

HUDSON, NH BOARD OF SELECTMEN

Minutes of the July 28, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin the meeting of July 28, 2020 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE let by Selectman Martin
3. ATTENDANCE

Board of Selectmen: David Morin, Marilyn McGrath, Kara Roy, Normand Martin, Roger Coutu

Staff/Others: Steve Malizia - Town Administrator; Elvis Dhima - Town Engineer; Paul Inderbitzen, Town Moderator; Rob Buxton - Fire Chief; Jess Forrence - Public Works Director; Lisa Nute - IT Director; Brian Groth - Town Planner; Jill Laffin - Executive Assistant

4. PUBLIC INPUT

There was no public input this evening

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

Nominations:

Zoning Board of Adjustment (4 alternate member positions: 1 expiring 12/31/20, 2 expiring 12/31/21, 1 expiring 12/31/22)

Ethan Severance (new applicant)

Chairman Morin welcomed Mr. Severance and asked him, if you could just state your name and address and to tell us a little bit about yourself and why you want to be on the Zoning Board. Mr. Severance replied saying, sure. Ethan Severance 12 Jacqueline Street. I'm new to Hudson. Moved here a little over a month ago and I'm an attorney. So I am looking to be involved in the Town and I thought that one good way to do that would be to join one of the boards. So I looked at the ones that the Town had with some availability and I thought that the ZBA would be a good choice, given my background as an attorney. So I'm barred here in New Hampshire, and Massachusetts. Our main office is in Boston, so most of my work is in Massachusetts. My work in New Hampshire revolves mostly around the SuperFund site up in Londonderry. But my work in Massachusetts, I do a lot of zoning work. So we have clients that do a bunch of developments basically and one of my main jobs, I'd say I spend about 25% of my time on it, is reading different town bylaws and figuring out if we want to build this development, what permits are we going to need, are we going to need any type of zoning relief. Or we have clients who already have a bunch of permits in hand but say, hey, do we need any more permits to build these types of projects? So with that background in mind, I thought that the ZBA would be kind of a good choice.

Chairman Morin asked if there were any questions from the Board. Selectman McGrath was recognized and said, when were you admitted to the Bar? Mr. Severance replied, 2017. Selectman McGrath went on to say, so three years ago. And you've been practicing in Boston for the last three years? Mr. Severance replied, yes, the office is in, yes. Selectman McGrath then asked, do you have any clients that want to develop in New Hampshire, particularly in Hudson that would present some sort of a conflict for you? Mr. Severance replied, I do not, no. Selectman McGrath then asked, are you familiar with state statutes for New Hampshire? Mr. Severance replied, I am familiar with some of them. So I would say that most of the ones I've been involved with in New Hampshire are around environmental work. Specifically kind of the DES statutes and regulations. That's what I'm most familiar with but I would say, a large majority of my job is basically is here's the law, I need you to go read it and figure out what it says and then tell us how it's implemented. Selectman McGrath then asked, have you watched or attended any of the Zoning Board meetings in Hudson? Mr. Severance responded, I have not. I went to the last Planning Board meeting, but that was my first board meeting. Selectman

McGrath said, I would like to suggest to you that you watch the next Zoning Board meeting and see if it fits within, you know, sounds like you have good experience and a good background, but New Hampshire is different than Massachusetts. There's a big difference. I would suggest that you do that and if you continue to be interested then come back and let us know. That's what I would suggest. Mr. Severance said, okay.

Selectman Roy was recognized and she asked, so do you concentrate more on the environmental side of it or the zoning side of it? Mr. Severance replied, I'd say it's a mix. So for my particular practice I spend 50-75% of my time doing what we call administrative law, so that's practiced mostly front of state and federal agencies. So within that practice I'd say it's about 50/50 a mix between kind of like zoning I, like I guess like real estate work and environmental work. Selectman Roy then asked, an you represent developers as opposed to municipalities, correct? Mr. Severance replied, for the most part, yes. I would say 90%. We do represent municipalities but that's not typical. Selectman Roy then asked, and what' the name of the firm you work for? Mr. Severance replied Foley Hoag. Selectman Roy then asked, just out of curiosity, where'd you go to law school? Mr. Severance answered, Northeastern in Boston. I also have a degree from Vermont Law School. I got a masters in environmental law and policy. Selectman Roy asked, an LLM? Mr. Severance answered, no, it's a master's degree, it's basically the same as an LLM but I got it while I was in law school as opposed to after I had my JD. Selectman Roy replied, oh, okay, okay. Alright, that's all I have.

Chairman Morin asked if there were any other questions. Selectman McGrath said, no I think I'm good, I just I really do want you to watch or attend one of our Zoning Board meetings so that you fully understand what we do in New Hampshire as opposed to Massachusetts because that's what you're going to be dealing with if you serve on this Board. So, if you don't object that's what I would suggest and I would suggest that we defer taking action on this application tonight until he has an opportunity. Chairman Morin said, the vote won't be until our next meeting in September anyway. Selectman McGrath said, I'm not quite sure when the next Zoning Board meeting is, they had one last week. I think that they've got, there's additional cases that are coming up and they may end up having to have two meetings in a month's time, so I'm not quite sure when their next meeting is. Chairman Morin added, he can also go back on HCTV and watch the meetings. They're all on there so you can go and click and find a meeting, a couple meetings and watch them there also. We'll take it up again at our next meeting and see where we are. We appreciate you very much coming in and looking to volunteer for us. Thank you.

Selectman Coutu was recognized and he said, can we ask that if Ethan has an opportunity to watch a couple of previous meetings on HCTV, you know what we're talking about? HCTV, Hudson Community Television? Do you know how to access that? Do you have Comcast? Mr. Severance said, I do have Comcast but I have not accessed that. Selectman Coutu said, okay, you can get it online as well. You can go to the Town website and. The Executive Assistant added, I can send you a link to the Zoning Board page. Selectman Coutu said, she'll send you a link. Might I suggest that, we're meeting, when is our next meeting? Chairman Morin said, 9/11. Ms. Laffin, Selectman McGrath and the Town Administrator all said, 8/11. The Chairman said, 8/11? Oh yeah, I'm a month ahead. 8/11. Selectman Coutu went on to say, if he were to watch two, three, ZBA meetings and he were to call Jill and tell her that he watched them and he was very interested, would that be appropriate? Selectman McGrath responded, I'd have to decide at the time. I'm not sure, I know the last meeting had a plan that was before it that they, I wasn't there because I wasn't feeling well that day. So I didn't go to that meeting but they had a plan that I'm not happy with the decision that was rendered, but. And I don't know that that would be a good enough case for him to understand all of the intricacies of that particular applicant and that particular action. Selectman Coutu was recognized and asked, Jill, who posts the minutes for the ZBA? Ms. Laffin replied, I believe Tracy Goodwyn. Selectman Coutu then asked, do you know off hand are they updated? Ms. Laffin replied, they should be because their last meeting was more than five days ago. Selectman McGrath said, they're not ready. Selectman Coutu then asked Ms. Laffin, you're going to send him a link for the ZBA? He went on to say to Mr. Severance, you can go into the minutes and read some of the minutes and if you see something that's interesting go and view that meeting and you might be able to catch a couple. They've had ongoing meetings every month. Even through covid with the exception of maybe two months. They've been on top of it.

He then said, can I ask you about your position at, I think it was Mission Pointe, not Mission Pointe but Mission Hill, the community garden. Why don't you tell us a little bit about that, I love that garden? Mr. Severance responded, sure, so I went to law school at Northeastern, which, when I moved there, to Mission Hill, it's right down the road. There was a big community garden that I kept walking by. One day, there was a thing you could email to try to join the garden, so I did. It's run by the Trustees down in Massachusetts. I emailed them, this would have been, I started my garden this year and then kind of transferred it to one of my friends whose still in town. This was my fourth year in the garden. I started the first year and I noticed that it's an all-volunteer kind of board, they call them coordinators, but it's basically a little board. So the Mission Hill one, we have about 45 plots. It's one of the bigger ones. So my first year there I just asked, hey do you need any help on the leadership side? It seemed like most of the people there were of a different generation than I was and they were kind of trying to revitalize it and get some newer people involved. So I thought it would be a good opportunity to kind of jump in. I asked, how can I be involved and they said well, we always need help as a coordinator. So I said, sure, what's that entail? Basically we'd deal with the paperwork in the beginning of the year. Assign everybody a plot and then we set up kind of different events throughout the year in the garden. Some of them are like a community event where everybody comes, we'll do a cleanup, do all the common areas, paint the fence. That type of thing. Usually have some food involved. We also used to run, the Northeastern undergrad each year would do a big cleanup where they'd send like 30 people to us so I'd help organize that. Make a task list for those people to come. Not this summer obviously, but the summer before we started holding kind of like community events there. So we had a morning yoga session taught by somebody that came and then they did an art night where some of the local artists came and displayed some of their stuff. So I kind of just helped run all that and keep people in check. Basically make sure they're keeping things clean. Selectman Coutu then said, awesome. So, Steve, you have a better memory than me. We have a coordinator in case we do a community garden on 111. Mr. Severance laughed and said, I've got the community garden part down.

