to go up \$3,000 this year. Chief Buxton said we way underestimated last year and when we looked at our three year average, we needed to make an adjustment there. Selectman Coutu said you reverted back to okay. That went up 44 percent. The building maintenance what is it

with the furnace and the air conditioner. That's just general maintenance. Chief Buxton said that's one of the projects that comes out of there. If you go to the next page, it talks about grounds upkeep all buildings, water filtration, building maintenance all buildings. Selectman Coutu asked what is grounds upkeep. Chief Buxton said if we have a project that needs to be - a drainage issue or anything like that, the septic system and those types of things, those are all ground issues. We have an active septic system at two facilities - Robinson Road Station and the Burns Hill annex. Those still have active septic in them. They both run on well where Lowell Road, Central Station, and the administrative building are on city services. Selectman Coutu asked please tell me there's no grounds problems at Lowell Road. Chief Buxton said none. Selectman Coutu said that's what I thought. Thank you Sir.

5720- Fire - Communications, page 12.

Chief Buxton indicated this section of the budget covers the Fire Department dispatch center. This includes the transmission and receives sites for the fire communications program. You'll notice that we removed the "other professional services contract" out of this section of the budget and you'll notice that that was also done in the Police Department's budget. Basically that is because out of one of the outside of the budget items that I carry forward tonight is to have discussion with you about a long-term contract with Motorola Solutions to maintain the new system that's being put in in coming year. Neither of us budgeted money within the operating budget. We put a proposal outside of the budget to have that actually put into the emergency management line and we would manage that contract as the Fire Department and make sure the radio system was being maintained. Large equipment you'll notice that we had some increases in dispatch so we went from \$1,200 to \$2,000. It shows a 67 percent increase. That is just for some updated monitors. We have some monitors that are getting very tired in there. We also had some increase in training and we're going to have two new dispatchers in there. We have one that's in the process of finishing up his probationary period now. It will go through his APICO telecommunication certification training so that money goes up there. Then you'll note right underneath there 252 is the other professional services that brings that down the \$5,000.

Selectman McGrath had one question. The radio repairs line item 212. Did you just comment on that? Chief Buxton said yes. That is not only for the infrastructure of the radio program. That is also for mobile and portable radios. The town-wide radio program that we've agreed to and proposed that is the infrastructure, the backbone. This will be maintaining basically mobile radios and portable radios. The portable radio is well north of \$2,000 alone and a mobile radio is between \$3,800 and \$5,000 depending on which model we're getting whether it's for an ambulance or an engine now. So that's how that costing comes in.

Selectman Coutu indicated now I'm confused. You're proposing outside of the budget a request for a contract for servicing all of the radios and you're asking for an additional \$4,000 here? Chief Buxton noted for repair. If there's damage to a portable radio, I've seen a lot of stuff over the years. You have a portable radio that falls on the ground and a truck runs it over, that's not covered by the contract. That's cost outside of there so we budget for at least a portable radio every year along with a mobile radio update. Selectman Coutu said I saw the cost of that contract. It should cover replacing all of the radios three times over. Okay. Thank you.

5730 - Fire- Suppression, page 15

Chief Buxton stated the fire suppression budget - and this is the nuts and bolts of our operating budget. This covers the full time staff and the emergency services side of the house along with the fleet maintenance, equipment, and training. A couple of things that you'll note this year, you'll notice a reduction in tires, diesel, and training that are associated with EMS. Those are monies that we were able to transfer over to the EMS Revolving Fund and remove from our operating budget. You'll notice that diesel is down \$10,000. We had \$10,000 in there last year to cover ambulance fuel and stuff. On the EMS side of the house, that was removed and put over. This affords us the opportunity to continue to move forward with our preventative maintenance program. We are proposing the lease purchase of two new support vehicles and that's to replace two aged out vehicles out of Inspectional Services and roll down two other vehicles from inside the organization to those positions. Those vehicles are both 2005 in nature and have reached the end of their useful life.

Selectman Coutu asked 404 is that what you're talking about Chief. Chief Buxton said 404 yes. You'll see the support vehicles year 1 of 4. That's 2 at \$12,000. Selectman Coutu said 2 at \$12,000, that's \$24,000. The total credit to that line is \$25,000 and that's lease purchase to replace two vehicles. If you go down 404 under trucks, you'll see the command vehicle. The last section you'll see support vehicle lease.

Kathy Carpentier noted page 20. It breaks down all the items that are under 404.

Selectman Coutu asked how many more vehicles - do we have any kind of a lapse coming up soon that we won't have to be having all these leases? Apparently not. Ok thank you.

Chairman Morin asked what kind of vehicles are you getting. Chief Buxton indicated we're looking at a medium size pickup truck. I believe the Chevy Colorado is the one that we looked at. It will have a cap on the back to allow separation between the operational equipment and the cab where the Deputy sits actually and go from there and then roll those vehicles. That helps us with our health and safety program and a bunch of other things.

5740 - Fire - Inspectional Services, page 23

Chief Buxton explained this covers the cost for the Inspectional Services Division. As we spoke earlier, 2,000 building permits in FY19. Just over 3,000 inspections carried out within this Division. This is the associated costs. We had two major areas of increase. One is the NFPA subscriptions. We had a new building and fire code that went into effect this year so the code update will take place electronically next year so that's why you see that there. Then the building official has some uniform allowance built into the contract which then gets put into place so that increases that cost there.

Chairman Morin asked any questions of Chief.

5750 - Emergency Medical Services, page 28

Kathy Carpentier indicated this has been zeroed out and we'll talk about it at the end of the budget but I didn't want to skip over it.

5765 - Fire Alarm, page 31

Chief Buxton said 5765 helps us maintain the municipal fire alarm system. That is inclusive of just north of 350 master boxes in town. Fifty-seven miles worth of fire alarm cable and 9 alarm circuits that are maintained each year. You'll notice that the budget has remained consistent the last few years and that is we haven't had any expansion and any of the upgrading that is needed to be done to the system we've been able to tag onto construction projects in the area. We've been pretty successful and haven't had any - knock on wood - weather damage yet through the winter or any fall nor'easters I guess.

Selectman Coutu stated based on what he just said, you said we maintained consistency throughout the years yet in 2019 we spent \$50.45 and the budget is \$3,746. Chief Buxton noted we've been successful and when other construction projects have come up in the area to have the upgrades that needed to take place so if you were doing a commercial project and you need to upgrade the line as it goes your building or maintain that as it goes. So we're involved in the construction process. That gets pushed back on the property owner and as they're upgrading the systems in the area, it affords us the opportunity to get the upgrade at the same time. So we've been successful with that. Selectman Coutu asked and we're going to need 3746. Chief Buxton said it's an insurance policy. You're asking me to look at a crystal ball.

5770 - Fire Emergency Management, page 33

Chief Buxton stated the emergency management budget is the area that basically pays for all our planning purposes. We have successfully secured grants the last couple of years to do our hazard mitigation plan/hazmat plan so there's been actually no big outlays out of this area. We are anticipating doing an emergency operations plan review and update this coming year which will be a fairly lengthy project probably 10 plus months as we go through this. The State is in the process of updating their plan right now which will have a trickle-down effect on everybody as we overlay new responsibilities for EMS in the warm zone active shooter and those types of activities that will get pushed down in the emergency operations plan locally. Those are new activities that we'll have to take into account.

Through the years, Selectman Coutu stated - and it's not you, it's through the years - I've heard repeatedly that with the changes that we're making in IT and maybe it's an IT question but all of our costs were going to come down. We were going to have savings all over the place. We were going to have savings in insurance if we do this. We were going to have savings in something else if we do that. We're going to have savings in electric if we do this. I never see savings. I see increases. I'm looking at your phone bill and this is consistent throughout every budget. The phone bills keep going up. I thought we were doing away with this antiquated system and we were going to have something that was more in house, more user friendly, and at a cost savings and we're not realizing it. Do you pay your telephone bills directly from your account or are they all filtered into one telephone. Ms. Carpentier

indicated it would be in his 5710 department. This is just the phones for emergency management. Selectman Coutu asked are these the cell phones. Chief Buxton noted cell phones, tablets, those types of activities. Selectman Coutu asked why do those costs keep going up. Don't we have a good contract with whoever - Verizon I believe it is. Currently Chief Buxton said we're with Verizon and that is the best contract we could get. We're on a shared plan if my memory corrects me. We buy a certain amount of data points per month and it gets shared across staff. Selectman Coutu noted and it keeps going up. Okay thank you.

Selectman McGrath had a comment. If you look at the actuals for 17, 18, and 19, it's kind of like a bouncing ball. 17 it was 3.6 thousand; 18 was 4.2 and then the actual for last year were 2.9. I think the budget is reasonable given that it changes. It fluctuates and you want to make sure that there's enough money in the budget to cover it. I don't think that that's an excessive amount.

Selectman Coutu realized that and I saw that. Thank you for pointing that out in all fairness to the Fire Chief however, I would like to think that maybe we should start talking to either Verizon, or Comcast, Xfinity and see who can give us a better longer term contract so that we can stabilize the rate. Chief Buxton said last year the emergency management group and the Governor entered into a contract with a program called "First Net" and that is actually through AT&T. They are in the process right now of putting in I think it's 20 different cell phone towers across the State to get that coverage built up and then I believe you'll see a lot of competition in that environment to kind of drag our business over. The plus side for us on the emergency services side of the house is that's going to be a different bandwidth and will be clearly put out there for emergency service type stuff so we're not competing with the average homeowner when we go to make a phone call during a snow storm or those types of things. I would anticipate over the next couple of years you're going to see that competition that you're looking for start taking place. Selectman Coutu said those additional 20 or so towers that the Governor proposed in his budget are going to be exclusively for emergency management. Chief Buxton said yeah it's going to be First Net is the program and you can look it up. They're coming in and overlaying that across the State. They need to start in the northern part of the State and make their way down because AT&T was not a strong carrier in this section of the country. This is a country-wide program that has been put in place.

5777 - Fire - IT, page 35

Kathy Carpentier said in the past we've just waited for the IT Director to talk on all IT departments. If that's what you choose to do, we can skip over page 35 until the IT Director comes.

(new) Emergency Medical Services Revolving Fund, page 37

Chief Buxton explained the EMS Revolving Fund basically this year we're anticipating about \$438,000 if my memory serves me correctly being deposited into that fund over the 12 month period. Basically you'll note that we've included all of the line items from 5750 inclusive of the labor costs for the EMS Supervisor. That is allowed to be put in there. Notice that we've included the costs of a new ambulance and we've also included a cost of large operating equipment. We're looking at the potential of either a cardiac defibrillator project this year which is about \$100,000 or a cardiac automatic thumper that does the chest compressions manually for you by machine and gives you better CPR. Those are some big upgrades that we're looking at within that area. You'll also note that we have the training and education that was moved over along with \$10,000 for diesel fuel and go from there.

Selectman Coutu said Chief I were to ask you to give me a comparative number something to compare this to. Would you have that readily available? Chief Buxton said in regards to last year's? Selectman Coutu stated it doesn't show what the expenditures were for the previous years on any of these line items. Kathy Carpentier said if you turn to the next page, I don't know the page number...Chief Buxton noted page 28 maybe. It shows last year's budget the number is on there and now shows it's zeroed out. We moved \$112,052 over from last year's budget and I can tell you what we added in. Maybe that makes it a little easier for you.

Selectman Coutu asked what am I looking for. Chief Buxton directed them to go to page 28 in my book is 5750 emergency services. That shows you the detail from 17 through 21. Kathy Carpentier explained if you look on the next page down, you can see the comparison. We had \$112,053 was in the old 5750 and now it's up to \$423,000. Selectman Coutu stated the next page just gives me an explanation of these expenses. Ms. Carpentier directed them to the column that says FY20, that's the comparison you're asking for. There's FY20 and FY21. Selectman Coutu said there's about \$50,000 worth of expenses here and this is a \$423,000 budget. What am I comparing?

Selectman Roy indicated its 38 and 39.

Kathy Carpentier said this is the first year for the revolving fund. The revolving fund says take 50 percent of the revenues so we cut the Litchfield services in half. We're anticipating \$30,000 in revenue from Litchfield is 50 percent and then the ambulance is about \$400,000. So this \$430,000 anticipated revenue coming into this department. Out of the general fund, we took about \$89,000 - and I'm reading off the bottom of page 39 - out of general fund. We left the support services clerk/person in admin., we took 10 out of diesel as the Chief said so the net increase to this budget is the \$330,000. It's because if he wasn't in a revolving fund, he's be asking for warrant articles to buy a new ambulance. If you look up at Department 402, he's requesting a \$240,000 ambulance out of the revolving fund which prior to the revolving fund he would have asked it outside the budget on a warrant article.

Chief Buxton agreed. It would have been raised through taxation.

Selectman Coutu said if I were to ask you to provide us with a total budget for the Fire Department for 2020 versus the total number requested for 2021, could I get that? Ms. Carpentier said yes. He had a total budget in Fiscal 20 of \$6,528,853. He has increased the budget in 21 to \$7,088,696. Selectman Coutu asked why do I have \$7,512,018. I must have added something wrong. Ms. Carpentier assumed you added the revolving fund. I am not including the revolving fund. Selectman Coutu said I included the revolving fund. Yes I did. Steve Malizia said it's not part of the taxes and it's off to the side. Selectman Coutu said it doesn't impact the tax rate that's why. I did include it. Mr. Malizia said you are correct Sir. It's in its own fund. It's funded with revenue. It's not part of the tax rate. Ms. Carpentier expressed 7088696. If I could go further, he had 11 percent increase in the 100s. If you recall, he added four new firefighters and the benefits and everything else that go along with all the employees. He had an 11 percent increase there. He actually had a 7.3 percent decrease in the operating expenses and it's just tricky this year because we took out EMS. Selectman Coutu noted this is what concerned me when I initially did my numbers. I did put in the revolving fund and that reflected a significantly larger increase than what I'm being shown. This brings it right back to where it should be. I guess you could get away with it this year Chief. Good job.

Kathy Carpentier explained Chief and spoke. This usually won't be part of the budget process unless you request it to be because it's a revolving fund. It's not really tax dollars. Because we are striping some stuff out of general fund this year, we felt it was necessary to present it.

Selectman Coutu asked the Chairman if I might. I think this is a great idea and I'll tell you why. There were a lot of concerns raised last year if you remember during deliberative session - not a lot of concerns. There was concern about transparency by doing this. I think this reflects total transparency. It was my confusion with the numbers that reflected that your increase was significantly higher than what was being reported. I showed \$1 million increase. When you look at it, it's basically the cost of the wage increases approved by the voters which reflects onto the benefit package, the retirement, and all of that. There's the half a million I was looking for. It's right there in front of me. Thank you Chief. Other than that, I had some minor questions and you did a very good job with your budget. I like this sheet because it gives transparency to that revolving fund. Thank you for that.

Kathy Carpentier indicated that concludes his department. If I could take you to Warrant Article F. That is his first warrant article that he would like to discuss with you.

Chief Buxton stated basically we're looking for your support to write another SAFER Grant this coming fiscal year to hire an additional four Firefighter AEMTs to round out our Operational Division to 11 personnel, 24/7, 365 days a year. Currently with the success of our last SAFER Grant application, we run a peak time schedule from 8 o'clock in the morning to 8 o'clock at night of 11 and from 11 o'clock at night to 8 o'clock in the morning at 9. So we run a dual work schedule process. Our call volume at 18 was at 4,276 emergency incidents. This is out of three facilities. We are still continuing to use the squad concept. One of the triggers that we saw between last year and this year is our average call volume per day has increased. We're looking at an average call volume day now of 11.7 versus 9 where we were before. So our call volume continues to increase. Our nighttime call volume has increased to 4 calls per night which doesn't sound like a lot but those are three ambulances rolling between that 12 hour period. That continues to move that number forward.

The 11 people assigned to the emergency operations affords us the opportunity to have one fire unit committed to fire service activity and then three ambulances staffed cross happing other fire apparatus obviously. This is a step where we'd like to bring the Operational Division and continue to move that program forward. This warrant article will basically support the application. So if we can rewind the clock just a little bit, we did the warrant article. We got the support from the public. We wrote the SAFER Grant. We're given the award and we're able to hire right away. We were actually able to fill our slots before the other municipalities had to wait almost 24 months before they could go through the acceptance process. The federal government has decreased that acceptance time now. They're not going to afford you the opportunity to hold onto the 18 months. You have 12 months under the SAFER

Grant program to basically do that. With the way it being a Senate Bill 2 community where we have the 18 month window for our budgeting process, it's essential for me to bring this forward to you today and then you always have the opportunity if we get the award to make that decision depending where we're at at that point in time.

Selectman Roy asked are these four additional ones or are they continuation of the four that you hired. Chief Buxton said four additional.

Selectman McGrath had an odd question but have you done a study to determine the number of calls that are done in a given year. Is there one area of town that receives more than others so that you'd need more personnel in a different station? Chief Buxton said that's a great question and just give me one second so I can pull that detail. I did take a look at that. Each of the stations, and this is last year's numbers here okay, is doing over 1,200 calls per year. That averages out pretty good. What we did is we moved contracted services out of Central Station to give them some relief on call volume and move that to Station 1. We contract our ambulance with them so that provides us the opportunity to get a faster response and to the bulk of Litchfield where we provide them that ambulance support up front. So we try to level that work out. We examine that by district and by station each year.