Selectman Roy was recognized by the Chairman and she said, so there's I don't know if you thought about this but there's four separate positions available. One that expires in 2020, one that expires in 2021 and one in 22, do you know which one you'd be interested in? Mr. Severance said, I have not thought about that. Selectman Roy then said, okay if you want to think about that and maybe let Jill know so that when we vote on it we would know the appropriate motion. Mr. Severance replied, okay.

Chairman Morin asked, anything else? Seeing nothing. Again, thank you very much for coming in. We appreciate it and we will vote, as long as the Board wants to move forward, at our next meeting on August 11th. Selectman McGrath added, but he needs to let us know too, after viewing the meetings if he's still interested. Mr. Severance replied, yes, I'll contact Jill about that. Thank you.

Chairman Morin went on to Consent Items and asked, does any Board member wish to remove any item for separate consideration on consent items? Seeing none. Selectman Coutu made a motion, seconded by Selectman Roy to approve consent items A, B, C, D, E & F as noted and appropriate. Carried 5-0.

6. CONSENT ITEMS

A. Assessing Items

1) 2019 Abatement: Map 100, Lot 10 School Street

2) 2019 Abatement Settlement: Map 221, Lot 5, 6-8 Hampshire Drive

B. Water/Sewer Items - None

C. License, Permits, Policies - None

D. Donations - \$1,200 donation from Lisa Avery - Benson Park tree donation

E. Acceptance of Minutes

- 1) Minutes of the July 14, 2020 Meeting

E. Calendar

7/29 7:00 pm Traffic Advisory Committee - Hudson Community Center
8/5 8:30 am Highway Safety Committee - Buxton Meeting Room
8/5 7:00 pm Budget Committee - Hudson Community Center - CANCELLED
8/10 7:00 pm Cable Utility Committee - HCTV
8/10 7:00 pm Conservation Commission - Hudson Community Center
8/11 7:00 pm Board of Selectmen - BOS Meeting Room

Chairman Morin recognized Mr. Malizia to read the votes taken after nonpublic session at the 7/14/20 Board of Selectmen meeting.

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on July 14, 2020

Selectman McGrath made a motion, seconded by Selectman Roy to deny the Step 2 Grievance filed by the Hudson Public Works Union, AFSCME Local 1801 for the Article XIII Grievance Procedure: Grievant Matt Costa. Carried 5-0.

Selectman McGrath made a motion, seconded by Selectman Martin to accept Chief Avery's recommendation to increase Lt. Steve McElhinney' salary to \$89,811 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 5). Lieutenant Steve McElhinney would forgo his step increase on his anniversary date of November 4, 2020 and would not receive an elevation in pay until July 1, 2021. We recommend that this increase would be retro to July 1, 2020. Carried 5-0.

Selectman McGrath made a motion, seconded by Selectman Roy to approve posting for the Recreation Director position. Carried 5-0.

Selectman McGrath made a motion, seconded by Selectman Roy to approve Chief Avery's request to buy back all of his earned time. Carried 5-0.

Selectman McGrath made a motion to adjourn at 10:34pm, this was seconded by Selectman Roy. Carried 5-0.

B. BOS Cell Phone Policy - follow-up from 7/14/20 meeting

Chairman Morin recognized Selectman McGrath and Martin for this item. He asked that Selectman McGrath speak first. Selectman McGrath said so I read over the suggestion by Attorney Lefevre. I have one recommendation. The second sentence isn't as clear as it should be. So as it reads now in our packets it says members are prohibited from reading or sending email or text messages to or from the public the word using is crossed out, on their personal cell phones during meetings. The

sentence should end there. Then continuing on, unless the use is readily apparent to the public and pertains directly to that Board meeting e.g. use of a cell phone to access the internet or for information relative to a matter being discussed is permissible. I'd add those two words, is permissible. End of sentence and then it continues on from there. So I think that that makes it clearer.

The Chairman asked, Selectman Martin did you get that? Selectman Martin replied, yup, I think Jill, did you copy that? Did you get that? Ms. Laffin replied, I did. Selectman Martin then said, so all we got to do is add it in there and then we can vote on it at our next meeting. I'm good with that. Chairman Morin asked, any other comments? So just divert to the next meeting. Selectman Martin said, according to the bylaws we have to have, amendment procedure, an amendment to these bylaws were moved at one Board meeting and shall not be voted upon until the next regularly scheduled meeting. Not less than seven days later. So, I would make a motion to amend the bylaws as amended by Selectman McGrath. This was seconded by Selectman McGrath. Carried 5-0.

C. Hudson Speedway Operating License

Chairman Morin recognized Ben Bosowski of the Hudson Speedway. Mr. Bosowski started by saying good evening. Chairman Morin asked him to state his name and address. Mr. Bosowski replied, Ben Bosowski, Hudson Speedway, 120 Old Derry Road. He went on to say, I'm back with a more in-depth plan of what I would like to do at the Speedway. I have contacted the Chief of Police and the Fire Chief about recommendations about what they would like me to do if this was approved. We came up with a pretty solid plan. I'd like to take you through it and answer any questions. I'm assuming you all have this. I emailed it to Steve. Pretty much, I'll just go by the bullets.

At the entrance of the beer garden there will be a bouncer checking ids. Anyone who is consuming alcohol will be given a wrist band so that the bartenders know they are a legal drinking age. So that they can't just try and sneak in. There will also be a manager on site who has taken the alcohol course required by the State of New Hampshire. That will be me. I've taken that class twice. It is very boring. I will also hire professionally trained bartenders to make sure that you know if anyone thinks they had too much or if they just think they don't feel safe serving them they will shut them off or just not serve them at all. I will also have security cameras in the beer garden area to monitor every possible area so that if something were to happen we at least will know what happened not just by hearsay. If you flip the page this is what it is now. It's still under construction. It never ends. As you can tell if you look to the right side there's two sets of free standing bleachers. That is the most shaded part of the property and that's where I thought would be the best part for it because obviously drinking and sun don't really mix that well. If you flip the next page over, this is what I was proposing it would be. The beer trailer would be tucked off to the left with picnic tables all along the side. If you flip the next one it's more of a zoomed in picture. You'll see the entrance where the bouncers will be standing checking ids. Then I have all the picnic tables in the shaded area. I was going to do a tent but I found out that they like to blow away and the owner of Lee Speedway just got rid of his because it kept blowing out on the track. I was going to do a tent but I just don't want it to blow into the neighbor's yard. I am in the process of looking into something more stable and more shaded than a tent. Then on the page here where it's the alcohol beverages, this pretty much states what the racetrack would have to do. I don't think I highlighted it for your folks but if you want to look at the second page from the back, letter N Racetracks, this is what I'm allowed to do through the State of New Hampshire. I will food there, obviously, I will have my concession stands there. It basically says no one can exceed two containers of alcohol at a time. It's two at a time only. It gets into some other little things but it's kind of self-explanatory.

Chairman Morin recognized Selectman Coutu who said, Ben, having sold a lot of alcohol in my lifetime. I'm very familiar with New Hampshire liquor laws as well as Massachusetts liquor laws. The only question I have is obviously I think it's a good idea to build something that's a little more secure than a tent for a lot of reasons. Your insurance company agent will be a lot happier with you if you didn't have the liability of a tent flying around. These have been annotated so, some of these laws have changed. The annotated laws for liquor. It was always my understanding that if you're going to

serve alcohol at the race track that they would not be able to leave the area in which you're going to house the alcohol, correct? Mr. Bosowski said correct. Selectman Coutu went on to say, you're going to keep them confined in there. Mr. Bosowski said, they cannot. If they're done drinking alcohol they may leave but if they're trying to take it outside the fenced in area they will not be able to leave. They'll have to stay. Selectman Coutu went on to say, so you have one means of access? So same area will be used as an exit? Mr. Bosowski responded, yes. Selectman Coutu then asked, and there will be somebody at the door monitoring those entering and exiting? Mr. Bosowski answered, correct. Selectman Coutu then asked, they'll be checking to see if there's any alcohol on the person? Mr. Bosowski replied, correct. Selectman Coutu asked, no bottles will be served over the counter or they gonna be poured or bottles and cans or cans going to be allowed? Mr. Bosowski replied, they have these new, they're like cans but they look like bottles. I don't like glass on the property anyway. So it will be either by a keg or by a can, the aluminum bottles. Selectman Coutu said, like the ones Bud Light came out with and they followed with Bud. That scares me because they're narrow, they're thin. Long neck they can easily be hidden. I'm concerned about people taking alcohol out onto the area where the fans are. It's a children's atmosphere and I'm concerned about that. So I hope it's well monitored if this is allowed to go through. That's my only concern. Other than that, thank you for providing us with a more detailed report. Thanks Ben.

Selectman Roy was recognized and said, so I just want to be clear. You are not going to seek permission to have, to be able to, for people to leave with that alcohol. Because the law provides that you can ask the Liquor Commission to. Mr. Bosowski responded, no if you're drinking alcohol you are staying within the confines of this, kind of corralled to one area. Selectman Roy said, I just want to make sure. That's all I have.

Selectman McGrath was recognized by the Chairman and she said, so, the bulleted list. You neglected to talk about proper signage being displayed. I just want to make sure that you're including that. Mr. Bosowski replied, yes, there will be proper signage when you walk in it will say, you have to be 21 or older to get in. I know the State law says minors can go in there accompanied by someone that's 21 or over. I personally don't agree with that. So probably what I'm going to do is that you must be 21 or older to stay in here to come in and flat out that's it. No one under the age of 21 will be able to go in. Selectman McGrath then said, and then you mentioned about and you were talking about item number N on page four or five. You mentioned that you'd allow two drinks at a time. Does that mean they'd be limited to two or that they're going to be a two fisted drinker? Mr. Bosowski responded, pretty much if they were to order a beverage they're allowed to order two at a time. They're not allowed to order, like if they're trying to buy a round for everybody they can't do that. How most of the other tracks do it is say you go to order a drink the max you get is two. They open it for you and they hand you the bottles. You can't order, say I want five beers or I want a pail of beer. You can't do that. You're only allowed to buy two at a time. Selectman McGrath then asked, so if they get two drinks at a time, I don't drink beer so, but if they got two drinks at a time, and then went back and they consumed the two drinks and then went back and got two more, are you going to be limiting the amount of alcohol that one person consumes? Mr. Bosowski replied saying if my bartender or my bouncer sees them, you know, one guy pounding, pounding two drinks at a time and goes an orders another two and does it again, then my bartenders or my bouncer will say cut him off. Selectman McGrath asked, that's going to be a policy? Mr. Bosowski replied, yes. Selectman McGrath then asked, is it going to be posted? Mr. Bosowski answered yes. Because I'm concerned about the overconsumption of alcohol and then this kind of environment and then driving. Mr. Bosowski responded saying, I totally agree with you on that. I'm going to make sure that I have my bartenders look and if I have to and if I have to I'll hire two bouncers one to stand at the door, one to walk around and make sure the peace is being kept. Selectman McGrath then added, I would like to suggest that if the Police Department finds that they're having increased numbers of DUI's in that area and it's caused by consuming alcohol on that site, that they notify us so that we can take action. Because it's a concern and it should be a concern for you as a business owner because you don't want to be facing a law suits that's going to end up causing you to lose your business. Mr. Bosowski replied, I totally agree. Selectman McGrath added, and we don't want to lose lives. Mr. Bosowski said I agree with that too. Selectman McGrath said, that's what I would suggest.

Selectman Martin was recognized by the Chairman and he said, just reading this Chapter 178 on the first page, number two, no person under age of 18 should be in the cocktail lounge unless accompanied by a parent, legal guardian or adult spouse. So, my friend can't bring my child under 18 in there. So I'm satisfied with that. And then, under the racetracks, it says the Commission may issue to any operator racetrack or designee a cocktail lounge license which will allow the licensee to serve liquor and beverages in such rooms or areas as located within the confines of the track and are approved by the Commission and only during the hours set by the Commission. So, then liquor and beverages sold by a licensee under the subparagraph need not be consumed with meals provided that suitable food service is approved by the Commission are available for patrons. I just wanted to say that the law is very strict. If the Liquor Commission is getting reports of excessive DWI's I'm sure you will get a visit. Cause they're very strict up there. I know there's concerns that children go there but children go to football. Children go to basketball. Children go to baseball. So on and so forth. All those venues serve alcohol even in Loudon. I'm in support of allowing the track owner to have his business prosper.

Selectman Coutu was recognized and asked, Ben are you in a position to provide a one million dollar liability policy? Mr. Bosowski answered, yes. Selectman Coutu asked, is that your intent? One million? Mr. Bosowski replied, yes if this got approved I would bump up my insurance rate. With the racing insurance I think I have a 2.5 million dollar policy on it because no insurance company wants to insure a race track but they're out there so someone has to. Selectman Coutu added, but liquor is a separate entity so you need a separate policy on liquor. It has to identify it's for liquor purposes. Mr. Bosowski replied, I can put that on my, I'm drawing a blank. Selectman Coutu added, you have a rider on your regular policy for your business policy. Selectman Coutu added, typically what we would do for anything that requires insurance like if somebody is having a social gathering and we think there's going to be cars involved we would like a copy of that policy. Mr. Bosowski replied, usually when I get my race permits usually I have to provide my insurance for that. I can also attach the liquor insurance to that as well. Selectman Coutu replied, please do. Thank you.

Chairman Morin said, I just have one question. You're still shooting for next year, right? Mr. Bosowski responded yes. This whole corona thing put a damper on everything. If everything's satisfied with you I'd like to get this approved and then start building it but not have it open until next year, next race season. Chairman Morin asked any further questions? Selectman Roy made a motion, seconded by Selectman Coutu, to schedule two (2) public hearings on August 11, 2020 and August 25, 2020 to discuss amending Town Code Chapter 264-4 A, Racetracks, Regulations and Chapter 158-4 Alcoholic Beverages, Restrictions, to allow for the sale and consumption of alcoholic beverages in a confined area at the Hudson Speedway. Carried 5-0.

8. NEW BUSINESS

A. Public Hearing - Outdoor Water Ban Fees/Fines

Chairman Morin recognized Town Engineer, Elvis Dhima. Mr. Dhima started by saying, thank you Mr. Chairman, good evening everyone. This is the third time that this Board has been talking about the outdoor water ban. Tonight we have a public hearing. We went to the Union Leader to advertise for this, we had it on Facebook and the Town website. We reached out to the Hudson Business. We reached out to Mrs. Collins. We haven't had any feedback as far as the fine goes. No news is good news. With that said, I'm in front of you tonight with two motions for the Board to consider.

Chairman Morin said, we did receive one email from, I don't have it in front of me. The Town Administrator said a south Hudson resident. Chairman Morin replied, yes, a south Hudson resident. Did everybody receive that? The Board members replied yes. The Chairman went on to say, so everybody's aware of the comments? Selectman Coutu said, that's full of innuendos.

Chairman Morin said, alright so we'll open the public hearing at 7:33p.m. Anybody in the audience like to speak on the public hearing? Seeing none we'll close the public hearing at 7:34p.m. Anything else you'd like to add? Any questions for the Engineer while he's here?

Selectman Coutu then said, not in response to the email that we received but while we have him, we'll take advantage of it. Selectman Coutu asked Mr. Dhima, have you seen the email? Mr. Dhima replied, yes, I scanned over it. There was very generic. Selectman Coutu then said, it was kind of a mixed use email, conflicting what's going on, what may happen down at the south end, with the overall water ban. You have an ability to keep things much shorter than I do so why don't you give the real meat and potatoes on this new water ban. People think that we're going to be shutting everybody's water off because of this and that's not what's happening. Not everybody thinks, some people think. Mr. Dhima explained, so the proposed water ban in front of you tonight is to provide the Town of Hudson with a mechanism to protect ourselves in case of an emergency, in case of something breaking in one of our crossings, in case of severe drought. Currently the Town of Hudson does not have that mechanism in place. They only have a volunteer one. We're one of the few communities in New Hampshire that has such mechanism versus everyone else has something a bit more robust. So if the Board's wish is to move forward with this it only means that this Town will have the means to protect themselves if it comes down to needing to cut consumption. Again, we will still be on Tier One. If things severe you go to Tier Two, which is a mandatory outdoor ban. It's an outdoor ban. It's not a water ban. It's only for outdoors. The third option is what most communities are doing right now which is a total ban. We as a Town are in a very good position it doesn't mean that we should not be proactive and make sure that we have everything in place to increase production and reduce consumption. That's where we're at. Selectman Coutu then said, but again, Tier Three, we're not shutting water off in people's homes. It's outdoor water use. Mr. Dhima echoed the statement, its outdoor water usage. Outdoors. It's not for indoors, it's outdoors. It's for lawns, it's for people filling up their pools, it's for people washing their cars during the weekends. Things of such. As of now, if the Board approves this tonight, we're still on Tier One. Volunteer water ban. Not any different what's already in place right now. Selectman Coutu replied, thank you sir, I appreciate it.

Chairman Morin asked, anyone else? Selectman McGrath was recognized and said, I just want to, when you say that this is for us, you mean for the residents of this Town. Mr. Dhima responded, correct. Selectman McGrath went on to say, for the safety of them and their ability to at least continue to have water. Mr. Dhima then added, domestic and fire protection, yes. Selectman McGrath added, just so that it's clear to the person who wrote the email I think he misunderstands what this really means and it's to try and keep people from being selfish and using the water that we may be in danger or actually losing and we'd have no control over that once it's gone, so. Chairman Morin asked, anyone? There's a motion at the bottom of the page. Selectman Coutu made a motion, seconded by Selectman McGrath, to approve the Town of Hudson Water Utility Rules and Regulations, Outdoor Water Usage Ban fines and fees schedule. Chairman Morin asked if there were any further discussion, Selectman Martin was recognized and he said, I want to jump in there. I just want to reiterate, water users. Not people with wells. The people who pay for their water from the Town. Thank you. Mr. Dhima added, correct. It's not applicable to the wells. We recommend it to them as well, but yes, you're absolutely right. Seeing no further discussion a vote was taken. Carried 5-0.

B. Draft Plan for Town Voting

Chairman Morin recognized Town Moderator, Paul Inderbitzen. Mr. Inderbitzen started saying, good evening ladies and gentlemen. I had sent you a copy of a draft plan that I had before some the decisions being made at the State level. So let me start with the passage of House Bill 1266. Any voter concerned about exposure to covid-19 is now allowed to submit an absentee ballot. The Secretary of State's office is going to be mailing out, hopefully next week, a notice and instructions for how to obtain an absentee ballot to every household in the state. So what I had planned on doing, the state is doing. So that's good. We saved a little bit. They're using their money. The form, "Application for Absentee Ballot" is available on the Town Clerk's webpage under Elections and from

the Secretary of State's webpage. You can download it, fill it out, and mail it to the Hudson Town Clerk's office or drop it off however you can get it here. Mailing is better because there's less exposure.