Selectman Coutu had a problem. Back a few years ago the unions we sat down to negotiate and I was led to believe and I negotiated accordingly as you recall for the 24 hour shifts. I was told at the time that if we reverted to the 24 hour shift, we would have sufficient coverage and a well-rounded staff that would be able to handle the fire public safety in the Town of Hudson. The last SAFER Grant we hired four additional firefighters. We were convinced then that there was a need for it. It was a good deal as is this and this was going to more than compensate satisfying the need that we're going to have for additional firefighters and now we want another four. When does this end? IS this going to be four every time there's a SAFE Grant? The initial cost is small peanuts when you compare what the government is paying vis-a-vie what we're going to pay. When we inherit - we just inherited four. That's going to be well over a quarter of a million dollars. We put four more on, the taxpayers are going inherit them at closer to \$300,000 to \$350,000 because years will have progressed. They'll be raises assuming the voters will approve them. I don't see the need for four additional Firefighter AEMTs at this time.

Chief Buxton explained over the last six years, and I'll give you a six year snapshot, in 2013 for a total number of incidents the Fire Department did 2,490 incidents. In 2018 at the end of the year, we were at 4,276 emergency incidents. We've seen a large increase in our emergency medical services program and that can be attributed to a couple of different things. A) We see a great number of motor vehicle accidents in this community every year but the other piece and I've talked about this before with the Board, we've also seen a steady increase regarding the 62 and 55 plus developments in this community. What that has afforded is people from other States, other areas of the New England region have sold their homes, moved to our nice community here for the setting that we have, and they bring with them all of their medical issues. Those travel with you from relocation to relocation. As that section of the demographic of the community has gone up, you can directly track that in our emergency call volume. That is why on the emergency side of the house, we're almost at 3,000 emergency medical calls per year now. So that number continues to increase. Some of that I would push and say as the insurance companies and the hospitals start sending people home earlier, you go in for a procedure and you come home sicker, we're seeing that workload increase on our side. Our staff works very diligently, very hard. There's only so much work that they can handle within a certain amount of period efficiently and that's where we're trying to get that number to. I wish I had a crystal ball that said we're going to get to 4,500 emergency calls and that's going to shut off. I don't control that.

Selectman McGrath asked Chief Buxton did you take into account the additional homes that are going to be built in this town over the next year or two. We have that large parcel on Lowell Road where the workforce housing. Have you done any kind of an evaluation of that? Chief Buxton said we routinely sit down and look at the 81 units coming to Lowell Road, look at the Hawkview development, and Eagle's Nest and what the impact of that is going to be because the first phase of that project is actually prepared for construction. I'm surprised we haven't seen foundation permit requests yet. They have paved almost a mile in now. So that project is becoming I believe there is 60 somewhat units there. Our population is going to continue to increase which means our density goes up and our need for service continues to increase. Those are things that we look at. Forgive me I forget the year when Chief Murray was still here, he actually sat before the Board and the Planning Board to talk about an impact fee on the public safety side of the house which is allowable under the State. We're seeing a balloon of 55 plus communities coming in. Kind of knowing what other communities were seeing happening, was there an opportunity for us to have impact fees that would afford the opportunity for us to offset some of this stuff. That did not pass at that point in time. We know we collect impact fees for the schools and the recreational areas but we didn't go down that path at that point in time and I have not brought that back.

Selectman McGrath suggested that you do and have a conversation with Brian the Planner because I think that it's



appropriate. You don't want to add so many impact fees to the planning side of things that would prohibit people from wanting to develop but by the same token, the people that are here and have to foot the bill every year with increased taxes and it's because of the increase costs that these developments are bringing in, I feel it's appropriate to add an impact fee. I would absolutely have that conversation with him and maybe something that we could do this year. I'm in favor of this because this town is experiencing I think added growth. We're going to be feeling the impact of the development just across the bridge. I talked to Steve the other day and I've got to tell you that it wasn't a comforting feeling when I left because it's kind of scary what we're going to be facing. There's tremendous growth that's just across the river. They're not done and they're going to keep marching forward because they think that they should bring in as many people as they possible can. That's Nashua's problem to deal with as far as their taxes are concerned but we're going to have to deal with it because those people are going to be crossing the bridge to either go to restaurants here or to travel through to go to Massachusetts because it's easier to get there as opposed to going around and getting onto the highway. They can just drive through, go down Lowell Road, and be into Massachusetts in no time. I don't want to say no time because with the traffic that we're facing it's getting to be a longer commute. There was an accident on River Road the other day. I talked to Dave about that today. The traffic on Friday afternoon I left here and the traffic on Lowell Road was backed up for a good couple of miles. Got to River Road thinking I was in the home stretch and they had the road blocked off. I had to turn around, pull a U-turn as did everyone else in front of me and get onto Dracut Road so that I could get home. There's accidents every day. I understand the need. It's not a matter of growing a department to a point where you have unnecessary personnel. This is something that is life safety issues and I think for the most part people can understand that and accept that. I'm in favor of seeking that grant and seeing if we can be successful. If we're not successful, we're not successful.

Chairman Morin said I actually sat down with the Chief today because I had kind of similar concerns that you did Selectman Coutu in reference to what these firefighters were going to do. As the Chief pointed out and I'll let him explain it, there's a big difference between 8 in the morning until 8 at night and 8 at night and 8 in the morning if you want to talk about that where these firefighters would be filling in.

Chief Buxton explained basically what you would see is we would be able to staff all three of our ambulances on a 24 hour period and have a fire unit available for additional support or a fire call that takes place. Routinely now it is not uncommon for us to have an ambulance in the north end or the south end either heading to another medical call or heading to a hospital and we transport to several hospitals. If you're in the south end of town, it's not uncommon for us to see as at the hospitals in Lowell. If you're in the central district to be over in Nashua and if you're in the northern part of the district or in Litchfield to see us in Manchester at the two hospitals there. We transport to about six different hospitals in this area because of our location and basically we collect the revenue on the back side. When those ambulances get on the road that decreases your fire protection. This is going to make sure that we have a unit available dedicated on the fire side of the house and the other units cross staffed to make sure they are supporting the fire activity. It's important in my eyes and I believe it provides an efficient model for us. We have cross staffed the ambulance side of the house here for 35 years. The first ambulance was donated to the town by the Junior Woman's Club. That's how far back that goes. We've been doing this type of modeling here. We get dual purpose out of employees.

Selectman Coutu said prior to the first SAFER Grant which was two years ago, we were at full capacity and you wanted us to apply for the SAFER Grant so that we could hire four additional Firefighter AEMTs. The grant was approved. We proceeded. What are those four people doing? Chief Buxton said they're working out of Central Station 8 to 8, 7 days a week. Selectman Coutu said like everybody else does. They work an 8 to 8. Chief Buxton stated they work a 12 hour shift yes and not a 24 hour shift. Selectman Coutu asked they have an exclusion in their union contract that allows them to do that. Chief Buxton said yes that was part of the last labor agreement that we negotiated the peak time staffing model. Selectman Coutu indicated now we need an additional four. We mustn't have an overtime. We mustn't be spending any money in overtime, correct, now that we've added four additional firefighters? Chief Buxton said you still have the routine need to cover when someone is on vacation, somebody is out sick, somebody is out injured. Selectman Coutu stated but we have four additional firefighters that we brought in. Chief Buxton explained but you still need to replace them on a 24 hour basis. Selectman Coutu said if we bring these four in, that's an additional four years. Do you eliminate overtime? Chief Buxton said do you know what we've eliminated, we've gone from 64 requests a year in station coverage if you remember that term and we're down to 15 requests for station coverage this past year during the daytime. This provides us an opportunity to basically knock that out completely and staff appropriately and consistently at 11 across the board every day of the week. That's where our costs were coming from before was driving us because you get a couple of calls back to back between that 3 and 8 o'clock time period and you'd start tripping for station coverage and you'd get multiple people coming back at emergency callback.

Based on what you just said, Selectman Coutu indicated that's as a result of those four additional...Chief Buxton said we dropped that number down yup. Selectman Coutu asked what is the goal to bring it down to zero or to a point to where we really don't need all these people. Chief Buxton said my goal is to put out a consistent model and not have to have any emergency call back and just have routine coverage. Selectman Coutu said in two years if we're still having some we'll apply for four more. Chief Buxton said it depends on where the growth goes. I can't predict that. I just can't predict it. Selectman Coutu said I can't support this. I won't support it. It just doesn't make sense to me. It's a burden to the taxpayer in my opinion. I think we have sufficient staff to handle - that's my opinion. I'm only one of - I'll probably be out voted 4 to 1. Chief Buxton said I've stated my opinion. Selectman Coutu noted I tried to justify it and I just can't. I know we've had no conversation about this. I do not get in the habit of discussing budgets with department heads prior to budget night. I'm not looking for an advantage if I have a direct administrative question, I'd call you but the budget I leave stand by itself. I will not be voting for - at this moment, I cannot support this warrant article.

Selectman McGrath had one question and I'm sure you already covered it. I just don't recall. What is the income that we receive from the ambulance calls over the course of a year? Chief Buxton stated you're just shy of a \$1 million total. Its \$800 and change that goes into the general fund and you're now putting \$438,000 of that into the EMS Revolving Fund to offset equipment costs.

Kathy Carpentier indicated in the past you waited until the end to forward or not forward these. So you're continuing that so I'll take you to Warrant Article G which is Fire Apparatus Refurbishment and Repair of Capital Reserve Fund funding.

Chief Buxton explained in March of 2008 we created a capital reserve fund for refurbishment and repair of the fleet and inclusive of the pumpers, the ladder truck, the forestry units we're asking you to invest and put \$25,000 towards that account again this year. We believe that this is a good savings plan for the community. As you're aware over the last two years, you've invested a little over \$2 million in fire apparatus that will need to be maintained and preventatively over its life span and we're looking to do that to add \$25,000 there.

Chairman Morin asked if there were any questions.

Selectman Coutu commented I will be supporting the warrant article. I'm a strong advocate of capital reserve funds. I've seen the bills. It would be nice to have the money readily available to us.

Kathy Carpentier said looking at Warrant Article H the next section purchase a new squad vehicle.

Chief Buxton stated we're looking to remove \$170,000 from the Capital Reserve Fire Apparatus account. This goes on the warrant for the public to vote on. You have north of \$200,000 in that savings account now. We're asking you to remove \$170,000 from there so there is no additional funds from general taxation. This will go on with no additional cost to the taxpayer.

Selectman Coutu asked what do you have in that capital reserve fund presently. Ms. Carpentier said \$215,000. Selectman Coutu asked Chief what is your intent with the older vehicle. Chief Buxton said the chassis itself will get repurposed for a brush unit. When we put the squad plan in place, we said that you would put a squad in place. At the 5 year mark, you would remove the chassis, put the body onto a new chassis, so that's the \$170,000 cost. You take the old chassis and repurpose it down towards a brush unit within the Fire Department. So that will take place this year.

Selectman Coutu asked what would be the cost of the refit. Chief Buxton believed it's about \$50,000 to \$60,000 for the forestry unit to get refit on top of the old chassis which would come out of the capital reserve fund for repair and refurbishment.

Chairman Morin asked if there were any other questions.

Kathy Carpentier went to Warrant Article I Town of Hudson communication system.

Chief Buxton said back in August of this year the Police Chief, myself, and the Public Works Director came in with a \$1.5 million upgrade to the radio system town wide. We further came back with a funding plan to remove \$736,000 from the reserve fund that has been created. That's cash on hand today. This is Phase II of that. At that meeting, the Board agreed that we should write a warrant article to remove it from unassigned fund balance and not to raise the fees through general taxation. That happened at that meeting so here is the warrant article. I bring that forward

on behalf of the three departments.

Selectman Coutu asked Mr. Malizia we have this money, right? Steve Malizia indicated we have a fund balance which...Kathy Carpentier said we have as of June 30, 2019 we had \$6.5 million in the unassigned fund balance account which represented 8.6 percent. We used 600 for taxes right now. There's multiple requests in this budget that you haven't visited to take from unassigned fund balance. If all passed and all were forwarded, it would decrease us to \$4.6 million at about 5.9 percent which is less than what you've carried as a fund balance. Selectman Coutu noted that's not healthy. Ms. Carpentier said but what it doesn't include is any unanticipated revenues that you get or unappropriations that you didn't spend. You'd have two years of getting revenues in 20 and 21. This is probably the worst case scenario that I'm giving to you because I can't budget unanticipated revenues.

Selectman Coutu said Chief as you recollect and even prior to your ascending to the position of Fire Chief, several meetings have been held over a period of time. One of the participants is in the audience, the IT Director, myself, former Selectman Maddox. We've had this discussion. It's been ongoing for quite a length of time relative to communication in our community and what to do to improve it. We came up with this plan and this plan is approximately \$1.6 million. Is this cure all? Is this just a band aide? We're spending an additional \$810,000 which my heart of hearts tells me it's the right thing to do once and for all because it's not just you. It's all public safety and a linkage with our Highway Department which is critical in severe storm weather, major accidents. I'd like some assurance from somebody that this is not just a band aide. That this is going to serve us for a few years.

Chief Buxton stated the first thing I'd say is you're going to put all three departments on one platform which does not happen today. That was the intention of what we were doing. Probably the biggest leap of faith is from the Highway Department because they're basically coming off of technology that was developed in the 60s and they're coming to 2019. The Public Works Director is here. They moved their radio system from Melendy Road to the establishment that they're at today. Okay. The Fire Department has been successful going after some grant monies that has afforded us an opportunity to increase some of our efficiencies that the Police Department has not had success doing. One of the challenges that has continually been, we're not on the same platform. Our frequencies don't mesh well. They need to be blended through filters which gives us gaps. Communication gaps are a humongous public safety, an employee safety issue. This program will give us greater than 95 percent coverage through town. So this is the right thing to do. I know it's costly but our next conversation piece is an additional plan on how to offset some of those increasing costs to maintain that system so we don't have this \$1.5 million price tag again and how do we go about doing that.

Selectman Coutu asked does this include any additional towers. Chief Buxton said two. One at the police station and one at the fire station. Selectman Coutu stated this will end the conversation that we've had over the years relative to the lousy reception as a result of not having a tower high enough at the police department. Chief Buxton said correct. Selectman Coutu said you're going to have the second one. Chief Buxton said the second tower will go to the fire station. You're going to actually have if I can just simply go around town I'll start at Central Fire. You'll have a tower at Central Fire Station that will transmit and receive. Merrill Hill which will have transmit and receive. The police station at their facility. You're going to go to Griffin Road where there's currently a cell tower that we have access through good planning and zoning practices. So we're going to add a transmit and receive site over to there. You're then going to move over to Black Forrest which is actually on the border of Londonderry and Hudson and get over on the hill over there. Then you'll have a receive site at Alvirne High School even after the construction is complete. So you start making that ring around the community and we're able to simulcast our information out and increase our bandwidth to make sure that we're reaching those folks in the field on portable radio.

Selectman Coutu asked are we going to remove the existing tower here on Central Street. Chief Buxton said it will come down off the building yes. Selectman Coutu indicated we're going to put a new tower. Chief Buxton said it will be ground mounted though. It won't be on the building. Again, Selectman Coutu said the Finance Director informed us that there are other requests for monies from the unassigned fund balance. So we'll have to look at those but I'm certainly going to give - I'd like to see this conversation come to an end and have this solved once and for all. We're talking about the lives and safety of our public servants in public safety areas - police, fire as well as highway personnel. We're talking about response time and being able to communicate properly the needs and assessments that need to be done in field during an emergency situation. This will finally get the construction started in July of 2021? Chief Buxton said no we actually anticipate being here the end of this month or the beginning of November to start talking about Phase I of this project which is out of the reserve fund currently.

Selectman McGrath agreed with this project because there isn't anything more fearful for when you're waiting for emergency responders and they can't get - fortunately I haven't been in that situation but I've heard the stories and I think about not only the emergency responders but the people that are on the other end waiting for them to arrive

and they haven't gotten the communication. There's been a break in the communication because of radios. I can't imagine either scenario whether it's the officers or the fire personnel, the EMTs, or the people that are waiting for them to arrive in an emergency situation. We're in at a point I think in history where that shouldn't ever happen. I think about the officer on Pelham Road a couple of weeks ago. If he hadn't been able to get response, that whole situation could have been so deadly. The fire on Central Street, if we didn't have an officer that happened to be driving by and notice that fire and then get the message to someone at the station to come out, there could have been a whole lot of fatalities from that. I'm in favor of this and I think that it's certainly a step forward. Chief Buxton thanked her.

Kathy Carpentier stated the last item the Chief has is one item outside of the budget for the maintenance of the town-wide radio system. So we can bring you back to his memo in the 5700 section.