Now due to the strict requirements for public gatherings and safety of both the voters and the poll workers. I am strongly encouraging all Hudson voters to vote by absentee ballot. For the Primary on September 8th and for the Presidential/State election November 3rd. In person voting is discouraged for the safety of our fellow citizens and those who are working. Masks will be mandatory inside the Community Center. If you are not able to or do not want to wear a mask, please submit an absentee ballot. That's the way to go. Inside the Community Center we will have social distancing and an area leading up to the front door. Six foot markings we're going to put out within the building. We will try to keep the voting booths to every second or third booth. As a result the number of voters allow in the Community Center at any one time will be limited based on the space that we have. I anticipate there will be long lines if a lot of voters show up to vote in person. To avoid these backups it's best to use the absentee. It's what will make it easier for everybody to get their vote and get it counted. So if you have anything else in terms of the plan I have, any questions, I'm glad to answer them.

Selectman Roy was recognized and asked, so, I guess, how are you going to control capacity? First of all what's the capacity of the Community Center and once you reach that, how do you make sure nobody else comes in until it dwindles down on the other side? The Moderator replied, I ask the Chief, is there a limit of 50 people in gatherings under the Emergency Order? Chief Buxton answered, that did get expanded. But you're at 50% capacity of the occupancy and I don't have that number on me. The Moderator went on to say, but we're going to have at least probably 20-30 people workers. Selectman Roy said, right. So again, how do you control the capacity? Mr. Inderbitzen replied, so as people come in, well, what we're going to do is when see the booths filling up. And we're going to use every other or every third booth if we can. Some people are going to walk in and go into the booth next to somebody. It's going to be catch as catch can. But when we see them filling up we're going to tell the clerks stop until we can clear out some. So that's going to back things up. Selectman Roy then said, so you're not going to have like anybody at the door. The Moderator replied, well, I do want to have someone at the door and I'm hoping to have it a police officer for the day. Not the same one, I'm sure they can switch off. But I would like, in order to control this mask thing, I'd like to have a police officer at the door making sure everybody coming in has a mask on. Because we will have some people well, I don't have to wear a mask. Well, yes you do. If you don't want a mask then there's a provision in the law that allows us, go out to your car and someone will bring a ballot out to you. That's how we're gonna do it.

Chairman Morin asked, so along on Selectman Roy's comments, who's going to be on the other side of the clerks keeping control over there, cuz you're gonna have six foot but they're gonna extend out the hallway, out the door. So how we gonna control that? The Moderator replied, well we're going to have the six foot markings and the person at the door is going to watch to make sure that people aren't bunching up. Selectman McGrath was recognized and said, so Paul, a couple of things. The actual voting booths. If you're going to space them every two or three are you not going to hang a curtain on one or two of them so it's clear that those aren't to be used? The Moderator replied, well we could. Somebody said why don't you use crime tape? That would really go over well. No, we're going to try to see whether we either leave a curtain off or not. We're not sure how that's going to work out until we setup. We're setting up less booths because we need more space for the absentee ballot process. Which is going to be significant. Not so much for the primary but for the November election. Selectman McGrath then said, so the other question I have for you, I know what the absentee ballots look like. But can you explain them for the people that are watching this meeting so that they know that, as opposed to the media reports about absentee ballots and mail in ballots. There's a difference between the two. There's a distinct difference. The Moderator replied saying, New Hampshire has an absentee ballot process that requires a reason. Under the emergency it says right in here, I cannot appear, or I'm unable to vote in person due to concern for the novel corona virus covid-19. You're going to check that off and that's going to be your reason for submitting an absentee ballot. But you have to fill out. It's an application for state election absentee ballot. Selectman McGrath then said, but there's more to that. So then they have to put it in an envelope, they have to sign it, they have to sign the application. The Moderator interjected and said, oh no, this

is just the application. The application comes in to the Clerk's office and when the ballots are ready she will start mailing them out. Then there's a process and there's an instruction sheet that goes with it, Selectman McGrath then said, that's kind of what I'd like you to describe for the people that are watching this that might not be familiar with this. And if there's going to be a large number, people are concerned that their votes count. This is going to be a very important election. Mr. Inderbitzen replied saying, I'm hoping to also do some public service on HCTV, I've already talked to Jim McIntosh and wanted to do a couple of things with them and they can replay. And actually I'd like if Patti can be there, the Clerk. She wasn't feeling good today so she didn't come down. But she has the papers. Maybe if we broadcast them out. Put them up on the screen and show people what to do. You have to sign an affidavit and the envelope that has the ballot in it has to have your signature on it. Selectman McGrath then added, there's two people that check those in. I was one of them so I worked with one other person and she opened the envelopes, checked to make sure that the signatures matched and then those were eventually put through the ballot box by you and so then they were counted and then they had to be sectioned off and saved in a certain way. I forget what that process is. The Moderator went on to say, that process, we can't compare signatures anymore because of the Supreme Court decision. So we don't do comparison of signatures. But what we're gonna have to do with the new House Bill 1266, it allows us now to either on the Thursday, Friday, Saturday, or Monday before the election we're going to have a meeting, one day we can do it, and we're going to be opening the outer envelope checking to make sure the signature is there and make a marking on the checklist. No the official AV marking, I don't know why they didn't allow us to do that. So we're gonna have a meeting that's gonna do that so that on the day of the election all we're going to do is put the red AV in front of the voters name, open the ballot and process it. So the process you took part in is gonna be done ahead of time. Selectman McGrath responded saying okay. But another point to be made is that everybody that wants to file an absentee ballot has to be a registered voter. The Moderator responded saying yes. The first thing that they do when they get one of these applications in is check to see if they're a registered voter. If they're not a registered voter they are sent out an absentee voter registration packet. That's not the easiest thing to get. They're really expanding that. It's even hard on the Secretary of State's office because you're supposed to show up in person to register to vote because you have to have certain documents. That is now they're doing it with this application for an absentee ballot, if you're not on the registration list, if you have not been registered, you will be sent a registration packet with instructions on what to fill out, what you need to send back to the Clerk, copies of documents or you'll have to go in. Then you will be sent your absentee ballot.

Selectman Martin was recognized by the Chairman. Selectman Martin said, so, this application we're talking about. Who is sending that application? Mr. Inderbitzen replied, you have to request it. I wanted to send an application to every voter. Selectman Martin interrupted the Moderator and said, here's my issue, if the Secretary of State's office is going to send out that they're able to do this, why, why not add that application to their mailing? The Moderator replied, well, I originally until the Committee came out with that recommendation and the Secretary said we're going to do a mass mailing to every household. I was planning on sending out an application to every registered voter in Hudson. The cost of that was about \$19,000, because I was paying for return postage as well. Normally when you request an absentee ballot you get the ballot and your mail it back. But it's a special envelope. This is a ballot envelope. The post office processes it very quickly. If it doesn't have enough postage on it the Town pays the extra postage. They process and bring them in right away. They don't hold on to them. Selectman Martin said, I would recommend that we as a town send a application regardless of what the Secretary of States doing because what they're doing is obsolete. They're just notifying you that you can apply. The Moderator added, well they're giving instructions. I haven't seen it yet. We had a meeting a week ago. Selectman Martin interjected saying listen DOT is not even in the office so we can't even get anybody to do anything, so I recommend that as a town, like we did with the School ballots and stuff and we mailed those to the people. It shouldn't cost \$19,000 to mail a registration form for an absentee ballot to the residents in this Town. If it does something's wrong. Mr. Inderbitzen replied, well, I was doing it with return postage. I was saying, but if we could put this in something. Selectman Martin interrupted saying stuff that right inside an envelope, put a label, zip, gone. Mr. Inderbitzen said, I don't know if we have that capability or not. Selectman Martin said, we can find out. Mr. Inderbitzen then said, I had only looked into mailing out this with a notice and return envelope that was already postage paid. That's where the

money came in, the postage. Even the mailing out postage was pretty hefty. We don't have a paper now that we can put one of those in there, unfortunately. I think the people that want to do that will be doing it. We're hoping everybody does. I'll look into can we do just the absentee ballot request with a sheet of instructions and see what it would be to send that all out. Selectman Martin asked, there can't be that much to fill that paper out, right? Do, do, do, do, mail it in. they pay to mail it in then we mail them out the absentee ballot. Mr. Chair, I think we have to do something. Because I for one don't trust that the State is going to be very responsive to this cuz a lot of things are lagging at that level. But I think we should be proactive and send these applications out to every voter on the checklist.

Chairman Morin asked, is this the States responsibility? The Moderator replied no it is not. This was the committee that came up and said we really need to notify everybody if we're going to say you're eligible for an absentee ballot we need to let everybody know. The State said we'll do it from this office, the Secretary's office. Selectman McGrath was recognized and said, so just for clarifications sake, we didn't mail out ballots the last time. What we mailed out was sample ballots so that they'd see the School side and the Town side. Just for clarification because people are going to think, well, I didn't get a ballot. Sample ballot only. The Moderator added, we don't have a systems like California where everybody who signs up for it gets a ballot sent to them automatically every election and they just mail it back or drop it off at the post office. We will need to probably have a drop box, we have that mail slot in the door. Is that still there or did they take it out? The Town Administrator replied, we're getting permanent boxes installed probably this week. The Moderator then said, okay, cuz I think we'll need to do that that are secure, so that people can still drop them off. A lot of people gave their absentee ballots. They came in, filled this out, got their ballot and gave it right back to the Clerk. It's not going to happen this time. But people can still drop them off once we figure out how we're going to do that.

Selectman Martin said, I would be, I'll make a motion to mail a application for an absentee ballot to every registered voter in this Town on that list. I'll come in here and stamp, put sticker, I don't care. We need to get them informed. Chairman Morin asked, that's a motion? To which Selectman Martin replied, yes. The Chairman then asked, any seconds? The Moderator added, we should find out what it would cost just to do that mailing because my mailing, before I knew the State was going to do something, was going to be a little more expensive than just doing that. So I don't know what that would be. I don't know how we'd get the names and addresses. Selectman Martin said, you have them on the checklist. You have them on the checklist. The Moderator asked, but can we print labels for that, I don't know. Selectman Martin responded saying, I'll volunteer anytime. Saturday, Sunday, Midnight. I don't care. I'll volunteer. It needs to be done. Chairman Morin then said, at this point there was no second but he's going to get us a cost. Selectman Martin said, understood.

Selectman Roy was recognized and said, so, I don't want to discount Selectman Martin's idea but I think we need a plan, like a cost and who's gonna stuff those envelopes and all of those kinds of things. Selectman McGrath added, and the mailing labels. Selectman Roy added, and the mailing labels and everything that goes along with that, I don't think it's something that we can just sort of decide to do right now. And I do have one other question about in person voting if we can get back to that for a minute. Was there any provision to provide for, I guess, less voting booths, so that you could do the social distancing with the, did the legislature provide anything like that? Mr. Inderbitzen responded saying, they haven't yet and the voting booths that we have doesn't really allow for separation. Because they come in groups of five. Selectman Roy said, okay, okay, alright. Mr. Inderbitzen went on to say, so we really don't have the ability, not like individual ones that you can separate out. You've seen some nice pictures I'm sure, and I've seen them, of these little four quads and they have them spread out over a big gym but those are expensive too but we don't have the ability at this point to change that so we're going to be adjusting it. We are going to be, tomorrow I have a web call with election officials with Dr. Chan. He's going to go over the concerns and how to deal with safety and the covid-19 in the voting place. So I'm looking forward to that. He's going to provide. There's a bunch of questions that already been submitted by moderators and clerks and stuff. So that's tomorrow at 3:00p.m. and then Thursday I have my every other week the Secretary of State's office, we have a Zoom meeting of moderators. They're in the office. They're limited somewhat but they're in the office. We've had zoom meetings every two weeks one day for clerks,

one day for moderators and a day for supervisors. So they have been really, really working hard on it and getting all of this stuff done. They're providing all the PPE for us, we don't have to buy any. I think I sent you an email quite a while ago about that. The State is providing the shields, the masks, the face shields, gloves, the hand sanitizers, the wipes and for the voting. The voting will be a little different this year. If you're in person voting you're going to be checking in with the checklist. Normally the ballot clerks hand you a ballot. Well this time because they're going to be handed a ballot, a mat, because we can't clean the voting booth in between each voter. So you're going to have a mat that will fit on top of the table and a pen. State's providing all of this. So some towns have done it this way regularly. I said it sounds like a good idea here because that's too much for the ballot clerks to try to keep the books straight and do that at the same time. So what we're going to do is have tables behind the ballot clerks, a few of them. So you're gonna get for the Primary either a pink or a blue with an R or a D on it, square of cardboard or paper. You're going to take that to that table and they're going to give you the ballot, the mat and the pen. So, I'm putting, I have a bunch of people, the Democratic Party appointed a bunch of inspectors of elections, basically they're the same as ballot clerks. So I'm going to put them to work. But we didn't have any from the republican, so we're appointing our own. That's how we usually do it. They're going to be handing those out so when you go to the booth you're going to have a pen, a paper mat, I don't know how big it is, I haven't seen it yet. That's going to go on the table. You're going to use the pen, you can keep the pen so I imagine they're going to be small ones. Then when you go out the back you'll put your ballot in the box, and they'll be a recycling thing for the paper mat and you keep the pen. So that's a little different so I'm going to need some extra help there. I've got nine new people that are going to be trained. We're using the Primary as a training. I have a meeting, I think you all got notice of it, next Thursday. We're going to go over a lot of stuff. I'd appreciate it if many of you could make it. I know it's kind of tough, but extra meetings. Then we will have one right before the election, probably on that Friday with the Ballot Clerks. When we have everything set up.

Selectman McGrath was recognized and said, I have one question, and a suggestion. What's the number of registered voters that we have? Mr. Inderbitzen replied, our last number was, I have it right here, 19,052. A little bit less than that right now because people leave and register someplace else. But that was in the Presidential Primary. Selectman Coutu added, and we have a lot of new people who have moved into Town that haven't registered. Selectman McGrath responded, that's going to be new registrations. But right now, I don't necessarily disagree with Selectman Martin's comments or suggestions. But 19,052 mailing labels to have to type out and verify that you've got the correct information, that's a massive task. You might be here for weeks doing that. There may be a way, I don't know what type of program they use to create the check list, but there may be a way, because we used to do it for different things that I worked on, you could merge the information and it would create like a block, like name, address, state. Mr. Inderbitzen added in, I don't know if that's available from the checklist, maybe. Selectman McGrath replied, I know that, but it's something you could check on and that way you could use that, the checklist and then be able to create mailing labels and it would be fairly easy to do. The Moderator added, even if we did a household mailer, not to every voter, because remember, some households have 3-4 voters. Because you can copy this, there's nothing wrong with copying it or downloading it from the Town Clerk's website. But if we could do a mailing to every household, which is what I think we did with the School for the Town Meeting sample ballots. We could do that. I think I had a quote for that. It was like \$8,000-9,000. So that might be doable. But again, I don't know how they got those labels to send out. The printing company did everything. So I would go back and find out that to do that in the next week or so. Selectman Martin added, just one further comment, 19,052 voters at .55 cents is \$10,478.60. I'm just giving you a ballpark.

The Moderator went on to say, I sent you a copy of how I anticipate it, this is a draft of course of the layout, I had to cut out all these things. Thank goodness the Engineer sent me a blank copy of the layout. So cutting down the number of booths. We're hoping we're not going to have a large crowd. Now for primary, I don't think they'll be a problem. We usually have less than 3,000 that show up for primary. That's been consistent over the last ten years or so of primaries, which are every two years. However, if we don't get a big absentee ballot request for the presidential, we're going to have to think about still, in order to maintain the distancing, of using possibly the School or another place. I saw Teledyne is for lease. Can we rent it? The Town Administrator replied, I believe they have a

corporation that is going to be moving in. Selectman Coutu then said, somebody is moving in there. The Moderator went on to say, anyway, you can see what I did. We had a lot of tables that are going to be used for processing the absentee ballots. What we have to do then, because they're all going to be together in alphabetical order, the only time people will have to object will be that pre-meeting where we open the outer envelope and announce their name. That's the only time that we have to do that. So on the day of the election those inner envelopes are just going to be opened, put in a pile and run through the machine. Selectman McGrath said so you better bring plenty of throat lozenges for yourself. The Moderator said, I'm thinking of having a couple people do that. So we have to do that out in the open so we'll also do that probably the Thursday or Friday before Labor Day.

Selectman Coutu was recognized and he said, just so people don't get confused, obviously we have two elections. We have a primary in September and a general election in October. People want to apply for an absentee ballot for the primary, they can do so. The Moderator answered, this application has, you can apply for both elections on one application. Selectman Coutu then said, that wasn't said so I want to make sure people understand that. The Moderator said, you can do the primary and the general election on the same form. The Clerk then has to make a copy and keeps it separate for the next one. Selectman Coutu then said, now, what we're talking about in terms of sending the absentee ballots, well, you're talking about sending the requests, Normand. Selectman Martin said, the application for it. Just that. Selectman Coutu asked just that inserted in an envelope? The Moderator said, yes, with an instruction. Selectman Martin added, I think I would still want to put an instruction. Selectman Coutu added, well the State has an instruction sheet on it. The Moderator added, I'm waiting to see what the State comes up with, Selectman Coutu asked, I thought the State was going to send every voter that. The Moderator replied, no. they're going to be sending them a notice saying that you are eligible for an absentee ballot if you're concerned for covid and here's how to get one. Selectman Coutu then asked, so in terms of labels with names and addresses, there are candidates that are doing mass mailings in this entire region, Hudson included. They have the mailing lists and the label format that you can print out on the Avery mailing address sheets. There are some candidate that already have that. You might want to ask to borrow. They have every registered voter in the Town of Hudson. They're doing direct mailing. The Moderator said, they must be getting it from someplace. I went with Terry Wolf, I talked to her. She gave me the name of their person that they used. Of course when I was talking to the company it was all, we're going to have a mailing with an envelope with return postage on it and stuff. If we're just going to send this out to everybody, it will be a lot cheaper than the \$9,000 they told me. So we'll see what we can do.