As part of the new program that goes into place, Chief Buxton said comes a maintenance portion of that and try to develop a maintenance plan that will afford you the opportunity to continue to keep the investment that you've just made in the radio program efficient, operating appropriately as it works through its warranty period but also tuning changes as infrastructure changes in town and the aged equipment happens. We're asking you tonight to consider adding a \$78,368 contract per year with Motorola Solutions into the emergency management cost center within the Fire Department. That is both 5 percent of the cost that you're spending for the overall construction costs of the program and that is going to provide us direct access to Motorola Solutions to come out and their technicians to support the operation. Infrastructure wise, it will give us repair and replacement on pieces, parts on the infrastructure side of the radio system. I want to be clear. That's on the infrastructure side. That's not the field technology. That doesn't mean the portable radios and the mobile radios that are in the car. That is the backbone of the system itself. Those transmit and receive sites, the consoles within the dispatch centers, and those places. It's also going to provide us on site support, preventative maintenance for those programs, tuning of the system, and made sure we're maintaining the microwave links, the fiber optics and the simulcasting stuff works correctly, and then system upgrades on the software side of the house. This is technology and is no longer a crystal although I think we still have crystals at the highway garage now. We're basically trying to get off of that technology and get onto current day technologies. With that is a systems upgrade and we'll keep our system within that software piece as we move forward.

Selectman Roy asked if we didn't have this do you know how much it would cost to keep the system upgraded - if we didn't go into this contract. Chief Buxton said when I pulled a one-year cost, I'm not really sure you want that number. It was like \$160,000 to do a one-year contract for that. That was a one-year period. You're assuming all that risk on yourself. There is a side of me that said you know I asked a whole bunch of questions like we don't do this until year two of the system, or year of the system. Those costs continue to increase. It's like any other technology that we have there. If you get in on the ground level and you receive any upgrades as you go forward, it's less costly than it is futuristically down the road.

Selectman Coutu said there's an old adage in the retail business - not at the level I was in, upper levels - that large corporations who sell equipment make the most money in service contracts far and above a lot more money that they do on selling the product itself. This contract is \$470,000 for \$1.5 worth of equipment. They want almost a half of a million dollars to service it. We could go two years and not need any service and they pocketed \$160,000. I know it's a risk. I know it's an insurance policy and I know we have to have it. That's the problem. They sucker you in and they drain us while they're at it. I'm not too thrilled about it. This is a tough one to swallow. This is a tough nut to swallow. I can't, again, the intelligent decision is to buy the equipment for the protection of our manpower and at the same time buy the insurance regardless of the cost in order to make sure that that safety is there for them. It's a tough nut to swallow to explain out a \$475,000 cost for \$1.5 million worth of equipment. Thank you Chief.

Selectman Martin indicated the question was answered but did I hear you say about \$160,000 for one year. Chief Buxton said yes. Selectman Martin said if we did six years at \$160,000 you're \$40,000 shy of a \$1 million. Selectman Coutu said you're assuming you're going to need them every year. Selectman Martin said you may have an auto warranty and you don't need it in the first two years but on the whatever day it is of the contract, 2 days before it runs out something happens. I agree. I hear what you're saying. It's a lot of money to swallow but you should have it. It's a lot of money you're putting in for safety. You should have the safety contract to have this equipment maintained. I'll support putting it in to emergency management budget if you want a motion to that affect I can do that.

Selectman Coutu said I would support the motion.

Motion by Selectman Martin, seconded by Selectman Coutu, to increase Department 5770-252 from zero to \$78,368, an increase of \$78,368, carried 5-0.

Kathy Carpentier indicated I believe that wraps up the Chief's budget presentation.

Dept. of Public Works (5515, 5551 - 5556 & Warrant Articles E, M)

Chairman Morin recognized Public Works Director Jess Forrence.

Kathy Carpentier noted I will take you to tab 5500 DPW and we're starting on page 2.

Thank you and good evening. Jess Forrence reflected on the Fire Chief's proposal. That is something that even the Public Works really, really needs to improve on. Emergency response by the police or by the fire, especially during a snow storm or ice storm. We monitor the channels the best we can when we do have the reception. We try getting there about the same time or try getting a truck there before they do whether its snowy conditions, icing conditions, or whatever it may be. The communication between Police, Fire, and Public Works is unbelievable during a snow storm. It's something I'm really glad to see is going forward. It's going to benefit the three departments. It's expensive I totally agree but it's something that really should improve the services. A lot of safety. Safety, safety.

Public Works we did sit down. Mr. Forrence indicated I sat down with parks maintenance, street guys, drain/sewer trying to put everything we needed covered items that were overspent. I brought some items up that we believe in the future would benefit us on all departments. Anything else outside of the 2.5 we put aside for a warrant article or discussion. That's the way we're going to go.

5515 - Public Works facility, page 2

Like I said previous, Jess Forrence stated anything that we saw we kind of predicted the future also. Anything that we saw that we would feel a little more comfortable in putting a couple cups in it and still stay in the 2.5 at the end of it, we did it. Going through the budget you'll see the biggest increase was through the salt. We really needed that one so we put some extra dough in that. We'll get to it but the rest of it is replacing some old equipment. It won't reflect on this one but I think we did a pretty good job staying in the 2.5. Any questions that you guys might have.

Selectman McGrath had a question on page two, line item 224 building maintenance. Last year your actual grew almost \$23,000 and the budget that you're looking for is \$7,000. Jess Forrence explained last year we went through a couple of heaters inside the building that were quite expensive. That's why the increase was then. As a matter of fact, they should be being tested tomorrow. It seems like everything is working good so we didn't put anything else towards it.

Selectman Coutu asked you have the big overhead blowers. Mr. Forrence said yes.

5551 - Public Works admin., page 5

Selectman Roy asked about line 551-237 the training portion of it. Are you budgeting any money for any training to institute the asbestos policy that's being developed? Mr. Forrence said yes we are but I believe there's another line item. That is in this year's budget correct. Selectman Roy said there's no continuing...Mr. Forrence said there might be some upgrades. Very cheap money - \$25 or something like that. The training account from this year will roll over each year. I'm not saying it's in that particular line item but there is one for registration fees. We usually end up taking it out of.

Chairman Morin said you have no training budget per say other than what you just talked about. Jess Forrence stated everything we usually go through is covered through Primex or the State so there's very little cost in anything. We really haven't seen a need for it. We haven't run into trouble with it. I know the asbestos thing is covered and I'm pretty sure we have it covered.

Before you took over, Chairman Morin said we had a lot of discussion with your predecessor due to things that were taking place within your department in reference to training. We haven't gone any further than those discussions that night. Jess Forrence indicated everything we do for training whether its confined space, bucket truck, chain saw, just everything is covered through Primex which is absolutely no cost to us. We stay pretty good. If we do

venture out on something, then I will definitely make a note for next year.

Chairman Morin indicated there was some concern about heavy equipment operation. That's under Primex also? Mr. Forrence said Primex will do that. We did some of that. We reached out to a couple of companies and answered yes but they're off season is the fall and the spring. We're probably looking to something at that time. I think we'll be okay.

Chairman Morin asked any other questions.

5552 - Public Works Streets, page 8

Jess Forrence indicated the only thing that we paid a lot of attention on here is the salt account that we did bump up the \$40,000. If you looked at the cost of an actual truck load and that was to an 18-wheeler load that's about 14 more loads which is a big help for us. Through the request on the out of line item budget, you'll see there's a number that I'd like to look at.

Selectman Martin asked about 248 street overlay - \$790,000. My question is didn't we have a warrant article when I sat on the Budget Committee for \$500,000 to increase the street town-wide paving line. Steve Malizia indicated it used to be \$200,000. It was 200 and change and now it's almost 800. That's what we did.

Selectman Coutu said while we're here, is this where the salt is 308. The salt has increased from....Kathy Carpentier indicated prior budget was \$160,000. He's requesting \$200 and then he's also requesting an additional \$50,000 outside the budget. While we're here, Selectman Coutu said why don't you hit us with that one. That \$50,000 you've increased it \$40,000. Why are you asking for an additional - I can make an assumption - but why are you asking for an additional money. Jess Forrence said the \$15,000 once we get there and we talk about, I had initially put that in the budget. Kathy caught it. I had to take it out and that's where I started breaking things down that we'll talk about at the end as either a warrant article or your consideration. I left the \$50,000 there. If I got lucky you guys would say okay. If I don't, then you can look at me and say \$40,000 would be enough and I'd say yes. I don't want that to reflect on the 2.5 that I stayed in.

Steve Malizia indicated he's keeping it at 2.5 that's why he added the four but you're telling us you need \$2,000 more? Jess Forrence said I originally looked at that and I will sit here tonight and say no. I'm pretty comfortable with the extra \$40,000.

Selectman Coutu stated the \$40,000 is an increase request in your budget...Mr. Forrence said in the budget to keep it at the 2.5. Selectman Coutu said if we agree that that's not an excessive demand - I'm going to assume that the cost of salt has increased or that your reserves have been very low. It's one of those two or a combination of both. Mr. Malizia noted we have more roads. Mr. Forrence said yeah and like Steve had said, the more treating that we do the salt prices have not actually gone up. We were lucky to stay at the same price but the uses have gone up.

Selectman Coutu indicated one of the major complaints we get while we're on the subject of doing our streets, I say "we" I certainly have and I've read it in the paper as well. You know that paper that some people read and some people don't. Mr. Forrence said its fake news. Selectman Coutu said we put too much sand on our roads. To keep Hudson roads they way they are, Jess said we have to throw a lot of sand on it. Selectman Coutu didn't disagree. I just want to air it once and for all why it's being done. I'm glad it's being done. Jess said it's just to treat. It gets everybody moving better. MS4 is coming into the picture where the feds have said you have to stop using so much sand. All our sand now has to be calibrated to find out what we're throwing, keeping track of everything. All the stuff going to the roads, I don't want it on my lawn. That's why we increased the salt budget as much as we did to see if we could break away from some of the sand. To get rid of the sand, no there's too many hills in Hudson. Let's see if we can break away with some of it and treat it with salt and calcium a little bit more.

Selectman Coutu asked have you looked at a chemical treatment, and the cost impact, and whether or not that would be feasible for the Town of Hudson. Mr. Forrence said yeah that's why we're going with the calcium. The last two sanders that we've purchased have come in with calcium tanks on them so when we redo a sander, we go get calcium tanks put on them so we can start we call sweetening up the loader a little bit more by more salt and no sand. Selectman Coutu said the State seems to be - it's working well with them and I thought maybe that municipalities start looking at the conversion. Mr. Forrence said it is. We brought the people in and talked to them and told them what we were running for numbers, they didn't laugh but I think there was a smile on their face and said that we could make things better. Selectman Coutu said we are heading in that direction. Very good. Thank you Sir. I have no objection to your request for \$200,000.

Chairman Morin asked when you're talking the calcium tanks, that's the liquid you spray before the storm. Jess Forrence said there's two ways we do it. If the trucks don't have the calcium tanks built on the side of them, then we'll have somebody wet the load before they leave with a 2 inch hose that we have. If they do have the calcium especially for people who are on the main roads, then we set up how much spray is put in when the sand and salt is being spread.

Chairman Morin asked are you looking to buy a system to make that at some point. Jess Forrence stated right now because we don't have the controllers and the controllers are very expensive, we do it the old fashion way. The way the salesman had told us, you have a 5 gallon pail out there, you time it RPMs on the truck and it will give you distribution. Then you do the calcium load to match that.

Chairman Morin asked any other questions.

#### 5553 - Public Works equipment maintenance, page 14

Jess Forrence explained the one that jumps out at us here the most is towing. That is primarily used for either the big loaders, the excavator which we just had the broken drive shaft that had to be towed in. The plow trucks themselves if you have a major air leak that can't be fixed out on the side of the road it has to be brought in and towed in. There's no other way to do it. Eric the maintenance foreman felt more comfortable putting in the extra \$1,500 to cover some of these costs and that never still kept us in the 2.5.

Selectman Coutu said from line item 5553-307 in 2019 actual expenditure was \$24,391. That's tires. You requested \$30,000 for this year and you're requesting \$35,000 for next year. Are we just going through a lot of tires or I would imagine the cost. Mr. Forrence stated the grader is up for tires and that's 6 very big and expensive tires. They're due. Selectman Coutu asked they're in what sixth year now. I'm guessing. Mr. Forrence said if I agreed with you I'd be guessing. That is the primary is just to take care of the grader. Selectman Coutu said good answer. That \$35,000 we're getting away with it cheap.

#### 5554 - Public Works Drainage, page 18

Jess Forrence said drainage is what drain is. Equipment rental we've got renting more equipment to do more work. It's cheaper in the long run to rent than it is to purchase and pay for maintenance and tire upkeep that we just discussed. We did another basically month's rent - \$5,000 a month for renting a piece of equipment that we have that we try keeping for the six months out of the year. We're going to try keeping that one more year so we want to bump it up to the \$5,000.

Selectman Roy asked what's the increase in the overtime for you have it go from 5250 to 10274. Kathy Carpentier said if you look at FY19s actuals of \$12,000, that's probably why.

#### 5556 - Parks Division, page 22

Selectman McGrath said line item 252 the professional services went from a budget of zero to a request for 12 almost \$13,000. Can you explain that? Jess Forrence said that is for Merrymaids for taking care of the bathrooms at Benson's. Selectman McGrath said are you kidding. Mr. Forrence said no. That is every day, holidays, weekends - \$35 a day which we could not do it for. Selectman McGrath said I wouldn't expect to. Mr. Forrence said I'm just saying but the number on it when you first look at it is a lot of money but they do and what they've done for us well worth it. Ms. Carpentier noted you can see a decrease in the 102 line because at one point they thought they were going to use part-time people for it. Steve Malizia said also we don't have as many port-o-potties too so that dropped from 14 down to 4. Mr. Forrence said that was the other thing that came down. Have you been into Benson's bathrooms? Selectman McGrath said no I have not. Mr. Forrence stated you should and I say that very seriously. If you haven't been there since they've been done, they do a great job cleaning up after people. Selectman McGrath said I'm so happy to hear that. Mr. Forrence said I'm sure you are. I am happy to hear that.

Selectman Martin questioned line 266 and here I am jumping on the bandwagon. I'm jumping on the bandwagon - portable toilet. Are the bathrooms open all year? Mr. Forrence said no. Selectman Martin said we're going to put a portable toilet in there. Jess noted there's been a portable toilet up there for the last four years and it stays there all winter right by the elephant barn.

Selectman McGrath asked about line item 401 at the bottom of the page the large operating equipment. That went up by \$4,000. Mr. Forrence said that was for the...Selectman Coutu indicated they're replacing a lawnmower.

Selectman McGrath noted an expensive lawn mower. Mr. Forrence agreed. Chairman Morin asked if there were any other questions.

Kathy Carpentier said okay would you like to do his outside the budget requests or jump to his warrant articles. Chairman Morin said why don't we just do warrant articles and we'll do the outside and keep it all the same through the departments. Ms. Carpentier said we're going to Warrant Article E VacCon Truck Replacement Capital Reserve Funding.

Jess Forrence said I was hoping to replace that after next year's budget but the way the costs have gone for a brand new one, we bought this one for under \$300,000 and it's been a while ago. Now they're up pretty damn close to \$400,000. Not only that, the return we thought we were going to get on a trade in has gone terribly low and the person coming down giving us the estimate pulled up the webpage and showed all the ones that came out of hurricane stricken areas that FEMA would buy. Go out there and clean everything that needed to be cleaned and get the systems back up and running again and then they would go onto the open market and there they still sit. We're competing. They're talking about giving us only \$60,000 for that beautiful truck. That's why we're going to keep it a couple more years and see if we can get some more money to it and then eventually I'm going to have to come back to sewer or all these people here and say can we appropriate another \$60,000 or \$80,000 to catch up to the costs of these things. Where we're going right now it's just separating too much.

Selectman Coutu told Mr. Malizia if you remember this VacCon truck was purchased approximately 7 or 8 years ago and there's a purpose for doing this. We were in this bind when we bought that truck. We didn't have the money. If we establish this capital reserve fund...Mr. Malizia said we've already established it. We're putting into it. We already have it so we've been putting money into it. Selectman Coutu asked is this all we're going to get is 6 or 7 years out of it. The last one lasted more than that. Jess Forrence said you figure with the new machines and it's not just a VacCon, or a vector, or the camel or the Aquatec, they are five year machines and then they're looking at trading them in. You try trading them in to get a dollar back from them but in the 8 years that we've owned it, we've put four different blowers on it. Thank god they've been all under warranty because they're almost \$30,000 apiece.

Selectman Coutu asked have we increased the number of sewers in our municipality. Mr. Forrence said yes. Selectman Coutu said they're going out to do those additional sewer drains. Mr. Forrence indicated the sewer isn't the hard working part of this truck it's the cleaning of the catch basin. Selectman Coutu asked is that what it is the cleaning is tougher than it is. Jess said because we're cleaning the sand which is a terrible abrasive to wear everything out. If you're cleaning the sewer, the hose is part of the machine. You do a little bit on the suction part and it doesn't wear nearly as much as cleaning the catch basins.

Selectman Coutu asked why would your request be, and maybe the Town Administrator can reply, why would you request that we vote to raise and appropriate the sum of \$30,000 with \$15,000 from the general fund unassigned, \$15,000 from the sewer fund. Why can't we just ask the voters to provide it instead of taking it out of unassigned? Steve Malizia said we can. It's up to you. No reason why you couldn't.

Kathy Carpentier said last year the same warrant article was on the deliberative session floor and a taxpayer changed it to come from unassigned fund balance. I believe he was just following suit with that. That was on the floor. Selectman Coutu said they need to be made aware that we can't be draining - if we say yes to all of these, we're going to knock this thing down as you said to \$4 million something and that's going to be the lowest it's been. Mr. Malizia said at the deliberative session the voters chose to do that. Selectman Coutu said we've been fighting to build this up in the past 12 years and we got it there. Mr. Malizia said there's no reason it can't come from general taxation. Selectman Coutu said my preference would be to ask the voters. If they change it, I'll fight them on the floor at deliberative session if I have to to try make them aware that we can't keep training this every year.

Selectman Roy asked what is the balance of that fund right now. Kathy Carpentier said \$290,000. He's asking for an additional 30 and he has to get to 400 so he'd be back next year for some number - \$60,000, \$70,000, or \$80,000.

Selectman Martin said this truck is used for the sewer department right which is sucking out the sewers and then the catch basins. The drainage side is the town side. My question is why couldn't the sewer utility purchase this vehicle? Take the entire amount of the cost of the truck into the sewer budget. Mr. Malizia indicated it wasn't fair to the sewer users who are only using half the truck. Half the time it's drainage and half the time it's sewer. Drainage is all the town. Sewer is a certain subset of people who have sewer. Selectman Martin said I would much rather see it come from the sewer users this way here you have the truck for the whole town.

Selectman Coutu agreed and send him the sewer bill for \$15,000. Selectman Martin noted you haven't gone up



since you owned the sewer utility. I don't think it's going to drop anything significant in a rate increase if we had to.

Selectman Roy asked if we're going to purchase it, we could split the cost in half between those two accounts. Steve Malizia said that's what we're doing. When we're putting the money into the savings account, half is coming from one and half is coming from the other. What Selectman Martin is suggesting that if it all comes from the sewer and there's no 50/50 split. I'm assuming that's what you're suggesting.

Selectman Coutu said we had this battle 6 or 7 years ago when we bought the VacCon truck. The utility was not too thrilled with our suggesting that they should pay for the whole thing when we use it 50 percent of the time. It's only fair that we share the cost. Don't want to alienate our relationship with them. Selectman Martin said with who. Selectman Coutu said the Utility Committee. They have a budget too. They watch what we spend. It's their budget and not ours.

Selectman Martin said I'll keep my comments to myself. Selectman Coutu said that's what I thought.

Chairman Morin asked anything else.

Kathy Carpentier asked should I make a note to entertain removing the words "unassigned fund balance" or when you revisit it.

Selectman Coutu said I'm ready to do it now if I could get the votes.

Selectman Martin said you have my vote.

*Motion by Selectman Coutu, seconded by Selectman Martin, to change the language to vote to raise an appropriate the sum of \$30,000 with \$15,000 from the general fund and \$15,000 from the sewer fund which will be added to the VacCon Truck Replacement Capital Reserve Fund, carried 5-0.*

#### Warrant Article M - 2 truck driver laborers

Kathy Carpentier explained M is he's requesting two truck driver laborers. What you see in your book is just one person. He's actually asking for \$148,000 for the two full-time truck driver/laborers. Jess Forrence said that is just growing pains. That's something that we really need. We discussed it a little bit earlier. I would love to see a three number there but the two I think is more palatable for everything that is going to be in the warrant article. That is my request.

Selectman Coutu said the salary is \$39,000 for a truck driver. Ms. Carpentier said yes. Selectman Coutu said therein lies our problem. I did a survey. I called several companies that employ NH and Massachusetts. I say several, I spoke to approximately five people in the business of hiring truck drivers for municipal projects. They're jobbed out. They pay their truck drivers average starting salary is \$25 an hour. We're at \$18.87. I don't know if that contract has been negotiated or...Mr. Malizia said it has not yet. Another week. Selectman Coutu stated we need to take a serious look at it. You've had a difficult time. We can ask to hire two more truck drivers but if we're going to get the caliber like we got the last time and we took a shot in the dark and they guy didn't even show up for the job, probably got a job sweeping the streets for more money than we're paying a truck driver. Mr. Forrence noted making donuts. Selectman Coutu said I've advocated for a long time. I said to your predecessor and you hear me Steve, it's time that you start looking at increasing some manpower. You're stretching out too think especially during the winter months. Then there's enough projects between the spring and the summer. I know there guys are kept busy. I complimented your manpower for what they did in the streets this year. The paving projects seem to be larger than what it had been. You've stretched it out quite a bit and kept a few more streets done. I'm impressed.

Selectman Coutu asked how are asking us to do this. Is this going to be a request? Steve Malizia indicated it's a warrant article. Selectman Coutu stated I'm all for it. I think that I would support the warrant article. It's not in the form of a warrant article but you'll take care of that. I support it. I see the need. I know the need. I just hope that between now and then that someone whoever is negotiating the contract for the Highway Department sit down and take a very close look at the - we need to be in a more competitive world in Hudson. It's time that we address this issue. The School Department has been advocating doing the same thing for their school teachers and I understand that. I would support a good contract there as well. We are the training grounds for the rest of southern New Hampshire. We train them. They do in the Fire Department they have a two year contract. They do the two years and then they're gone bye bye. You've seen it. I've seen it. It's happened too long and now we've reached a point

where we've maxed ourselves out. We put an ad in the past few years for general laborer we'd have 15 - 20 applications. Now we're down to 2 or 3. What's your experience? Oh I drove a forklift once. Jess Forrence said I can honestly say that we did get a significant number more of applicants going through Indeed and some of the other stuff out there but same old answer. Selectman Coutu stated you're not getting the cream of the crop, you're getting what's left. Mr. Forrence agreed. The cream of the crop has gone bad. Selectman Coutu indicated we need to take a look at that number very seriously and make some adjustments so that we can hire quality people that are going to be willing to stay. I looked at the payroll structure and I was thinking of Selectman McGrath. I'm sitting there with my ruler going down. I wonder if Marilyn is doing what I'm doing right now. I had my ruler and I've been spending two days and my wife said how are you going to get through that whole book. I said honey I only have to do so many departments each night but I did tonight and Thursday nights. Jess it's imperative that we look at those numbers. That we make the proper adjustments and hopefully we'll draw a better quality of personnel. As I was saying, I was looking through the salary (inaudible) and I'm glad to see that some of them stayed and I see now with their step increases and what not the cost of living, their salaries are starting to go up and I'm saying there's more of an incentive for them to stay now. They've got 4 or 5 years vested. It's getting that newbie to come in that we know is going to be a quality employee. We're not going to put them on a truck. He's going to take out 30 mailboxes, yell at you for yelling at him because you're making him drive a little too fast. You're making him go 35 instead of 30 and he can't handle the truck at 35. That's problematic so we need to...I don't know whose negotiating.

Kathy Carpentier said Kara and the Board has given directive. Jess Forrence thought we'll do very good this year hopefully. I really do.

Selectman Coutu asked has everything quelled down. Mr. Forrence said there's a couple little bumps in the road. Selectman Coutu noted you can handle a bump. Don't just drive through it. Mr. Forrence said I tell the guys if there's something that is bugging him, they have to bring it forward. There's no sense living in the past. With the truck driver/laborers, the two I think would be a great improvement for the work that we do in town. If Kathy wants to go to the next one or I'll go to the next one...

Selectman McGrath asked looking at this sheet that's in the book that has all of the hours and the salaries and hourly rate, the health is listed at \$25,349. Is that correct? Kathy Carpentier said it is correct. What we always do is assume the worst case scenario. We assume that it's a family employee coming in so it's full benefits and that's 80 percent of the cost of health insurance through the town for a family. Selectman McGrath noted that's \$487 a week, right? Ms. Carpentier indicated for the town. It's not what the employee is paying. Selectman McGrath said that \$25,000 equates to \$487 a week. If you look at the salary, the salary is \$39,000 a year and you're paying \$25,000 for health insurance. Ms. Carpentier noted it depends. They could be single, two person, no family and it would be less than that but we always budget for the most expensive scenario.

5900 - Non-Departmental, page 13

Solid Waste (5970)

Jess Forrence explained the only thing I think we did there is a built in 2.5 percent per year anyways and then we just went up a little more than that to start covering more of the cost of trash, disposal costs, the landfill days. There is more people in town. There's more people showing up to get rid of. All the stuff where it comes from month after month, I just can't believe it. I've sat at the bridge hoping to see people coming from Nashua trying to cheat the system and I got very bored sitting there because I couldn't see anything. I did the same thing in Litchfield. I got very bored sitting there. These are residents and I just can't believe the size of the piles that are left there Saturday afternoon. I think it's going to be a great help every other Saturday come April 1<sup>st</sup>. I think if you look at the end of the month, we're still going to have the same amount of debris to get rid of and the cost is going up. The tonnage is going up.

Selectman Coutu said I wanted to ask a question relative to that because somebody asked me the question and I didn't have the answer and I hope you just answered it. You're not going to do it two Saturdays a month. It's going to be every other Saturday in the continuum every two Saturdays. Mr. Forrence said every two Saturdays and it depends how it falls of course. We're going to try working around a holiday here and there because that really screws up people. We have until April to get it worked out or a little bit earlier so we can notify the people. Selectman Coutu noted even if we can have a date schedule, put it out and put flyers out and what not. Mr.

Forrence indicated a sign at the landfill because that's a very popular place at the end of the month. The Chairman has been up there on a Saturday and sees what that place is like.

Selectman Coutu said let me ask you then this budget line which is up a little higher above - there's no salaries and wages but are you saying that with this increase you would have enough to cover opening the dump every other week. Jess Forrence indicated the only thing that we really have to cover every other week is the overtime. I believe that we're going to get the same amount of trash but it's only going to be if you will split between two Saturdays on that month. I don't think we'll get an increase of people there. If they do, we'll find out through landfill permits but I don't think it will increase the amount of tonnage we get.

Selectman Coutu asked do they charge us extra to go up and pick up that. Jess said no that's all part of the deal. The only thing it costs is how much everything weighs when they go to dump it. Selectman Coutu asked does that include appliances and things of that nature. Jess said appliances you can bring them to the landfill. You can bring in dishwashers, washing machines, dryers and stuff like that. We'll bring it up. The only appliances we don't take is air conditioners, TVs, anything with refrigerants. Steve Malizia asked doesn't that go in the metal pile. Mr. Forrence said it goes in the metal pile and we split the cost on that so it's kind of like a freebie. We spend more time picking up the stuff on the side of the road and people end up bringing it to us. I wish they'd realize that it doesn't cost anything to get rid of it and you can do it on any Saturday to get rid of any type of metal, ting cardboard, leaves, grass clippings on any Saturday. Selectman Coutu said if they have a coupon. Mr. Forrence said not for that. Cardboard, metal, brush, leaves you can just come in with it. The only thing you need a coupon for is when you back up to the dumpsters to throw it away. Selectman Coutu asked if I went up and threw five bags of leaves in the back of my car and I can bring them up there. Mr. Forrence said probably one of the guys there would help you do it. Selectman Coutu stated I just wanted to clarify for the average listener.

Selectman Roy asked is this the Pinard contract. Mr. Forrence said yes. Selectman Roy asked when does that end. When does this contract end? Jess Forrence said we'll start looking at it the end of next year. Steve Malizia believed next year is the last year in 2021.

Chairman Morin asked do you see that going up considerably. Jess Forrence indicated yes I really do. The thing that hampers us the most is computer monitors and things like that. It's going to be declared as a hazardous waste. Pinard won't touch it. They'll touch it if you want to pay enough for it but it might be easier for us to collect them and then bring them to Colt Recycling here in Hudson or the facility in Merrimack when we get enough of them instead of putting them altogether on that. We're going to look into different things, sit down with Tony from Pinard and start looking towards next year's budget and see where things are going.

Selectman Coutu asked has he mentioned single stream at all. Jess Forrence said no. Selectman Coutu asked can we look at other companies. Mr. Forrence said yup absolutely, most certainly. Selectman Coutu indicated there's a couple of municipalities that have gone out to bid and companies are doing better than Pinard. There's some out there doing better than Pinard. Mr. Forrence said I would be leary but absolutely can without a doubt. It doesn't hurt. Selectman Coutu said I would like us to invite bids. Mr. Forrence said I'll get the big three to come in and see what they can do for us. The biggest expense - the bit 3 - and they've told us when Kevin was doing it is the uptick in what things go in cost - all the dumpsters, all the recycling bins, the trash bins, and all the rest of that. The going cost is what really, really what nails them. The money they make on disposal and everything else like that now a days is not that much. Glass and everything used to be a big bringer. Cardboard used to be a big bringer. Now there's just nothing there.

Kathy Carpentier explained the next bit of business is his outside the budget request. I had put an all-inclusive list in front of you today. My questions for the Director: Are you withdrawing the increased salt at this point? Jess Forrence said the salt I would have it stay at the \$40,000. I think we'll be okay. I was looking at that and then I come up with the other items that are listed here that will probably be beneficial to us and get us to where

we need to be. Steve Malizia noted the two salaries that's already in the warrant articles. So that's the 77 and the 44 and then 29 are in the warrant articles.

Selectman Martin asked so those 3 lines - 5552, 5554, 5556 are all...Selectman Roy asked all part of that one warrant article. Ms. Carpentier indicated correct. His first outside the budget request would be the 5552-261 traffic light maintenance to increase traffic light maintenance.

Selectman Roy asked for clarification. So is the two people on that warrant article split between these. Steve Malizia said one is directly to streets and the other is split between sewer and drainage. The different cost estimate is paid for differently but those are the two people.

Jess Forrence indicated the extra \$5,000 I was looking for in traffic lights is just to have stock on the shelf with the new camera system that we've gotten into with the computer stuff that goes with it. It gets quite expensive and a lot of people don't stock these things. You'll order it and it will take 2 to 3 days to get here at best. So we'd like to put an extra camera on the shelves since pretty soon they're going to be all standardized. Put an extra camera on the shelf and probably a couple of controllers so when we do have a problem, it's to not let the traffic lights bleed out there, blink out there, or go on total recall and affect the traffic flow like it would.

Selectman Coutu asked how many off the top of your head, it's not going to be an accurate number, how many traffic lights are we responsible for in the Town of Hudson approximately. Jess Forrence said traffic lights 12 or 14. Selectman Coutu asked like Pelham, Lowell and those are the ones that we own. Mr. Forrence said yes. That corridor coming through Elvis has it pretty well set up with the detectible cameras that seem to be working pretty good.

Selectman Coutu noted you have \$12,000 in that line item right now. One year we spent \$14,000 and in two years one year was \$5,000 and the more current FY19 they spent \$7,500. In the \$12,000 there's not sufficient monies to buy the extra equipment that you're saying that you're going to need for the traffic lights. Mr. Forrence explained if you just look at the traffic lights, the controllers, the boxes, and everything that he has installed to I'd say put two complete sets together. It's going to blow that other budget and then we don't have any money. Elvis game me a number right around \$20,000 to get a complete set. If it was hit by lighting, totally understand insurance would pay for it but we still have to put something into place until that happens.

*Motion by Selectman Coutu, seconded by Selectman Roy, to add \$5,000 to 4312-5552-261 traffic light maintenance, increasing the line from \$12,000 to \$17,000 for FY21, carried 5-0.*

Kathy Carpentier went over 5552-262 Streets, line stripping and marking, an increase of \$5,000.

Jess Forrence stated we looked at streets when we go to stripe them and uniform traffic handbook that we use determines what you need to put on that street whether it's just a yellow line, a yellow line, two white lines, or there's no lines. A lot of that has got to do with traffic flow - how many cars use this thing. We've gotten some calls from different streets that we haven't painted in a number of years. They're concerned is safety and everything else. I tried explaining to them that we go by the traffic book and if we can save some money then we will save some money. It's not like we have money left over at the end. We're pretty close to being right on and that's not doing those streets - Lawrence Road, Webster Street. Webster Street has been a pretty good complainer with the people that live down there. Melendy Road there was some complaints on it. Putting all those streets together, the lengths of them and what it costs to get them done, and extra \$5,000 in that line item would get them done every year. We have new streets being put on, stop bars because all the stop bars come out of that line also, turning arrows, all the painting. This weekend we're going to do Town Hall - all that comes out of the stripping account. To get those streets caught up and prepare for the next street, I think adding \$5,000 will get us where we need to be.

Selectman Coutu said you've had years that you've spent 311, 329, then it dropped down to 269, then you asked for 30 last year in this year's budget, 30 next year. Webster Street has been - I don't know who I spoke to, it might have been the Chief of Police or what not, but Webster Street has become a race track is what it's become. The lines are not visible any more. I was out there looking at them the other day. There weren't any. They're non-existent. Jess Forrence said it's a proven fact that street lines do not slow people down from driving fast. It helps them out a lot at night driving. I totally understand that but it does not control speed by any means.

Selectman Coutu stated I heard what you said relative to getting more painted. Your request is for \$30,000 and you're asking for an additional \$5,000. How much more paint does \$5,000 buy you? Jess said you figure just Webster Street in itself just to get that striped from Elm Street to the bridges is about \$1,000. Selectman Coutu said that gives you extra to do some of the others that haven't been done as well.