The Moderator asked, anything else for the plan for the internally? The Selectman, I'm almost sure, that I'll have enough people for three shifts for the primary. Not for the general election. So we're not going to have food. We won't have to provide meals. Although I am looking at boxed lunches. So there's a couple places that will do boxed lunches. I was thinking a morning shift, an afternoon shift and then an evening shift. If I have enough people. Because it will be a good training ground on the primary for the general election. We really need to look at where we want to hold that November election if the Community Center is not big enough. If we get 70% absentee, we still have 4,000 people that are going to show up same day which is like a town meeting. Then we have those 9,500 absentee voters that we have to open and put through a machine. Chairman Morin asked, when do you have to make that decision for the November election? The Moderator responded, we won't really know until we see how many requests for absentee ballots we get. That will be the ticker. Chairman Morin asked, but shouldn't we have a plan in place? The Moderator replied, oh yes, I've already been looking at the layout. Remember we had a visit to the Memorial School. I've already been playing with the layout as to how we might deal with that. Chairman Morin then asked, we're holding all our Town Board and Committee meetings there. How long are you going to have that building tied up so we can give our chairman, you may have to reschedule your meetings. The Moderator replied, we've already set it. It's been set. The Thursday is going to be a setup. I haven't told Jess yet, because it's a holiday weekend, obviously Monday and they don't work Friday regular hours. We're going to set up on Thursday. Thursday night we'll probably do the absentee ballots in the setup the way it is. So Friday, Saturday, Sunday, Monday and Tuesday there's nothing else schedule there so we're okay. Wednesday they take it down and Chrissy did tell me that they do have something scheduled Wednesday evening. So we're okay. That's one of the first things I did, I said I want to lock these times in. I'll do that for November if we're going to consider doing the

Community Center. So everybody will be wearing masks all the time. We will have some face shields if people prefer that although I would wear a mask and a face shield. There will be gowns if you're going to have contact with people. We will have gowns available, gloves if some people want to wear gloves that's fine. We're gonna have the Plexiglas shields for the ballot clerks and the registration, same day registration is going to be problematic in terms of they have to handle a lot. We will have wipes so that if somebody takes their driver's license and puts it down under the little opening, the clerk can take the wipe and wipe that area. We'll talk about this at the initial meeting next week and then a run through on Friday of that weekend. The 4th I think it is. Then the weekend off then Tuesday will be the election.

Chairman Morin asked if there were any other comments. Selectman McGrath said, all I've got to say is God help us. The Moderator added, the primary I think will be okay. It will give us an idea of what we need to do for the November election. We're hoping, and I'll contact the Chief, and say look I think we might need one person in the parking lot and one person at the front door for checking people for a mask as they come in and that they stay six feet apart. I'm going to plan on doing a number of things with HCTV that they can replay. Hopefully we can have the application form available so they can broadcast it. If you're asking for the primary you have to say which party you're in. some people don't know which party they're in. you can go to the Secretary of State's office and there is a place you can find out what party you're registered in. you call up Hudson, you put in your name and date of birth and it comes up with your party registration. The change back process is still being looked at by the Secretary's office. There may be an automatic change back to undeclared or there may be a slip they will get and sign and put in a box so they don't have another spot to line up. Chairman Morin then asked, Mr. Moderator, we've got a long list, you got anything else on the plan, cuz all this is going to be discussed when you do your television shows and everything, right? Is there anything else? Anybody have anything else? Anybody have any other questions? Selectman Coutu said, just one. The meeting next Thursday, is at 7:00p.m. at the Community Center? The Moderator replied, 7:30p.m. HCTV is running a program from 6-7:00, so they'll be out of there by then. You should have got an email today. The Board thanked Mr. Inderbitzen for his update.

C. Covid- 19 Follow Up

Chairman Morin recognized Fire Chief, Rob Buxton. Chief Buxton started off by saying, Good evening Mr. Chairman, members of the Board. Just real brief. We'll be putting together for you, a written report on the covid events that have taken place since the June 28th meeting we had. That will come out by the end of this week. Just wanted to get consensus from the Board for two actionable items for this coming week. Opening of the bathroom facility at Benson Park and the ability to put the park benches back at Benson Park. Now that we've opened up the playground area, certainly getting some more foot traffic. Folks are going to start looking for those types of facilities within the park. Our numbers locally have been holding steady. We have about 10 active cases in Hudson currently. As a border community we're the lowest border community right now to Massachusetts. So the things we've been doing, mask usage, in Town, social distancing all that seems to be paying off for us but I think with the playground being open, you're getting more moms with kids down there that we need to have some sort of activity. My suggestion to you is very similar to what we did with the playgrounds, is to post a sign next to the entrance to the park and the bathroom that basically we're cleaning but we're not sanitizing every you know. Practice social distancing, we're not sanitizing, use at your own risk. Very similar to the process we did with the playgrounds, basketball courts and the dog park. That would be my suggestion for those two areas. I did talk with the Public Works Director. He is prepared to move forward with this for Monday if you guys agree to get Merri-Maids on track and then they can put a schedule together to get the benches put out. So that is very brief two things I want to get consensus on this evening.

Selectman Coutu was recognized and said I'm prepared to make a motion Mr. Chairman. Selectman McGrath asked, just a question about the Merri-Maids. Because they're going to be having to clean the bathrooms, on a regular basis, are we covered by insurance for them if they get sick? The Chief replied, they're a contracted employee through that company. Jess went over the cleaning for the facility itself. They're their own entity. That is not, in my eyes, a Town responsibility. Chairman Morin

asked, is the clearing going to be more at this point or we staying at the same schedule it was? Chief Buxton replied, it would be once a day as it was. Selectman Coutu asked the Chief, you're saying we can get everything, let's talk about the bathroom facility, can be opened on Monday. The Chief responded, we should be able to be open on Monday. Selectman Coutu then asked, benches are going to take some time. Are they going to be installed by Monday? Chief Buxton replied, it is my understanding that he (DPW Director) is going to put a group in to just get it accomplished. Selectman Coutu then said, okay, what's Monday's date, we can put that in the motion. Selectman Coutu made a motion, seconded by Selectman Roy to authorize the opening of the restroom facility and have the park benches installed at Benson Park effective Monday August 3rd. Carried 4-1 with Selectman McGrath abstaining.

D. DPW - Purchase Two Six Wheel Dump/Plow Trucks

Chairman Morin recognized DPW Director Jess Forrence. Mr. Forrence started by saying good evening. What a process we went through. Reading from the July 21st statement: Public Works has completed the bid process for the five (5) year lease purchase for the two (2) new six-wheel dump/plow trucks. We did receive three (3) very competitive bids which the low bid was Freightliner of New Hampshire which I will recommend to go with. These trucks will be used in all departments at Public Works. Public Works streets, drains, sewers, parks and of course the winter months. Funding will come through the following accounts; 5552, 5554, 5562 and 5556. We brought this down to Kathy. She went through all the financing of it and all the rest of it. Fits well within our budgeted figure. So we'd like the Board's approval to get a PO going on this, get it circulated and then hopefully get these trucks in before December. Selectman Roy was recognized and said, I was going to make a motion. Chairman Morin then said, anybody have any? Nope. Selectman Roy made a motion, seconded by Selectman McGrath to purchase two (2) six wheel dump/plow trucks to Freightliner of NH, the lowest bidder, in the amount of \$269,216 and enter into a five (5) year lease purchase as recommended by the Public Works Director and the Finance Director. Carried 5-0.

E. Electronic Time Keeping System

Chairman Morin recognized IT Director, Lisa Nute. Ms. Nute started off by saying, good evening Mr. Chairman, members of the Board. At your June 23rd Board of Selectmen meeting you inquired from Town Administrator Malizia what employees were using to record their time. You had asked that I come back and talk about what we might be able to do for an actual check-in/check-out of time using what we currently have for tools or software in house. So, I wanted to just, I don't know if you can see it, but I just want to show you very quickly what my department uses. This is a fillable form, a timesheet in excel. Employees put their name, you put the date, say the 18th and it automatically fills in tall the dates for that week. If they are having to work weekends or whatever, they would simply drop down the payroll code, is that a regular workday? Are they working from home? Are they out sick, whatever? They would, let's say my people happen to have to answer a call at one in the morning or something. They would make that 1:00a.m. They ended at 2:00a.m. for that emergency and it automatically calculates one hour of time with the payroll time "call back" it tallies at the very bottom, their total time and then for Payroll Clerk, an easy summary at the bottom, that was 32 hours regular, eight (8) holiday, one (1) call back for a total of those hours. I would review this, verify there's nothing I wasn't expecting and then after they've electronically submitted it to me, I then electronically submit it to our Payroll Clerk. That's an example of what a majority of our employees are doing something like that. This form is available on our public drive.