*Motion by Selectman Coutu, seconded by Selectman Roy, to add \$5,000 to line item 5552-262 street lines stripping and marking, increasing the request from \$30,000 to \$35,000.*

Chairman Morin asked Webster Street isn't considered a street that needs to be striped. Mr. Forrence said no. With the width of it, they determine widths on a lot of streets and the number of cars that travel on it. Chairman Morin said the amount of traffic on that road and it's not required huh. Wow. Mr. Forrence said no. Selectman Coutu stated are you serious. It's almost as much as Lowell Road. It's getting bad on Webster Street. Mr. Forrence said let's take care of it. Mr. Malizia said not the 3A piece. Chairman Morin said our part yes. Mr. Malizia said the other piece the State has already paved that.

Selectman Roy said we can opt to do that, right? Chairman Morin said that's what he's doing but I was just wondering if it met the requirements. Mr. Forrence said with the extra \$5,000 I'm telling you right now that the street that I did mention will be done next year.

*Vote: Motion carried 5-0.*

Kathy Carpentier said the next line item is to purchase two six-wheel plow trucks to be split between streets, drains, parks, and sewer. I have an estimated lease payment of \$64,000 a year amongst those four departments.

Jess Forrence indicated this is to catch up on laying miles of plowing. The streets are getting longer and we keep adding streets. It puts a longer time frame of trucks being out there right now. If it starts snowing at noon time for a time, it's usually 3:30 before you see them back at the beginning again. You have a heavy snow storm, we have people calling in all the time. I haven't seen a plow truck in two hours. Yeah well it will be another hour and a half before you get them back them. With the town growing and the number of streets that we're adding, it's just the two more people coming in I think it's a good fit to at least ask for these people. We have no extra bodies. If somebody comes down with the flu or if it gets passed through the highway guys, we end up having plow trucks sit there that doesn't mean too much for the two vehicles but that can happen. If you have a truck that goes down, then it puts more burden on everybody else. That's why I'm asking for the addition of two six-wheelers. They're not the ten-wheelers. That will cost you \$750,000 each fully dressed but these trucks I think would work better. We could move vehicles around. Get these trucks behind Dairy Queen, put them behind Riverside, Maple Street, all the smaller areas that we spend a lot of time with one tons making trips back and forth to the highway garage for material. I think these would work much better for us and it would work better for the parks guys. We're not allowed to I say grow grass in the woods if you may. Everything has to be hauled out by us because it is chemically treated with fertilizer and everything so we have to bring it to the landfill. It would help them immensely with capacity of hauling stuff whether it's hauling out, stuff coming out, bark mulch, loam, and all the rest of it. I know it's a big number but we have a lot to take care of. You figure each plow truck right now has 40 miles of road to clear. I just spent the last week and a half driving to Boston every day and its 45

miles to Boston. You figure 20 lane miles so we have to start shortening the routes down a little bit to keep everything where we think it should be safety wise because it's all overtime. The quicker you get the snow out of the way - just because it stops snowing, usually it's 3 ½ to 4 hours before you're done again and the first guy out jumps on another route and tries helping him that way.

Chairman Morin said the incentive to hire two new guys is they're getting new trucks too. Jess Forrence indicated I'll tell you right now the new guys won't get the new trucks. Selectman Coutu said I hope not. Mr. Forrence thought it is something that I think would work better. We're not throwing a big number at it.

Selectman Roy asked will this reduce the number of hours that a given driver is on the road. You and I had a discussion that I still find disturbing on things that they spend that many hours on the road at once. Jess said the end result of the storm would be shortened during the storm will not. Is there a time that the guys do stop? Yes there is. We make the call on what that time is. Usually it's when traffic is the lightest 1 - 2 o'clock in the morning and people can take a break. There's no pulling over and putting your feet up and all the rest of that stuff. We just don't have the guys for it. We don't have a second shift.

Selectman Roy asked that wouldn't alleviate any...Mr. Forrence said no. We're just trying to shorten the routes down for the end of the storm. Like I said, it stops snowing and you have probably 3 ½ hours of plowing still to do. If we can get the routes done a little bit quicker with shorter routes, then it could probably help at the end and not during the storm.

Selectman Coutu that peaked my interest and it will be a discussion for another day. Jess these are six-wheeler as opposed to the eight-wheelers which have a greater load capacity and greater plowing power. They obviously come with the plows attached. Do they have the sand spreader? Mr. Forrence said yes. Selectman Coutu said they're not going to be able to handle any liquid. Mr. Forrence said there will be saddle tanks on them. Anything we replace now is going to be equipped with...Selectman Coutu said if you were going to use them which makes sense to use them on the shorter roads with less traffic, it makes a lot more sense in throwing them out on Lowell Road, Bush Hill, and up and down the hills. If this becomes possible, you're going to create routes specifically for these trucks. Mr. Forrence said correct. They're going to take over probably a couple of the one ton routes that we're using right now. We can put the one tons on either cul-de-sacs, dead ends, some of the buildings that we take care of. Yeah they will help shorten the routes down.

Selectman Coutu said I don't have an objection to this because one of the questions I was going to ask and I failed to ask initially when we talked about putting it on the ballot to hire two employees is whether or not we'd have equipment for them or are they just going to be fill ins. Most of the time everybody shows up. I don't object to doing this but via warrant article.

Steve Malizia said okay. It's up to the Board.

Selectman Coutu said my motion would be to create a warrant article. Do we usually request a split like this? Mr. Malizia said if you saw on the Vactor Capital Reserve we did a split. In this case, it would be split between the general fund and some percentage to sewer because drains, parks, and general fund. Selectman Coutu asked you can do the paperwork internally later or whatever. If we put it in two departments...Kathy Carpentier said no in a warrant article you would just say take it from the general fund and that would be up to me to cost it to the three departments. Selectman Coutu said there's four of them in this case - 52, 54, 56, and 62. You would cost that out. Ms. Carpentier said you'd have to say...Selectman Coutu said it would be \$320,000. Ms. Carpentier indicated right but 25 percent of that is going to the sewer fund so you would see two different numbers. You're raise and appropriate \$320,000 with most of it coming from general fund and a piece of it coming from sewer fund. I don't believe you need a motion. He's asking outside his budget. We will create a warrant article and when you revisit all your warrant articles, it will be in front of you. Selectman Coutu indicated unless another

member of the Board of Selectmen wants to throw it in his budget. That's up to them. I'm just suggesting that a warrant article...

Steve Malizia said what you're looking at is a lease purchase of \$64,000 a year for two vehicles just to put it in context. Selectman Coutu said we're only going to ask for the lease amount.

Selectman Roy thought a warrant article is actually more appropriate to ask.

Chairman Morin asked if everybody agreed with that. Okay moving on.

Selectman Martin said I don't. Chairman Morin asked how do you want to do it. Selectman Martin said here we are we have a department that maintains our roads. The Director is asking for two plow trucks. I feel we should take this amount and put it in the budget. We did it with a fire truck. We should be doing it here. We don't know if a warrant article - I don't have a crystal ball. I don't know what the voters are going to say. I feel strongly that he's been doing it much longer than all of us have and I support what he needs. It's not a want. It's a need to reduce. I live on a dead end street and all I see is the one ton plow truck and this would probably make a big difference. He can make one one and a half passes versus three different passes. I would see it go in the budget. I wouldn't support a warrant article.

Selectman McGrath stated the one thing that people are happy about is the snow plowing that the Public Works Department does every year. Those are the compliments that come in and the way they take care of our roads. Go over to some of the other communities, across the bridge, and you might as take a sled with you or something to manage with ice because they don't keep their roads like our Public Works does for us. I guess I would go along with what Selectman Martin is proposing. It's a lot of money but, again, it goes with that life safety issue again. It's being predicted whether or not they're accurate or not but it's being predicted that this is going to be a really difficult winter.

Selectman Coutu said I heard them loud and clear Mr. Chairman and I thank Mr. Martin for his never holding back. He's always saying what's on his mind and got me to thinking. In my thought process, I'm looking at \$160,000 for two six-wheel trucks and I'm saying that's an awful lot to put in the budget. As he's speaking, I'm looking down the second line. It's \$16,000 for each of the departments when we cost it out. Kathy Carpentier said it will be \$48,000 for the general fund and \$16,000 for the sewer fund for the first year's lease. Selectman Coutu said it would go into this budget. Ms. Carpentier indicated \$48,000 would go into his budget and \$16,000 would go into the Sewer Department budget which he has a portion of.

As so eloquently put by Selectman McGrath, Selectman Coutu said two of the compliments that we hear more often than not about the Highway Department are 1) the way we maintain our streets. When she says look across the bridge, look at every abutting community. I know when I'm in Pelham. I know when I'm in Tyngsboro. I know when I'm in Dracut. I know when I'm in Litchfield. I know when I'm not in Hudson. Our roads are bare and they still haven't even put trucks out yet for the most part except Litchfield you'll see the highway done when they get around to doing it the State and they get it done. The other thing that we have a lot of compliments on is how we maintain our parks, our entrance way - signage welcoming people into the Town of Hudson, the beautiful décor around them. We don't have them just on the south end. I'm starting to notice that you put signs in other parts of the town which are beautiful. All the parks and then in the center here people forget that it's your department that sets up everything for Christmas and you guys do an awesome job. Mr. Forrence indicated we're starting to work on that right now. Selectman Coutu said before you paint too many soldiers and they get stiff, I'm going to make a motion.

Motion by Selectman Coutu, seconded by Selectman McGrath, to add \$16,000 each to large equipment line item split between 5552, 5554, 5556, and 5562 - \$16,000 each for the lease purchase of two six-wheel plow trucks.

Selectman Coutu asked to make one more comment. The voters may or may not approve hiring two new plow drivers. That's of concern to me. We will fight to do that to get people to understand why we put that in a warrant article. These trucks nonetheless will come in handy. We have a breakdown. We don't have to wait for the plow to be fixed. We can job one of these out to do. Mr. Forrence said we can move stuff around. I want to perfectly clear. We are lacking on experienced plow truck drivers. So the storms now the first couple 3 or 4 I hope until we get caught up to what Hudson is used to being. I have to make the final call early in the morning whether there's school or not. Now I don't do it just because school needs to be there. I do it for public safety. I do it whether school buses need to run or they think they need to run. People get mad at me because the streets aren't cleaned. I think this say it again shortening the routes up will help that also. It is a good thing.

Selectman Coutu said you're depending on the weather service Jess and often times they're not always 100 percent accurate. What was going to start off as a small storm starts 2 hours earlier in a blizzard. Anything can happen and they're predicting this will be a tough year. I'd rather be ahead of the curve. Thank you.

Vote, Motion carried 5-0.

Kathy Carpentier stated his last outside the budget request is 5515-224 which is the Building Maintenance Department.

Jess Forrence explained this is the landfill building. What we'd like to do is in talking with the Town Engineer get a design done up there to start meeting what DES is looking for for a transfer station. The way we have things set up there right now with everybody dumping on the ground and everything so we're going to try following the books. I talked to a couple of communities around us how they have their landfill set up, their dumps set up friendly, putting up retaining walls. We have the block walls there now but they're not the way it should be. For us to move things and then design something for the future to put a roof over our stuff which is the way it's going. Even the metal pile is going to have to be covered. I'd like to get the extra money in there to have it engineered and then somewhat looked at for the future to get a roof put over a lot of the dumpsters and then do some work in the building itself to make it secure for some of the products that we might be bringing in in an hazardous form and locked up tight so DES doesn't have a problem with that either.

Selectman Coutu said if you're looking for \$50,000 to engineer the building, then it's going to cost \$300,000 to \$500,000. Mr. Forrence said no. Sitting down with Elvis and for what we're looking for and to meet other things, he's only thinking around \$25,000 for engineering. Not to get the work done but the other money is to get a fence put up out there, get siding on the fence so it's a secured area, put a roof over it. We just don't have the room. This is not only for design and future look but getting some stuff taken care of. The paving part of it...Selectman Coutu said we have room to do this building that you're talking about - concrete container. Mr. Forrence said no it's just the roof. All it is is a roof. You're still going to back up to the same dumpsters. They're going to be changed a little bit to make them user friendly but we have to put a roof over the top of it. Selectman Coutu stated we have to pay an engineer \$50,000 to design a roof. Mr. Forrence said no not just design the roof. The design I think is going to be like I said around \$25,000. I'm not really sure depending on what the walls have to be, the width has to be, and then design for next year when I come back to you or the year after. We have the footings in place, we have the wall in place and we know what we have to do. We're looking to put a roof over it. We have a design on it and this is what it will cost to do it.

Selectman Coutu asked other towns have these things with roofs. Mr. Forrence said yes with roofs. Selectman Coutu said we built a fire station in the south end of town. Do you know what we paid an engineer for plans? Zero. We took somebody else's plans. We used the exact same plans they used in Londonderry. Doesn't somebody have a plan to build one of these things? Jess Forrence said I never went that through. Selectman Coutu said to ask them please. I can't support \$50,000 for engineering. I know you said 25. Jess indicated the



things we can do ourselves, I want to do - the paving part of it, the grading part of it even if it comes down to retaining walls us dig it if we have the time to do it. I have to have something in front of me to go by that is stamped saying its safe. That's the biggest thing. I will ask whether I come next year to see you. Whatever. I need that first step forward. Selectman Coutu noted we did the same thing with the Londonderry plans. We had them restamped to verify that the structure would be good. You could do the same thing. I would see if you can borrow somebody's architectural plan for whatever it is - dumpster thing that you put a roof on. Mr. Forrence said with the amount of people I talked to about this, I'm sure I can get something out of them.

Chairman Morin asked when you say "transfer station" are you looking to make this a real transfer station or just what we got now and upgrading it. Jess Forrence said just to update it. The only thing that's transferred out of this station is what Pinard picks up and takes away. Under the State regulations, it had to be changed from a dump to a transfer station. That's the new regulations. Basically doing the same thing. We're not changing anything. Chairman Morin said it's cheaper just to put a new sign up that says "transfer station". Jess said the sign is already going up but what we have to do to continue meeting what DES is requiring.

Selectman Coutu asked this isn't another unfunded mandate from the State is it. They don't do that to the towns anymore. Jess Forrence noted I will look into that. That is not a...Selectman Coutu said I'll call Sununu and see if I can get you the 25.

Selectman McGrath asked is the roof required so that there isn't any kind of leaching from whatever materials. Jess said yes that's exactly what it is. Part of the concrete walls would also be a concrete floor, an asphalt floors eventually go bad. The oils will seep through so it's mandated that all the dumpsters to sit on concrete even the metal piles. People throwing all lawn mowers, weed whackers, and the rest of them are in there. We try catching them to make sure there's no oil in them but that doesn't always work. During a rain storm, you can see what happens so that's what the roof is we're looking for off the back of that.

Selectman McGrath asked can you try to get the information within the next week or so and perhaps you could come back if you had that information. Mr. Forrence said I will do my best on getting that information back to you. Yes I will. Selectman McGrath said as opposed to the next budget season. If he can get that information, then we may be able to take care of it now.

Selectman Coutu asked KC what is his real time frame. Ms. Carpentier indicated you are meeting this week, next week and til November 29<sup>th</sup> if needed. He's got two weeks. He could also bring it to you outside your budget cycle and then you could give it the Budget Committee. So he's got a few months - 2 months. Jess Forrence said the people I've talked to I'm sure I can do it within the two week time frame. Selectman Coutu asked see if you can get an engineering plan that we can have stamped and we pay for the stamp obviously. It's a lot cheaper than paying \$25,000 for somebody to draw it on a napkin like the old days. Mr. Forrence said we're trying to base this on other ones that we've seen. It should be relatively close.

Kathy Carpentier said I wrote "revisit".

Chairman Morin thanked Jess Forrence. We very much appreciate it. Do we want to take a 10 minute break before we move on? We'll adjourn for 10 minutes.

Chairman Morin noted we are back from our recess. We're going to change the order of business a little bit and we're now going to recognize IT Director Lisa Nute and John Beike.

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Thank you Mr. Chairman. Lisa Nute thanked the Board for the opportunity to come and present my proposed

Fiscal year 2021 budget. To my right is John Beike one of two IT Specialists on my team. In addition we have one IT Technician and if I could thank this Board again for helping me bring him from part-time to full-time. We have drastically reduced our help desk support times and I think all department heads would concur he's working out very well for us.

For the sake of our viewers, Ms. Nute asked to just quickly run through our responsibilities as an IT Department. All departments rely on technology in their daily work. We support and implement the systems that they use and that support the entire revenue stream. We maintain technology in 12 town owned buildings. We have approximately 620 devices including phones. We support approximately 200 employees and a number of boards and committees, volunteers and elected officials. We host two data centers - one at Town Hall, one at the Police Department. They're connected by a 10 gig network across town owned fiber optic. Our physical servers and storage devices are redundant for disaster recovery. We are currently finishing our last portion of fiber optic which will create that loop between the two data centers and improve our disaster recovery as well as pave the way for the phase II radio upgrades that the Chief and Department of Public Works Director just spoke about. I'd like to thank you for the 2.5 percent increase. Every year it has been tough to shuffle funding and try to stay level. This year we have three major projects which are reflected in this budget and we'll get into. After we do the 5330, I'll go into each individual other department and that one cost center we've been skipping over. I have no requests outside of the budget. I'd like to begin on 5330.

Unless there are immediate questions, Lisa Nute said I would like to just point out where the differences are and talk about those three projects in 5330-215. The increase there is due to a new subscription which we are looking to do. This is at the request of a number of citizens who have contacted me either through the website or through e-mail. Looking for something that other towns offer as well and I know that our Fire Chief had requested this some years ago through EMS - emergency management. I think it is time to do this. It's an opportunity for citizens to sign up for either e-mail or text and be notified of let's say we're evacuating a neighborhood, or a street is being rerouted or closed, when you held town elections or postponed them. That could have been a notification that went out. Not everybody is on Facebook or Twitter so this is just another opportunity to provide text or e-mail because most everybody does have a cell phone. That is the increase in 215.

The other one Lisa Nute wanted to point out is 215 is actually down slightly but if you go to 269 software maintenance. Besides just regular maintenance costing more money from year to year, the main reason is because of the new cost to host our website outside of our servers. As you know, we had updated that website and we are now hosting offsite. If you look at 411, we are actually down there but I'd like to point a couple of the big projects that we have coming up. One is to upgrade our e-mail system and I'm looking to not only upgrade the software itself but to create some redundancy for us. Right now we just have it on just one side of the data center. If that were to go down, it stays down until we can go ahead and get that back up. If we have a second system which wouldn't be that difficult to do but it is a little added money, we could then have a second instance at our second data center and bring that much more quickly. Also in that cost center is currently our last year of a five-year lease for both police and fire recording system the Exacom. We need to refresh that and that is at a cost of just under \$25,000. What I've tried to do in our other department budget is to try to keep them as level funded as possible so even though this is police and fire, I take on the larger projects and I just keep the maintenance and contract things in the department itself. When we get to police and fire, you'll see that I still have the \$4,000 lease for this year in next year that will actually go towards because actually the cost is a little more than \$25,000 but I offset it with those costs so that next year we can continue to just keep that consistent.

Lastly in 412, Ms. Nute said it's our biggest project which I know our Finance Director is looking really forward to helping me on is the replacement of Munismart. This is quite a large project that I will need to form some teams. It is currently the software that runs not only all of our financial and budgeting programs but our code enforcement, our permitting, our taxes, and sewer including liens and things like that. Right now they're all interfaced and working well together with our cash receipting and payment systems. It's a big one and it's running just about everything

we're bringing in for revenue almost. So we want to make sure we get that right and I project that to be somewhere in the vicinity of \$95,000 to \$120,000. A little bit of that would end up coming out of capital reserve so that could keep that right at the 2.5 percent that you've allowed us.

Selectman Coutu said my first question you answered but I'm not happy with the answer. That's relative to line item 215. The code red annual subscription, ANNUAL subscription is \$8,500. We're going to have to pay this every year? It would become a regular part of your budget? Lisa Nute apologized that I don't have that answer off the very top of my head but if you'd give me a second I do have that quote here. I just want to make sure that is in fact true or is there a one-time cost. No that is the annual cost you are correct. Selectman Coutu reiterated \$8,500 every single year to possibly get a phone call. Ms. Nute indicated it's a service to the citizens that - I won't say there have been people every day notifying me but we have had a number of people asking hey how come our community doesn't do that? Hey can we do that and they thought it was worth asking for.

Selectman Roy asked what is the startup cost for that. Lisa Nute said it is in fact just the \$8,500. There is no one-time. It's a subscription. It's like a web based...Selectman Roy said there's no software involved, there's none of that it's strictly \$8,500 out of the gate. For the subscription, Ms. Nute said that is correct.

Selectman Martin asked is this like something what the Police Department would do if there was a barricaded subject on the street they would notify people. Ms. Nute said absolutely. Selectman Martin asked doesn't the Police Department already have that capability to do that. Ms. Nute said no. They do use Facebook but again not everyone is in Facebook and this does integrate with Facebook. You could sign up for this. I'm not on Twitter at all. It would be something in addition to their regular posts but because it's integrated, someone from that department or the Fire Department if it was them would send that one post let's say to Facebook and it automatically goes to our code red as well. There's no additional work on the part of our employees but it does provide another service for those who don't use Facebook or Twitter. It's just another avenue.

Chairman Morin said basically we have a reverse 911 if we have a major incident. This is just going to add traffic problems, there's a fire or something to that affect. We have reverse 911 already. If there's a major incident - a barricaded subject, we're going to get that call if the police choose to do that. This is just above and beyond that, right? Ms. Nute agreed.

Selectman Roy asked and it does administrative announcements too for instance the voting was delayed or whatever. Lisa Nute said exactly. You could have done the election notification that we are moving the poll date. Selectman Roy asked are they the only ones that you can get a subscription through. Is there any companies that provide some kind of service? Ms. Nute said yes. There are other options out there. It was at the request of the Fire Chief that I do stick with the code red. This is the one he had looked at and I wasn't really clear on why but there are others out there and I did compare costs. They are very pretty much similar.

Chairman Morin said I'm wondering if code red is a State - you know what I'm saying. A state-wide system like he was talking about earlier with the AT&T where that system is going to work. Selectman Roy asked does it integrate into other systems.

Selectman Coutu said \$8,500 a year and it's how many people are going to call and subscribe to it. Is it 30 people that apply? It's very expensive for 30 people. Chairman Morin said knowing other communities that use it, they're pretty active. There's a lot of turn out but I mean...Selectman Roy asked do we have any data on what they use in other communities percentage wise. Lisa Nute said I don't. I could certainly ask Nashua and others that do it.

*Motion by Selectman Coutu to remove \$8,500 request from the IT budget.*

Chairman Morin didn't see a second.

Selectman Coutu said I see more like this, I'm just even going to support the budget. I'm not going to play games here. The \$112,000 Munismart. How long is this one going to last before we have to replace that? I know you don't have the answer. IT is getting to be very, very expensive for municipalities. Lisa Nute indicated this system will have been in place about 15 years I think. Again it's working for us but there is no more research and development on it. There hasn't been. They don't sell this anymore and kind of like the writing on the wall. Selectman Coutu said to Mrs. Nute I would doubt that Hudson would be the very first replacement software that they install. They must have installed this in other areas by now. Have you heard any feedback at all? Are there any startup problems with this new software that they have? Are municipalities having difficulties with it? I'm hearing some are and some aren't. Lisa Nute indicated we won't know exactly what we're going to until we gather teams, we review each of these and determine with a number of our employees being involved which is the best program to go to. The budgetary number I'm putting in here is based on some of what other communities have done as an average cost. What other communities have done who have gotten rid of their Munismart for the same exact reasons we need to get off of it. Selectman Coutu asked have we found a system that - Munismart is universal in that a lot of municipalities were going to Munismart. That was all there was out there at one time. Are there a lot of companies offering that same type of service? Is everybody going to be on a different type of program? Ms. Nute indicated there are communities who do several different things. In a lot of the instances unlike Munismart, we have everything integrated which has been very nice. A lot of the communities ended up having getting rid of Munismart and they ended up a separate program for Town Clerk. A separate program for their permitting and a separate program for financing. I'm hoping we don't have to do that because then it becomes even more costly. Now you have three maintenance packages. Things don't necessarily work together. I'm hoping that we can find one that incorporates as much as possible but we may in fact have to branch off for a piece of it or something. Until we go out to bid, I am not going to actually know and until we vet each one that looks...Selectman Coutu said the 112 is not set in stone. It could be more or it could be less.

Lisa Nute said what I'd like to do actually I didn't think to include this in your books. This I've given to you before in the past and it's my projection on where we spent capital reserve funds in that piggy bank basically. If you look on the bottom left side capital reserve funds available as of FY21 is \$72,470. The very first proposed project is a Munismart replacement software and I'm projecting it between \$95,000 and \$120,000 based on what I've seen in other communities. Of that, I put the \$112,000 in the budget. If it's the maximum, it will be \$8,000 capital reserve. If for some reason it was even more than that because we ended up having to have custom work or something like that, I would be coming before this Board to first of all get your approval for that purchase and ask that we take the excess out of capital reserve. It would just mean more coming out of that. If it's less, I gave you the worst case scenario for staying within the 2.5 percent.

Selectman Coutu asked on the available CRF (capital reserve funds), \$72,470 is that inclusive of what's going to go in this year? Lisa Nute said there is no longer money being put into it. Selectman Coutu said there's none. Ms. Nute agreed and we are taking out a chunk for that fiber optic that we're doing. Selectman Coutu was going to say is the final section of that loop is coming out is that what's going to remain is 72? Ms. Nute said correct. I've already accounted for the fiber optic. Selectman Coutu said so we have a \$72,000 balance and you anticipate withdrawing \$15,000. Ms. Nute said right in the next couple of budgets. Selectman Coutu stated you're going to let that sit there obviously because some of them are for FY22. Lisa Nute agreed. Next year I'm going to be coming before you and talking about the assessing software that will need to be replaced. What I've tried to do Selectman Coutu and Mr. Chairman and members of the Board is try to keep our costs consistent at least. When we have a big project like this, the money gets rolled over into the next project. As much as you wish it could just be the end of it, it doesn't end. Selectman Coutu noted it is getting very expensive. Ms. Nute said we are always having to update. We're always to keep up because if you get behind, it's even more costly. Things go unsupported. You end up in a bigger mess and you end up unsecure. You have to keep firmware updated. You have to keep everything updated on a constant, constant basis.

Selectman Coutu said I never thought that I would ask you this question but the elephant is in the room. Wouldn't it be cheaper for us to job this all out? Lisa Nute said you still have those costs. Are you talking about our skills here? Selectman Coutu said yes. Ms. Nute said no because you still have that assessing software. You still have the software regardless if somebody is taking on our help desk support or not. You still have those costs. You still now have to have outsources support, maintaining all of these system, upgrading all of that firmware, doing everything that we're doing plus as you noted earlier and previous speakers here, there is no end. When you outsource, when you have maintenance, when you have contractual things like that, there's nothing but going up with those. Telecommunications you had mentioned earlier. It does nothing but go up. Those are the cell phone bill, etc. that you saw in fire and you asked where is the savings. I would like to point out that the savings in this department is the line items you don't see. When we went before this Board many, many years ago to talk about town owned fiber optic, those line items we saved over \$150,000 so far in just the town owned fiber optic that goes from one data center to the other from Town Hall to the Police Department. We used to have to lease those lines and we would be up to \$150,000 extra spent and that's not counting all the other buildings we have connected. So when the senior center went in, we didn't have a line item that said telecommunications circuits to get them up on the network. We went directly to town owned fiber optic. Yes you paid a chunk to get that in there but that was a one-time cost and you own it now. Those are the savings that we see in our department. I understand the frustration because things do go up and it's always that 269 software maintenance. Nothing but going up. If you were to outsource, you still have costs. It's a shift. That's all it is is a shift.

Selectman Coutu said I qualified it by saying the elephant is in the room that I wanted to bring it up because it's always in the back of my mind because fortunately or unfortunately I have a son-in-law that's in this business and he's always saying Dad it's going to be cheaper in the long run if you outsource it. You're going to watch those costs escalate as it progresses because you're not going to absorb. You're not going to have to absorb the full costs of transitioning one program to another. The company does that and they're integrated and they can do a lot more than your in house people. Then I've spoken to a couple of other people in the business and they kind of support the argument of outsourcing. I wanted to put it on the table. It's not a direction I want to go in. I think that we're well served. I don't dispute that that we're well served. We supported your request for an additional staff person which I think has been a tremendous asset to you. It's just that these costs just keep going up, and up, and up. It seems like there's no end. We're on the hook now and they're just going to keep reeling us in. When I mean us, I mean us nationwide the taxpayers are being reeled in by these multi-billion dollar corporations and they're just going to keep making their billions at the taxpayer expense because we're their biggest target. We're their biggest customer. That's federal government, State government, local government. We're their biggest customer. I just wish there was another way. That \$112,000 was striking to me and very negative but it is what it is. I'm beginning to understand that.

Selectman Coutu asked Mr. Beike how are things at the Police Department. John Beike said excellent. Selectman Coutu said I just wanted you to get a word in here and then. You're just sitting there and I wanted you to get a word in. I hear you're doing an outstanding job there Mr. Beike.

Selectman Martin asked the software that Assessing is on while you're in the process of looking at replacing Munismart can Assessing be put on that new software. Is there a reason why Assessing has a separate software? Lisa Nute said there actually is a program I was looking at getting a budgetary figure. They did offer an assessing piece of it. I got immediate resistance from the Assessor because nobody else in New Hampshire is using them. Perhaps you could ask him that when he's in front of you but that apparently is a major problem with him that he was not willing to support something like that but there are possible solutions there. Selectman Martin said if I look at it this way if it comes as a cost savings while you're doing one portion of it and you can integrate it in the new software, we should go for it and save the money. They can learn how to operate the software just like I can. Not towards you but I'll just put it out there.

Selectman Roy indicated I have a couple of questions. \$112,000 does that include upgrades and system

maintenance or would we be looking at another contract much like we did for the Fire Department to make sure that that system stays upgraded? Lisa Nute said there would be maintenance. We currently have in the 5330-269 our current Munismart maintenance and again that is everything - permitting, taxes, budgets, and we pay \$42,000 for Hunter to maintain that. Selectman Roy asked do you have any idea what the additional cost to the \$112,000 would be. Ms. Nute said I don't but it's probably going to be something comparable I would imagine. I honestly can't answer that right now until we go out to bid.

Selectman Roy asked can you explain what you mean by an e-mail system upgrade. I guess specifically is that to make it easier for remote access? Will there be an option to have an app on your telephone so you can check your e-mail on your phone? Is that all part of upgrading the e-mail system? Lisa Nute said whether we host it out at this time or keep it in house, this would be an upgrade to the software itself and therefore usually there are additional features. Just like the last time we upgraded them, we had some additional features of out of office and different things like that. Besides just the software upgrade, this is also that redundancy piece so that we have a second instance of our e-mail so we can recover more quickly in a disaster.

Selectman McGrath commented it's frustrating for the increased costs and I think everybody shares in that. We're all taxpayers. We all see what these numbers are but the truth of it is is that computer programs evolve. They're working on trying to make them better, faster, easier to use and that takes time for the developers of those programs to invest in it so they're trying to recoup some of what that is. As frustrating as it is and as maddening as it may be, I think my estimation is that's the reason for all of these actually when you see big jumps in costs. It's because they're upgrading to something that's easier to use, better to use, maybe faster. I never liked having to learn new programs. There was one program that I had to learn I was thinking about this today and Steve never had to endure that torment but it was a budgeting program and I'm tell you it was just a bear. I'm glad I don't have to use it any longer. Companies do it. BAE consistently and Lisa you know this is as well as I do consistently changing programs and trying to find something that works a little bit better, a little bit faster, less manpower required. I think in my opinion that's the explanation for some of these increased costs.

Chairman Morin asked the assessing piece of it would that be a substantial cost addition to this. Ms. Nute said again until we actually have it vetted by our employees and say yes this will work for us, all I'm answering Selectman Martin is that there was a package out there that had it included. I don't know how effective it would be for the Chief Assessor. I don't know what the differences would be. He would need to look at that and tell me is this something that our town could use. It is nice to have things integrated as you've pointed out but I don't know that cost piece until we go out to bid.

Chairman Morin agreed with Selectman Martin and I'm going to ask the Board here shortly if they want to put that in. You said you were going to form groups to look at this software. I would hope that you would do the same for the Assessors because my personal opinion if I was the Assessor and I didn't want it, yeah it's to going to work. That would be the same thing for the assessing, you will do a group not just a...Ms. Nute said understood. Chairman Morin asked does this Board want to look into the assessing software all at the same time and see if we can get it cheaper.

Selectman McGrath said yes.

Lisa Nute asked to make one comment on that. We are a whole budget cycle away from being able to do the assessing because it has to go in conjunction with your revaluation. That's Fiscal Year 2022. We could put a software package in place that had that capability so then you just pull that in if it came down to that being...Chairman Morin said here's what bothers me about what you just said. We don't do it now things change so much is it going to work with this program in the future where if we get it now at least we have an idea? You understand what I'm saying. Ms. Nute didn't think that that would be a problem unless I'm misunderstanding your question. Just like when we went to Munismart and Kathy can correct me if I'm wrong because I wasn't the one putting that in place

but it started out with just a financial module and got our feet wet on that and had that all working out well - the purchase order, accounts receivable, and accounts payable and then they added another module. Then they added another module but knowing that the long-term plan is that all these modules need to come on board but to be able to manage that process change and to start pulling data in and things like that, you kind of have to do it piecemeal. So you could get the financial package in place and then bring in your permitting or whatever. There would be some overlap between softwares and then once the revaluation occurs, pull in the assessing piece knowing that our long-term plan is this is the software we're going to and assessing is included in that. Again we're really early and we're just getting out of the gate here. We haven't even looked at that to verify that that definitely is in fact going to work okay in New Hampshire. That more than likely the Chief Assessor's concern.

Chairman Morin said that's why I want you to look at it now so we know that ahead of time. The way I understood your presentation, everything was going to be looked at except assessing. Am I correct? Lisa Nute said no. We would consider that and look at that as well if the software package that made sense for finance, permitting, etc. was software A and it happened to include assessing absolutely. If software B is going to work the best for all these other departments but it doesn't include assessing, that's something we have to weigh. Now stick with what we have or find another alternative that the majority of New Hampshire is using. There are a few options out there as well for assessing. I don't want to have us be tied into something if we find out that okay well maybe that's going to work for assessing now but now the rest of the departments are going to...Chairman Morin thought that's what your focus groups were for to find out what was going to work so you could include an assessing group in the same investigation of the software. Ms. Nute said I will. I understand your concern and I will look at that.