The Fire Department and Police Department are using scheduling systems. It's not actually a check-in or a check-out, but they do a schedule and then those hours show up, like for Dispatch, they see that I'm supposed to have these officers on today. The Supervisor still has to confirm, yes they're in, no this person happened to call our sick or whatever. They make adjustments of some sort or change hours if somebody is now off court, something like that. There is one department who is using a true check-in/check-out but they're just starting with it. In fact, not actually starting with it, they're just setting it up now. That is DPW. Where they just went and purchased a cloud version software where

their employees will carry a card. There is a piece of hardware that we lease, they swipe their card as they come in and it tallies their check-in time. They swipe it going back out so that's capturing for reports etc. Employees who might happen to be quarantined for covid or for some other reason, are working at home, they can also use their mobile device to check-in without having to physically be in DPW. I did include the cost of that system here for you tonight in case you did want to have some consistency between departments down the road or in the future. Chairman Morin asked before you go any farther, if we just purchased this for the DPW why didn't we just purchase it for the rest of the people that need it? Instead of doing one department at a time? Ms. Nute replied, there didn't seem to be a need to do anything other than what we were currently doing until this Board brought this up. So, that's your prerogative, again I...Chairman Morin interrupted Ms. Nute and said we've had this discussion in the past for time cards here. That's my, we've talked to you about this in the past. And I understand that we just said this but how recently did you purchase that software? Ms. Nute replied, I didn't purchase anything but DPW did, I believe July. So it was just recently. Chairman Morin said, July. This July. Ms. Nute replied, yes. They had it, I believe they had a purchase order in February and then when the Board said to stop spending due to covid, I believe they felt the need to hold off. Chairman Morin said, I understand that. When did this Board decide we wanted to look at a time card here? Selectman Roy said June, June 23rd, I believe, that's yeah. The IT Director replied, June 23rd. Chairman Morin said, June 23rd and you just purchased this in July for the highway. The IT Director replied, Mr. Chairman, I purchased nothing and I don't know what the...Chairman Morin again interrupted the IT Director and said, whoever purchased it but if we're buying something that's a timecard and we need people to look into it, again, why aren't we taking this stuff for the Town where we need it here and if it's gonna work there we could have done it all in one shot for both buildings. I don't understand that. We talked about this in June and this was purchased in July. So did they do this without you at all? This is something they did on their own? Selectman Coutu said, it hasn't been purchased. Chairman Morin said, what's that? Selectman Roy said, no it has. Selectman Martin said it has been, she didn't purchase it. Chairman Morin then said, I get that, but again, we're not working together obviously. Selectman Roy said, there was no coordination. Chairman Morin replied, exactly. Selectman Martin interrupted saying, there was no coordination from the purchaser. Selectman Roy then said, can I ask that question? How much work did you do with the DPW Director to decide to purchase this particular system, when it was going to be purchased and all of that stuff? Ms. Nute responded saying, I believe the process of this is that there are other highway departments, DPW's using this particular software. They apparently had a need, decided this was something they were going to purchase, who was involved in that, I don't know, and I just am bringing that to your attention so that if you want to keep some consistency between departments it might be worth looking at the cost, but it's not free. I was tasked with coming back here and give you something free. I just thought it was responsible to show you that there is a true check-in/check-out. We haven't looked at how it's going to be yet, but...Chairman Morin interrupted Ms. Nute and said, let me make something clear Lisa. We're not here after you. We understand what you were told to do. It's just again, here we are dealing with something that we asked to be done in June, in July, without coordination we purchased a product that we're looking for, that nobody worked together on that we possibly could have used here so now we're going to be delayed more where we've already got a system that we could possibly use. That is the issue here. That is the issue here. And again, there is no coordination. I don't understand why you as the IT Director weren't involved in purchasing software for this Town. I don't get that. Ms. Nute then replied, maybe when you see the cost you'll understand that this is not something you can use with the same bottom line. So you are purchasing this system for your town hall, for wherever else you want it. HCTV, Senior Center, that's the same cost per building and if you want more than one door you need to lease the equipment for each of those doors. So, Selectman Morin said, I understand that. So now we're gonna have Telestaff, we're gonna have the highway one, we're gonna have whatever we do here. So we're going to have three separate systems. At this point. Am I right? Ms. Nute responded saying, just to be clear, the Telestaff system and what police is using, IMC, is not a check-in/check-out system. That is nothing but a scheduling system. They, the Fire Department pays for 100 licenses. They use 60 of those. Chairman Morin interrupted Ms. Nute, saying I'm very familiar with that. Trust me. Very familiar. I'm just trying to make a point here. We're gonna have three separate systems that are gonna take care of time cards in this Town. Right. And again, I'm gonna say, we asked that this be done and I apologize for coming on you but unfortunately you're here tonight presenting stuff that I don't understand why you don't, aren't involved in. Ms. Nute replied to that saying, okay. I see your point. Absolutely, IT needs to be part of the business

discussion and I have said that all along. I make sure that I reiterate that in every Department Head meeting when we have something. We can't be at the end of things. But do feel you need to just see that cost and it's an option for you if you would like to go that route.

Selectman Coutu was recognized and he said, Ms. Nute. Let's take a step backwards. The Public Works Department have they ordered any of this? Any money committed? Ms. Nute responded saying, yes sir. Selectman Coutu then went on to say, it has been ordered? By who's authority? Ms. Nute then said, by the Department Head, I would imagine. Selectman Coutu then asked, to whom? Directly to the vendor? Ms. Nute replied saying, I think that you'll need to check with the Department of Public Works Director. Selectman Coutu interrupted asking, were you involved with the purchase? To which The IT Director replied, I was not. Selectman Coutu then said, so you were excluded. Ms. Nute replied saying, well, I apologize, let me at least say this. They found the program that they wanted and they just confirmed that this was something that could work on the network. It was just a cloud based system so I did have John take a look at it and confirm that there's nothing that's going to be interfering with our network or security issue or anything like that. Selectman Coutu then asked, total cost? Ms. Nute replied, you have that on page...Selectman Roy asked, but that's to add for the Town, right? Do you know what the DPW spent? Or maybe Mr. Forrence can answer the question. Ms. Nute then said, the cost is for you on the last page of your document. There's an \$800 one time setup fee per system. If you wanted to do that for the five locations, well for the locations you asked us to look into here tonight which would be Senior Center, HCTV, Town Hall, possibly two doors, and the Hudson Community Center, that's five locations, that would be \$4,000 for the one time setup fee. We would be looking at approximately 40 additional employees, so that's \$1,920 per year. It's \$3.00 per employee card. The first 30 are free so that's ten additional cards we would need for another \$30.00. Your first year is just under \$6,000 and every year thereafter, you're looking at \$1,920. Chairman Morin then said, before we go any farther, Jess can you fill us in how this all took place? The DPW Director, Jess Forrence then said, this started with us looking into payroll well into springtime. We were that early. What our problem is our payroll is very confusing, very technical. The guys go from overtime to double time to second rate. All the rest of that. So payroll Monday morning is a disaster for the girls. Not only for the girls but for the foremen that have to write it up. So we tried looking into a system. I contacted other towns, what they do. My wife works for the City of Manchester. I talked to her and what they do on split shifts and all the rest of it. Then I talked to the same company. Had them come down, talk to us on what they could do for us to help make things a little bit easier. They gave us a pretty good price from what I understand for the grief we go through every morning, every Monday morning. We went through with it. It was my decision. I talked to Lisa on it just for the hardware part of it. How we could get it to our desktops to our phones. So if somebody's still out in the field and they have to do payroll Monday morning they can do it from their phones. So it was just a better thing to do. Selectman Roy was recognized and she asked, and what was the cost for your department? Mr. Forrence replied, I can't recall. Selectman Coutu asked one thousand? Ms. Nute said to Mr. Forrence, this is what Cheryl gave me and I just, \$800 for the equipment and how many employees do you have? So it's \$4.00 per employee. Mr. Forrence replied, 26. Selectman Roy then said, but do they only do, you only do one door, right? So it's \$800 for the. Mr. Forrence replied, it's not going to have anything to do with our walk in door. The guys don't use the walk in door. Selectman Roy then said, okay, I'm sorry, the setup fee. The \$800 is only. Mr. Forrence interjected saying yes, the onetime setup fee. Which we are still working on for them writing it to actually reflect the contract that the guys work under. Selectman Roy then asked, and then it's gonna, how many employees do you have? Mr. Forrence responded saying 26. Selectman Roy then said, so whatever four times 26 is. Selectman Martin interrupted and said, times 12. That's \$1,248 dollars. Ms. Nute added their cards are free because the first 30 are free. So they waived that fee for them. Selectman Martin then said, the card fee they waived but the monthly subscription fee is for a year is \$1,248. Selectman Roy said, okay.

The IT Director then said, I really would like to back up and the discussion that you had during your June meeting was, you know, free. There is a free option if again you do want a fourth thing in Town. But I just want to show it to you on the screen. It's nothing more than a simple excel spreadsheet with a punch in/punch out button. There's a little program that runs behind it. But you know, you still need a manger to run a report and take a look at their employee time. We would install that on everybody's desktop. So you come in, you go log in. If you forgot your password it looks like you're going to be

late. But you punch in. it would be per department that it's loaded because one person can be in at a time. If somebody's locked it up you it's like hey, who's in it, I need to punch in kind of a thing. So that's why we would do it in individual departments. The cost is very minimal it's just to setup. Because it is a small program running in the background we currently block that because you could get an email that comes in and has an embedded program. No different than this which is a security risk. So we actually don't allow things like that. IT would just need to do some time here and make sure that it's secure and make sure that it can be just limited to this spreadsheet and this particular program. So we would have just a little extra work on that.