Selectman Roy said you're going to implement this piecemeal. How long do you think it would take to get the whole town on line? Lisa Nute said certainly less than a year. I don't remember how long Munismart took. Kathy Carpentier said it was like five years because we didn't take them all. Permitting came years later you know what I mean. Ms. Nute said they didn't even offer permitting initially so we added that. Ms. Carpentier said welfare came later on so we had the core ones. It took five to six years to get them all in place but that wasn't because it took five or six years. It's just the way the development of the software was. Does that answer your question Ms. Roy? Selectman Roy said yes.

Chairman Morin said this day and age we don't have a system out there that encompasses everything that would encompass the whole town. Ms. Nute said we might. Chairman Morin said you don't know that yet though. This is what's bothering me. We have money that you're asking for us to get but we don't even know if we're going to be able to get everything with one company so it's across the board the same. Lisa Nute said what I budgeted for here is looking at other communities whether they had to go to a separate software system or they were able to get almost all inclusively this is what I believe is going to cover all of that. If all of everything on Munismart has to go away, I need to replace all that and this is the money I believe will cover all the need for all the modules that are going away. It's a budgetary figure though. Chairman Morin understood that but wouldn't we as a town want to buy software that works for everybody in the same company. Ms. Nute said I would love to have that. That is the goal. Chairman Morin couldn't imagine we don't have that out there though this day and age. Lisa said no there is no community in New Hampshire anyway that I have checked with. I've gone to just a few Massachusetts companies. They have not found something to integrate like Munismart has. We have had it very nice here with that integration. Town Clerk can tell you there are several communities all using a package. When she gave me her list, please check this, and this, and this when you're looking for budgetary figures and they're all separate. They don't integrate. The same thing with permitting. Not every community is able to do what we're doing currently right now. It is a shame that they're not - they're still supporting it but that they are not investing any money in this software anymore because it has worked very well for us.

Selectman Roy wished you would have come to us with a little more information about what's out there. You're asking for \$112,000 and I'm not getting a comfortable feeling that that's actually the cost. I think it was a one way or the other. It's like you just looked at a couple of towns, or 3 or 4 towns, or whatever and averaged out a number

without doing any real research. Lisa Nute explained in order to do that real research, I need to bring in resources. I would be tying up the Finance Director and the Accountant at a minimum. I'd be tying up the Town Clerk. I need to build those teams and we start looking at software.

Kathy Carpentier asked aren't we doing some of that this year too. We're going to start this year. You have some money in the budget this year to start the research project. This would hopefully be to implement the modules in Fiscal 2021.

Chairman Morin asked we're going to build these teams. It's our people that are already working so why aren't we already doing that? What's the cost to that? I'm understanding the teams but I'm not understanding why we don't even have the teams in place if it's our people that are going to be the teams. They're already here and we can get some stuff in and start looking at it. Why are we at this point? Lisa Nute said we are scheduled to begin looking at those softwares. WE have a couple of them in the upcoming months where we have a team looking at them to vet it and see if it's going to work for us or not. Chairman Morin asked wouldn't it have been better to already have those teams and come to us with an idea? I'm with Selectman Roy. We're going for software but we don't even have the teams yet that looked at the software that we're trying to give you money for and that concerns me as it does for Selectman Roy. It's our people so it's not like we have to - we get our people on Thursday at 1 o'clock. We're getting together and reviewing software. Ms. Nute understood.

Selectman Roy said what if the best program for the town is \$150,000 but we only have it budgeted for \$112,000. Then do we take the second best, or the third best, or? Lisa Nute said that those aren't companies that we'd be looking at. We can spend \$300,000 on software and it's going to have every bell and whistle but that's not within our price range to invite in here. What I did is look at other communities and determined what they're using and base my budgetary figure on that. If you would rather we go through all of the work and come to you with software A, B or C, it's won't be happening next year then.

Selectman Martin asked is the Munismart software I know they're not supporting it anymore but is it inadequate for what we're doing right now. Lisa Nute said no. They are supporting it. They are not developing it any more. I've been unable to add any modules to it. When we looked at Recreation, that's why we had to choose an outside vendor. They weren't willing to sell us the recreation piece any more, or the Cemetery Trustees piece, or anything like that even if we wanted to do it. Selectman Martin said for what we have right now, how much longer will it work for us? Ms. Nute said it's currently working for us today. This is kind of like an insurance policy here. How long do you wait? When do you pick up life insurance? Do you know what I mean? You don't know but we've been going for at least 3 to 4 years that they've stopped developing this. I don't believe they'll just pull the rug out from under us and say okay we're now doing away with this. They're shrinking. Selectman Martin said you've paid for the software package so even if they don't develop it further or support it further, we can still use the software package that we current are using. Ms. Nute said absolutely. Selectman martin asked will that get us another year maybe two so we could focus on our focus group and get some new vendors in. That's what I'm thinking of. I don't know that it's imminent like the communications issue that are having. If it's not imminent that it's going to die on us maybe we should go the route of staring it whenever you're going to start it and come up with an idea and a cost. I think that looking at in all ways you're right, maybe the software that you're looking at won't support this. I agree. I think we should take time to look at it, run the current software that you're using and come up with a better price. This way here we know what we're going after and this is the prices that you want.

Selectman Coutu asked Ms. Nute relative to the replacement of Munismart and this idea of putting groups together within the municipality to ascertain I don't know what, they have a program. It's in the Munismart system. They're not going to know any more than I what the other companies are offering until somebody sits down with the other companies - the companies that are offering these packages. Wouldn't it make more sense rather than have teams made up of municipal department heads go out to various companies that provide programs for municipalities and have them bring in one of their engineers and tell us what we need and how they can adapt what we have into their



system and incorporate it. I'm of the same opinion that the Chairman is when he made the statement I can't believe in this day and age we can't do that. This is as simple as - I don't have the intelligence that you have relative to IT and sometimes I don't have the intelligence you have in terms of politics but that's a discussion for another day. The point is that from a layman's perspective when you're talking computers and software and you tell a person we're going to sell you a brand new computer but bring your old computer in and we're going to take everything off that computer that you can use and we're going to put it on this new one. First they'll check it probably for bugs and whatever and then they'll transfer photos or whatever programs they're using. I see it as simple as that. Do they have a copy right on this system that can't be transferred into a software package that accepts a program that way from another company?

Lisa Nute said it's not as simple as that and I'll take assessing as an example. Another community that we looked at was doing some demonstrations. The same thing we would end up going to do. I sent an IT person down there or a couple of them. An assessor would go down there. We'd look at what the next community is proposing to bring in and we'd vet it for ourselves as well. That community was unable to get the original software company to agree to give them the key basically - the key to the code to be able to transfer that. So they had to pay an additional \$10,000 to have to start from scratch and convert all that data themselves because that previous vendor was unwilling to give them that coding. It's not as simple as you're saying and you can't just take all of our software - let's say for permitting and download into another permitting if they'd don't offer the same kind of a program. Do you know what I mean? Everybody is coding themselves. It's nothing like it's all standardized. There will be software A for instance that can do 80 percent of what we want and we can get the rest of the 20 percent if we customize. Software B will get us 95 percent of what we want but at a higher cost and 5 percent customization. So there's a little customization cost and then program C. That's what we need to look at and say okay overall this is the best thing for the Town of Hudson for the taxpayers, for the employees, and for the service we're looking to provide closely to Munismart as possible.

Selectman Coutu told Mrs. Nute you're obviously going to need some time to do this and I don't see it happening within the next two years. My perspective based on the conversation we had I just don't see it happening. The 112 is a placeholder. That's basically what it is. I would recommend that we remove the 112, let you work on coming back with a program that you feel is acceptable and can replace Munismart. Come back and talk to us about it and if it's necessary and something you can get up and running in the short term, then to me it would be looked at as an emergency and we'll get the transfer done because like you said, Munismart could probably last us another 15 years. It might last only one year. It depends on when they decide to pull the plug. I understand that and companies have done it before. I don't want to burden the taxpayers with \$112,000. It's not a lot of money. What is it 3 cents on the tax rate. Ms. Carpentier said 3 to 4.

Selectman Coutu said to remove that placeholder. You do the research you need to do. It's going to take time. I think you need to look at vendors well beyond New England and see what's out there. The City of Los Angeles has some a computer system that works for the whole system. They're not all separate little things. People are talking to one another on these computers so they're integrated somehow. Whether it's Los Angeles, Minneapolis, or Boston, or wherever, this idea that everybody in New Hampshire has to be on the same system - well everybody in New Hampshire is not on the same system. Not that you proposed that but everybody in New Hampshire is not on the same system. Munismart was unique when it became available. It was one of the few municipal programs that were available at the time. They got a hold of the market and they made a lot of money. They made their money now. They don't care. They just want to get out of the business. They're into something else. I think you need the time and if the board would support in moving the \$112,000, I would just take that out of there and we'll deal with it either in the next budget cycle. I think it's going to take a full budget cycle. They need to have more than a placeholder. You'd have an amount of money and you'd be able to articulate the program we're going into. We just want to have your word that we're getting the best for the money that we're buying. As far as I'm concerned with all the money we're spending on IT, don't make the statement that well it's not in our budget range. We never established a budget. Had we established a budget, I'd have given you enough money to pay your salary. That's

it and said here figure it out. That's my budget range but we're into this now and we need to do this. If it's going to cost us \$200,000 and we're going to get the system that is going to best manage our municipality, then let's but it for \$200,000. Let's not go cheap. You go cheap, you end up with Munismart. Companies that are going to be here for 2 or 3 years and then they're going to be out of business. Munismart has been here for a lot longer than that. I don't want this town to get caught in another trap. We'll pay whatever it takes to get all of our department integrated on one system and I would say that as one member of the Board of Selectmen my task for you would be find that company.

Lisa Nute understood and I do just want to say one thing. Even if you were to spend the \$200,000, there is no guarantee. I have seen software companies last two years and then they...Selectman Coutu understood that but initially you have everything compartmentalized at least it's done and we've got it all on one system. If they go away in two years, they could be here for 100. They could be here for 2. Any company that could happen to. Facebook could be gone next year. Who knows.

Selectman McGrath had a couple of questions. What were the communities that you contacted? Do you have a list of those? Ms. Nute said I can get you a list. Selectman McGrath asked is it surrounding communities. Ms. Nute said more than that. Like the Town Clerk deals with other Town Clerks. So throughout New Hampshire. She had a list of different software companies that other communities that she's dealt with and then the same thing finance. The Director has a group of members that she meets with for annual things or whatever. Then the surrounding communities.

Selectman McGrath asked on Munismart based on I think your conversation with Selectman Martin, Munismart is limited in its ability if we wanted to add a new department for some sort of permitting that we don't currently have we wouldn't be able to do that. Is that correct? John Beike indicated not now. Something new that's true. Selectman McGrath said we need to keep that in mind as far as Munismart. It may not be in danger of going down. We're still able to use it but it has limitations that may not suit the needs for the town and we don't know what that could be. It could be anything.

The other question Selectman McGrath had is the tax collector's office their needs are more unique than say the Land Use Division for permitting and things like that because she has to interact with the State of New Hampshire. If something happened with Munismart what would that do to her ability to process bills, process payments? Are we facing any kind of danger in that? Lisa Nute noted that's a valid questions and one of the reasons that we looked at communities in New Hampshire versus what is California doing or what is Chicago doing. Because we do interface with the State motor vehicle, Munismart was a vendor that provided that interface. So other communities are using software that do interface already with the motor vehicle department. The State in other words has business relationships with this vendor, and this, and this, and this. Those were the ones we were starting with to look at for this budgetary number because it would be the most seamless to be able to convert. If we look outside to some community in another part of the country or whatever, they would need to do some customization and contact the State of New Hampshire. These are the rules. This is what we're using up there and they would write a program to be able to interface. So that would just be some additional customized work that we would need. I'm not saying it can't be done but its customization.

The last question Selectman McGrath had is Mr. Michaud expressed some sort of reservation about assessing being part of a different program. Do you know what his reservations were? Lisa Nute thought it's possible that it's very similar to the Town Clerk. We interface with the State already. He's already familiar with these other software vendors working in other communities and so they're following certain rules that he has to apply to. So somebody brand new that we bring in, again, would require I'm sure a lot more work on the part of customization in getting that to work for him. Again I don't want to put words in his mouth because I didn't get word for word his reasoning but he was adamant about not going with...

Selectman McGrath said if we remove this amount of money out of your budget how would that affect your ability to go forward, and get quotes, and do the research necessary. Ms. Nute indicated we're basically kicking the can. As the Finance Director mentioned in this current budget, we are doing some of this vetting and we are able to bring in a consultant to do some of that vetting for us. They would come in and look at our process, etc. By pushing this, I was just trying to get it back to back so that when the consultants say this is the best thing for the Town of Hudson and our teams agree yep, you don't want to go too far out because now things could change with that vendor or the program itself could change. Can it be pushed? Certainly I would still need to do that leg work in this current fiscal year so we don't lose that money. Selectman McGrath asked in this fiscal year or in 2021. Ms. Nute said in 2020 we are planning that vetting and we had already discussed the money to be able to do that and have a consultant help us find A, B, and C company that fits the best needs for the Town of Hudson and then I build my teams and have them look at those.

Selectman McGrath asked so would you need the full \$112,000 or is there any potential for reducing that amount to allow you to at least do the research necessary if you need to hire someone to come in and assist with that. Lisa Nute indicated we already have the money to assist with that in this fiscal year and your point is valid. I don't have an actual this is that cost of that software until we go through that process this fiscal year. Did I answer your questions? Selectman McGrath said sort of but can this amount be reduced so that it's a little bit more acceptable with the unknowns and the timing of actually implementing any new software program. Ms. Nute said yes and the what I would do is come before you and just ask for more coming out of capital reserve if that was the case so that is feasible. Selectman McGrath asked maybe not tonight but provide us with a number that would be agreeable to the majority of this Board. Ms. Nute said I can. I can get you an actual quote and then adjust this table in that regard.

Selectman Roy stated you had money in your FY20 budget to hire a consultant. Is that my understanding? Have you hired that consultant yet? Ms. Nute said no. Selectman Roy didn't think that there is an amount you can reduce it to with no plan and no more accurate picture of cost. I'm not sure what amount you would reduce it to make it acceptable to me. I'm just going to put a motion on the floor.

*Motion by Selectman Roy, seconded by Selectman Coutu, to decrease line item 5330-412 from \$112,000 to zero.*

Chairman Morin had some discussion. You just said we'd be kicking it down, kicking the can. We've been kicking the can for four years. Now we're at a position that we're in trouble. That kind of irritated me. We're just kicking the can. You said that we've known this for four years. Am I correct? So why haven't we worked in on this in the last four years and now we're in a situation where we've got to get moving and we don't...no? Correct me. Lisa Nute said I'm sorry to miscommunicate here. Four years ago we had a discussion with Munismart when I first discovered that hey they're not selling me another module. Why? Other communities starting seeing some issue there too. That's when we called them and had a discussion with them. What's going on and what does this mean for us? What is our transition off of Munismart onto something else either you offer or what is your plan to help us out here as our vendor. They said they were working in another part of the nation to transition people off of Munismart and that they would then be coming to our area in another six to seven or whatever years so that's why I did this kind of a timeline. We were trying to push it as much as we can. Again its working fine for us so if we have to push it another year, we'll push it another year. It's the same thing that Selectman Coutu said we just don't know. I don't want to not present that to you and make you understand that yes it's working for us today and they're supporting us but we can't rely on this forever. We just need to have a plan going forward and something to fall back on.

Chairman Morin said I'm hearing from the Board of Selectmen that there is no plan. Lisa Nute stated there is a plan. Chairman Morin said there isn't because you can't tell us - you've got a consultant. We haven't done anything on that. We have groups within our town that we want to put together to look at software. We haven't done that because if you had done that and came forward to us tonight with at least this is what we've looked at this and we

have three we're looking at now, at least we had some headway on this and we negate. We got nothing. We're just going to give you money that we got nothing to go on. That's what's bothering me. We have a consultant and if we were going to have groups, we could have started this last year knowing that you were going to come to the budget this year and we could have been so much farther ahead and we wouldn't be discussing this now.

Selectman Coutu told Mrs. Nute I don't want you to get the wrong idea. I seconded the motion that was the direction I was going to go in and Selectman Roy beat me to it. I understand the complexities involved in switching from one company to another in terms of finding what's right for the Town of Hudson and incorporating all of the needs of each department and try to come up with a program that's going to work for us. I know that that's your ultimate goal. I don't want to burden the taxpayers with an extra 3 cents on the thousand and I thought about where Selectman McGrath was going to go was to put a placeholder there. I can assure you and I've said it and I'll say it again that when the time comes that you've got a plan and you have a program that you've been able to identify, we're not going to let you hanging in the lurch. We will find the money whether it's from unexpended fund balance maybe in two years we'll have a little more wherever it comes from we will get that program and we will put our municipality and make sure that it's safeguarded and we'll make the transition from Munismart to A, B, C. One of the companies you might want to look at in terms of getting municipal resources for municipal programs, I don't know if you've ever heard of capterra.com. They will do the research necessary to find whatever you need. That's their job. That's what they get paid to do. You know how they get paid, they get paid from the vendors that they supply us. The do municipal searches for the kind of programming that you need. What we need is an integrated system that incorporates a variety of departments and a variety of options like paying bills and things like that. We also want an extension. I'd like to see an extension to that program that opens the door to other possibilities linking with other communities, linking with the State, and whatever. So capterra.com offers that service and they don't charge to provide the service. Like I said, they get paid from the vendor. That's one resource and there are several other companies that do that kind of thing. I'm making a commitment right now that if this passes the \$112,000 this doesn't mean there will be no money available when you do find a program. I would expect that from not necessarily tomorrow morning but beginning now the thought process will be I'm going to make some time with whatever my groups are within the municipal establishment to start researching this and getting this done. It's not going to happen tomorrow I understand that. It could be six months, it could be a year. I'm a patient man. We've waited this long it's not going to kill us to wait a little longer. In the meantime if you never get to spend that money, why leave it in the budget. If you need it, we'll give it to you. Lisa Nute said I appreciate that. Selectman Coutu said you have my word that I certainly will vote to support giving you the money to do it and I think any selectman who wouldn't would be not caring about the community too much. We're in this. We need to stay with it. Let's do it right. Okay. Thank you. I just want you to understand why I'm voting the way I'm voting.

*Motion by Selectman Roy, seconded by Selectman Coutu, to decrease line item 5330-412 from \$112,000 to zero, carried 4-1.* Selectman McGrath in opposition.

Selectman McGrath stated that I think that we could have left some money in that line item in the event that she needed it. I didn't think that we needed to cut the full amount that she is requesting.

Chairman Morin understood but I think Selectman Coutu made it clear. If she needs something, we will get it to her.

Selectman McGrath agreed provided we're all here when she comes back. You can't guarantee other people's vote.

Lisa Nute asked to quickly go through the other department. We're looking at 5077 which is Town Officers. Speaking of Town Clerk, her overall bottom line I believe was up one percent. The majority of it is because of this area in IT. We are putting in \$550 for a replacement printer. The State no longer is providing the printers that she does all her registration things with. They are all 15 plus years old. What the plan is we'll budget one per year so that we always have something in there. Are there any questions?

5177, Town Administration

Ms. Nute indicated they are level funded. Just for the viewing public, Kathy Carpentier noted they're level funded with \$800.

5377, IT Finance

Lisa Nute stated they are level funded at \$2,315.

5477, Assessing IT

Ms. Nute indicated they are down just slightly. There was a slight adjustment in the replacement PC schedule.

5577, IT and Public Works

Ms. Nute noted they are up 8.3 percent due to an increase in the cost of replacing PCs. This year they're up for two replacements and so that brought them up slightly as well as their cartridge.

Chairman Morin asked what would be the cost to put some computers there and bring them into with the rest of the town - for the employees to use for them to look at their procedures when we send out a memo that everybody has to read over and things to that nature. Lisa Nute indicated they are in fact networked on our network but you're talking about not administration but all the highway workers out in the truck? Chairman Morin said yeah you don't need a station for every guy but 3 or 4 computers there so that they can go on and check their e-mails and get on line with the rest of the town. Ms. Nute said that was a decision by the previous Director there that he did not want his employees in the trucks bothering with that. I don't want to put words in his mouth either but that was an option. If we didn't need additional PCs which if there's enough around the Department of Public Works that they could go look at that e-mail during lunch break or whatever. Then its minimal cost. I just need to get them all an account. More licenses or something like that but if you're talking field technology where you keep them out on the road and I think that was the Road Agent's concern - bringing them back into the department to be looking at e-mail and things like that. He preferred to keep them out there in the field and working and relay any messages necessary that way. Chairman Morin stated it's getting late so I'm going to leave this one alone.

Selectman Roy asked not every town employee has an e-mail address. Lisa Nute stated crossing guards do not have a need. Selectman Roy said okay let's say full-time town employees. Let's just make it simple because it is getting late. Ms. Nute asked can you think of anyone other than the Department of Public Works. John Beike said other than highway, no.

Selectman Martin questioned why do they need one. Selectman Roy said because if we're disseminating policy through e-mails right where you electronically sign it, how else will they get the policy. Lisa Nute said we do paper. Chairman Morin noted and the town is pushing to go paperless. You know what, this is 2019. Selectman Martin understood. Selectman Roy said there's a piece of me that understands and I'll also say it was the last guy's concern. I don't know the current Director's thoughts on it. I guess that's where I would want to go next is what his thoughts are on something like that.

Chairman Morin said the excuse when they all come in, well you know what everybody comes in and they check their e-mail. That's what happens at the Fire Department. That's what happens at the Police Department. That's what you do. You come in and first thing you do is you check your e-mails. Am I correct? Right. John Beike indicted we constantly check it. Chairman Morin said yes you guys have to I understand that but that's how we did it in the Fire Department. First thing I did in the morning is went through all my e-mails to see what was going on.

Even the firefighters and the police officers do that and the people in this building do it.

Selectman Martin pointed out the company I currently work for took their payroll to a company called "Paylocity". They disseminate that information through the app. and you go on the app., and you read it, and you accept and acknowledge, and it goes back to the person who runs for your company. Chairman Morin said really you had to open that door. We were trying to get one and you had to open that door.

#### 5277, Land Use

Lisa Nute said this is up from \$5,345 to \$6,800. It's basically all just supply costs going up. PCs went up and we have a lease on the 204 OCE hardware maintenance is the large format printer that is a newer lease and that's why that cost has increased.

#### 5677, Police IT

Lisa Nute noted Police IT is level funded at \$93,629. It is slightly under actually.

#### 5777, IT Fire

Lisa Nute indicated it is up by 25.5 percent and that is due to 215. They added a stock photo subscription last year. They use this for the intranet and pull up stock photos for flyers and things that they put together for fire. The second one is in 403 teleconference equipment that Selectman Coutu talked about in the beginning. This is where I have that and we will be putting in the teleconference equipment in Lowell Road, Robinson Road, and Central.

#### 5877, Recreation

Recreation is my last department. Ms. Nute stated that is up 117.4 percent and that is all due to 215 account for the online registration which people are loving is what I'm hearing.

Selectman Roy said it was getting a lot of use from what I'm understanding. They have very few people coming in to do in person registration now.

Chairman Morin asked if there were any questions.

Selectman Coutu asked how are things at the Police Department Mr. Beike. Just in case the roof caved in while I was talking. You should be checking all your e-mails. Mr. Beike said and was fixing all the trucks at the Department of Public Works.

Kathy Carpentier indicated IT has no outside the budget requests or no warrant articles at this time.

#### 5000 - Town Offices, page 12

#### Moderator (5041)

Thank you ladies and gentleman. Paul Inderbitzen said I sent out a cover letter acknowledging some of the differences in this budget. Of course this budget includes the Presidential Election. So we have huge increases. It's a four-year cycle. Every two years we have a State election, a State Primary. Every four years, we have a Primary and a State and federal elections. That's where we ran into trouble four years ago. If you're looking for a comparison, 2017 is the budget that we had at the last Presidential Election. I did mention some of the items in my cover letter about the difference between '17 and '21 is the fact that we upped the salary of the workers from \$7.25 to \$9.00. I have now moved into my budget the overtime costs. Not the regular time, just the overtime

costs for DPW and the police for the election to give you a better idea of how much an election like that costs. Line 241 - Mr. Inderbitzen noted that's the printing of the town ballots. Those are the only ones we print. The State provides Primary and Presidential but we print our own town. Four years ago, we were only printing two. We were getting our warrant article on two pages, four sides, and now we've actually gone to a third one. Last year's budget is more reflective of the town printing but we are going to up it because we hit 45 something and that's how many we printed so we're going up to 5,000 for this next Town Meeting.

Maintenance cost for the machines, Paul Inderbitzen stated have increased and 340 the small operating materials the voting booth replacement. I have not found a vendor yet that is compatible with what we have. The supplier of our current ballot voting booths went out of business. He retired and closed down. Nobody picked that up that I'm aware of yet. We're looking and nobody makes them in those five voting booth configuration that I found. We're looking. We are under where we should be for the number of voting booths that the State requires. We don't have enough. We also don't have enough room in the Community Center to put as many in as we're supposed to have but we've never had a problem with the backup. Actually the Attorney General came down because at a meeting they were asking about that. I said well we don't have a problem but we had almost the right amount but not quite. So they came down and they spent some time looking and they said I don't see any backup. I don't see where that's a problem. We're getting to the point if we start increasing out Town Meeting attendance and the Presidential of course, we're supposed to have one booth for every hundred registered voters. That's the Presidential. That's the federal. For Town Meeting, its one booth for every - I don't have the figure but 250 or something like that.

Selectman Coutu asked how many voting booths do we have. Mr. Inderbitzen stated we have 119 I think. Selectman Coutu said and they want us to have 180 on the Presidential Election. Mr. Inderbitzen said we have just over 18,000 registered voters. In the last Presidential, we have what 15,000.

Chairman Morin said you didn't say its unfunded mandate.

Paul Inderbitzen stated well that just comes to the point of you're going to have it in a place big enough and you have to start thinking about that in the future. For the town, the Primary election I'm not worried about. The State Primary next September which happens to be the day after Labor Day in case which is going to be a real hassle in terms of coordinating and getting set up and everything. We have maybe 15 percent show up. Thirteen percent some years. I think this year there will be a big Democratic turnout obviously. Republican maybe not so big. It depends on who's in office and the kind of interest that's generated. We never see a huge amount in the Primary. We do have to have extra staff because we have two different ballots. The undeclared can take a ballot of one of the parties and they can change back afterwards. I always budget a couple of people for the Supervisors for the change back booth. It's almost like the feedback booth.

Selectman Coutu noted one question I have Paul you said that you're going to bring in a couple extra people to do that. I mean I'm of the same opinion of you is that there could be a large turnout because of the Democratic ballot with so many candidates. I think you're going to find that a lot of people who consider themselves independent or in legal terms "unenrolled" will enroll in the Democratic party just to take part of that and then they're going to want to change back immediately afterwards so you think two is going to be enough? Mr. Inderbitzen said they usually have two people in the back changing back. They each have half a book. So people line up and do that. I'll go over that with the Supervisors. Selectman Coutu asked is that a simple thing. Paul said it's a simple thing. They just sign that they want to change back. We've had a few where it's been missed and stuff but I usually try to have extra. For the Presidential, that's where the big increase is. We normally have 8 stations. For the last Presidential I had 10 stations. There were two people at each table. I'm doubling the number of people. Even though I split shifts now, it's still one person for the whole day but I split the shifts up. The money is the same. The number of people is more but it's not costing us anymore. I just have that many more at the stations at each part of the day. I've actually Assistant Moderators I've bumped that up to 6 for the

Presidential because we need extra help.

Mr. Inderbitzen indicated the big thing is the absentee ballots. We have over 1,200 at the last Presidential and it took them 8 hours and that was three teams working on them. Then I had to read off every name. That's the thing we're trying to get changed at the State level. People said what's the guy reading those names for. We need to address that. We thought we had a bill in that would allow us the three days before the election to sit down in an open meeting and enter the names in the checklist. That's the hardest part. The easiest part is the opening and then putting the ballots through the machine although they're all folded up. The hardest part is finding the time to get them through the checklist because we always had a line at the checklist. Not super long but there was always somebody there and you don't want to interfere with that. There was a bill that was placed on hold in the Senate that would have allowed us to 3 days before once the checklist was printed. We could go in that and mark them as an absentee ballot and give them a certain amount of time - I think until noon or something if they wanted to vote in person they could come in and vote in person. Otherwise we processed their absentee ballot. That was placed on hold. It's still out there. We're going to try to push to have that brought forward. There was a bill to try to get the reason for an absentee ballot taken off. You have to swear that you cannot be there. We all know that everybody uses the absentee ballot so they don't have to show up and vote. They are actually signing a form when they do that swearing that they are totally unable to make the election during the times that we have it. There was a bill in to do that and take that out and the Governor vetoed that and it didn't survive a veto check.

Mr. Inderbitzen stated I've actually budgeted for 18 clerks. Part of those clerks are going to be helping do the absentee ballots. The Town Clerk indicated that she probably would close her office that day and pull her people in as well. They're working for the town. They're already on the clock so that's not a problem unless they stay over. Some of the numbers are a little bit odd but if you're looking at FY20, the big difference is there's an extra election in this year which we didn't have last year. We only had two. This year we have three. All those numbers are up. We've budgeted for extra ballots and at 3 pages and any other questions anybody has.

Selectman McGrath asked did you include the little stickers that everybody seems to love to get. Paul Inderbitzen said yes. The Clerk has ordered to have enough stickers. Well we won't order those until we get closer but yeah everybody likes those stickers. What a mess it makes on the floor too. Selectman McGrath said it's unbelievable the people that ask for them and they come back to ask for them. Mr. Inderbitzen said I've also budgeted - I've never done before is notices and that's in case we do make the decision the Board does to have the election at another for instance the school. The only one that makes real sense is Memorial and we have to do some looking and figuring how we'd lay it out. We would have to do a lot of advertising. We'd use cable, the town website, but I would put stuff in the paper and I would do a lot of papers. I might even do Lowell because a lot of people get the Lowell Sun. I've noticed that box on some people's mailboxes. I think we would do a bunch of advertising for that and make a real push to get people to know where they have to go.

Selectman Coutu asked could you do that in a form a news release as opposed to buying advertising. The Lowell Sun has a whole section of different towns on what's happening. I'm sure they could do that and why should we spend a fortune on advertising when you can do it as a press release. Paul Inderbitzen didn't know if we'd be spending a fortune. I only budgeted \$200. You'll also want to have a map. Where is Memorial School? You'd be surprised how many people don't know where Memorial School is. We would have a map if that's what the Board decided to do. It's something that you have to make that decision. We have a little work to do before we can make that...Steve Malizia said you're not talking the Primary though. You're talking the Presidential. Mr. Inderbitzen said no. The Primary I'm going to send you guys a letter. My recommendation is for the Presidential Primary which is in the fiscal year. I'm not talking about the State Primary. We keep it at the Community Center with the provision that we have the police and highway controlling the traffic the way they have. The thing with the Primary, it's a lot simpler in terms of traffic and access. People come in, they take one ballot, they make one mark, and turn it in. For the Presidential Election, you have the Governor, State and federal offices, local offices,



county offices. People are in there a long time. They don't always come prepared. We would also do some advertising for that and say be prepared. Having the ballot in the paper, that's a big help. I see a lot of people coming in with that in their hand so they know what they're going to do. There's still some people that come in and they make the decision in the voting booth. The Primary I think we can handle at the Community Center. There will be a lot of traffic stuff as long as we get a heads up ahead of time. With a lot of the communications, we don't start to 7. Nashua starts at 6. Other communities start at 6 and people are lined up at 6. I think the after action report that the police filed after the last Presidential that was one of the recommendations that they get their people there earlier because they didn't expect the traffic as soon as they got it.

Selectman Coutu asked Secretary Gardner set the Primary date yes. Mr. Inderbitzen said he has not. Selectman Coutu noted he said it was going to be in January. Paul noted he said it could be in January. Technically it should be February 11<sup>th</sup> because it's the second Tuesday in February. Until he set is, we don't know. We don't have a firm date. We're going to have school deliberation, town deliberation. I forget which is first and then that next Tuesday would be the Presidential Primary. A lot of work in a few weeks. If he moves it to January, I don't know what his plan is. Selectman Coutu said I heard him say January but he just wants to make sure we're number one. Mr. Inderbitzen said that's the whole thing. He can move it to whenever that is. Selectman Coutu noted it's going to depend on what the other States do. Mr. Inderbitzen indicated for the FY21 budget, it looks like a lot. It says 47.6 percent but if you looked at the FY17 budget, it's more like 32. That's still a lot but it's because there's an extra election and it's the big one.

Chairman Morin asked if anyone had any questions. All set.

#### Town Clerk/Tax Collector (5030), page 6

Steve Malizia noted all her increase is labor. Just a function of the Support Staff Contract from all the benefits that people take. She's actually done a one percent in all her other (inaudible). She's moved things around so that she could accomplish what she needed to do. All of hers is labor which basically was from the labor contracts and don't forget she's on a salary scale that was approved by the voters two years ago. I don't believe she has any outside the budget items. Kathy Carpentier stated she does not. She did make a change to the Supervisors but we're doing that another night.

Chairman Morin asked if there were any questions.

Kathy Carpentier indicated that completes your list of items you wanted to cover tonight.

Just as an FYI, Selectman McGrath stated the reason why it was moved I requested that the meeting be moved to Wednesday because they were initially going to have the meeting tonight but there's an appeal of a decision about a sewer line that we've installed incorrectly. I wanted to be there for that.

Chairman Morin indicated we will be back Thursday night for meeting number two.

#### 5. ADJOURNMENT

*Motion by Selectman Martin, seconded by Selectman Roy, to adjourn at 11:18 p.m.*

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

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David S. Morin, Chairman

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Kara Roy, Vice-Chairman

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Roger E. Coutu, Selectman

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Marilyn E. McGrath, Selectman

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Norman G. Martin, Selectman