The second option you might want that is less costly than the DPW system is to expand on what we're currently using at the Senior Center. They, I don't know if anybody here is familiar with that, but if you go to the Senior Center as a senior citizen or a member there, you log in, I'm sorry, you carry a card, we're all familiar with these Town ID cards. This is what we would use. They would add a barcode to it or theirs is printed out with a barcode. They go in and they scan to as system that looks like that and they drop, it shows their picture that recognized them. They drop down a list and they pick the activity they want to go into and they go off and do their yoga or their knitting or whatever else. They come out of it. They come back, they swipe again. It recognizes their picture and they drop down the menu and they check out of it. So it's keeping track of the time they went in, the time they went out. So we could expand this system and do basically a payroll one. There is a thermometer there if you want to tie that in. it's not like it's live. It can't tell that you are 97.5 you still have to type that in my temperature is. But it might just be a way to consolidate the temperature station. This would be running off a PC obviously. So I need electricity and network wherever this is located. So you may not be able to drop it right at the foyer door if there's no electricity there.

Selectman McGrath was recognized and said, so Lisa, on that particular application, first of all let me just say, I'm not in favor of any of this. That's number one. But number two, if this program were being utilized would it be on everyone's computer or would there only be one or two computers set up and they'd have to stand there and wait in line to actually load in their information. Ms. Nute replied, the latter. Just like the seniors do. Selectman McGrath then said, so that might be more applicable to the Senior Center where their paychecks aren't relying on what they're putting into the system. And that's, you know, they could afford to stand there and wait to be able to populate the system. So I don't think that, even though it's probably cheap, I don't think that that would be a good option. Ms. Nute then said, I did give you pros and cons on all of these systems. This on as well is a problem if you have people quarantined or working from home. This one you can't do remotely. Both the DWP system and that simple time check-in/check-out excel. Selectman McGrath interrupted saying so your excel sheet that you're talking about, that you use in your department. Do other departments use that as well? Ms. Nute replied, yes. I don't know if it's the exact formula's that I have but they could use this form too. It's available on the network for anybody. Selectman McGrath then said, that's easy enough to use. And not costly. Ms. Nute responded, right. I have not had any issue with that. Selectman McGrath then asked, so that's what they, I mean I have a copy of a timesheet. I requested it to take a look at it. This is similar to what we used to use at BAE. Didn't populate like this but we had bid codes and contract numbers and all of that that had to be populated. This is an easier process. Chairman Morin asked if Selectman McGrath was all set. She replied, I think so for now.

Selectman Coutu was recognized and said Selectman McGrath peeked my interest in a comment she made. I think that before we go any further we better find out whether or not there are three people that support this. I agree with Selectman McGrath. I'm not in favor of all this. So that's two. Selectman McGrath then asked, can I add a couple comments? So, we have professionals that work for the Town and we've got different locations. We've got professionals over in the Fire Admin building. We have professionals in this building. We have professionals scattered throughout Town. Is this going to apply to each and every one of them if we adopt something like this? Or are there going to be people that are going to be exempt from this process? Does this apply to salaried people, which are considered exempt people? As opposed to non-exempt. How is this going to be taken care of? I think it's inconsistent, the way that it's at least being discussed and I'm not voting for it so. Chairman Morin asked Selectman Martin, you all set? She replied, I am, thank you. Chairman Morin went on to say, first of all it's not inconsistent. It's a way to track our employees. You know why we're talking about this tonight. You were involved in those discussions. We also had a group in this

building that were texting each other saying, hey I'm gonna be late or I'm not coming in today. And this gentleman had no idea they were not in the building. That is not good for our taxpayers. That's why we're doing this. People are exempt, absolutely. But there is no reason why they can't check-in and check-out so we know when they were. Firefighters do it. Police Officers do it. The Public Works people are going to do it, the senior people do it. It's time we just make it a standard procedure so everybody is treated the same. And again, we'll get into this later. We got another system that came in and there is no coordination. That really irritates me. Really irritates me cuz somebody didn't do their job again. Selectman McGrath said, I have no idea what you're talking about. The IT Director said, I just want to make one clarification. Police and Fire are not checking in. So it is already inconsistent. Chairman Morin replied, but are police and fire documenting their time when the people are there? Yes. That's what Telestaff is. I'm very familiar. We had to fill it out every morning that these firefighters were here from 8:00 in the morning til 8:00 the next morning and that's how their timesheets are done. So that's what it's used for. Ms. Nute responded saying yup, and we area also keeping track of our time on a timesheet. So it's a supervisory process that we're talking about. It might be different between departments. I don't think it really matters too much on the tool. It's the process. Chairman Morin replied, well we have too many tools. That costs a lot of money when we have all these different tools instead of using one tool.

Selectman Roy was recognized and she said, so I said it before and I'll say it again. I think we have an obligation to protect the tax payer dollars and we need to make sure the people we are hiring are working the hours we expect them to work. As a professional officer, I had to swipe in and my commander could check to see if I or any other person in the command was coming in coming out when they were supposed to. And I wasn't an hourly employee. I was for all intents and purposes a salary employee. That doesn't mean that I wasn't required to work a certain number of hours. Usually on a fixed schedule. So I don't understand why we shouldn't be able to have a system that shows our citizenry that we are effectively using the taxpayer dollars we are given to pay our employees. Right, and that's not to say that employees are not coming to work. I'm sure they are. I'm sure a huge percentage, 98% of them are doing what they're supposed to do. But we have no system to check to see if that 2% is not doing what they're doing. That's where I, I think we do need a system that tracks a time and although it costs a little money, I'm looking at this DPW system that again, there's a lack of coordination which I'm not gonna discuss that with the two of you, but it seems to fit all our needs. So if the Assessor for instance is going directly to from his house to a site or whatever, he can log in and still get credited for that. We can also see if people are working more hours than they're supposed to and we can recognize those, we can start to recognize those kinds of trends. But to not have anything, I think is no longer an option.

Selectman McGrath was recognized and she asked, Jess, did you have a check-in system before? Mr. Forrence replied, we still have a timeclock system. Right now we're not gathering it because of the covid, but as long as I've been there we have never had a problem with either people showing up late or leaving early, but we still use the timeclock. Selectman McGrath then asked so this process that you're exploring, that will just enhance it and make it easier for them to calculate the hours and the segmentation of those hours. Mr. Forrence replied, correct. Selectman McGrath went on to say, so that's different. And they've been using a timeclock system. Mr. Forrence then said, excuse me, this is solely for overtime, double time, second rate, help with the earned time. So forth. That's the reason we didn't have any problem like I said with people coming in early. Selectman McGrath responded saying, yeah, I get it. She went on to say, so we, and I don't know if everybody got it, I got an email and I shared it with the Chairman and Mr. Malizia from one of the employees that was working, sent out an email at 8:55p.m. that she was working from home and sent out this email just because I was part of the Board that she was notifying. So I wrote back to her and said make sure you put in for your overtime pay because it was four and a half hours after she would have normally checked out. We're going to be losing that type of activity. Because people upstairs, people throughout this building don't feel that they have any, there isn't any kind of a trust level for them. There's no respect and it's troubling that we may end up losing good employees because they feel so disrespected. Selectman Martin said, I just make a comment. Chairman Morin said yeah, you can go first. Selectman Martin went on to say, Mr. Chairman I need to tell you that even though government and private business is run differently, I don't punch a clock. I fill my time in on a timesheet cuz that's what my employer told me to do. But we have hourly employees. I'm an hourly employee but I don't

follow into the category. They have to be there at 6:00a.m. and punch the clock. They punch in a number boo, boo, boo, boo and they're done. Okay. To sit there and say that it's bothersome, we're gonna lose employees. It's accountability. You pointed it out at one meeting that you were here for something in particular and you saw four or five employees, after 8:00 a.m. come in to work. You work. You start at 8:00 o'clock you should at least be at work early. 8:00 o'clock is being here at 8:00 o'clock is late. 7:45 is early. We need accountability. Not having accountability, we don't know what the people are doing. It's not about trust. It's not about trust at all. It's about accountability. And we are taking the baloney for it because prior Boards of Selectmen refuse to do this type of stuff. Zero % Zero % Zero % and now we got, we're stuck with the situation and I'm ready to fix it. Thank you Mr. Chairman.

Chairman Morin said, you know you made that statement twice, we're gonna lose good employees. Is that an implied statement or is somebody actually told you they're gonna leave because they feel like they're being disrespected? You made the statement last meeting and we're gonna discuss that late in Selectmen's Comments about the same thing when we were talking about reviews, that we're going to lose good employees and they're not valued. Did somebody actually say that to you? Selectman McGrath responded, it's implied and I've been around long enough that I know. I know how I would feel if I weren't, if the level of trust is gone, I wouldn't stick around. I'd be out the door and I'd be looking for something else. And if you have a mass exodus you're going to find out how difficult it's gonna be. Selectman Martin said, I'll volunteer. Chairman Morin said, I can tell you again, it's implied and why are we here discussing this Selectman McGrath. Why are we talking about a time clock? Tell me. Selectman McGrath replied, I am not going to get into that with you. The Chairman replied, okay, that's what I thought. Thank you. Selectman McGrath replied, you're welcome. The Chairman then asked, any other comments? Selectman Martin said, no sir. The Chairman then asked, what do we want to do? Selectman Roy was recognized and she said, I'll make a motion that we purchase the Kronos Checkmate Workforce software for the Town, umm, and all the appropriate support requirements as outlined in this memo. Selectman Martin seconded this. Chairman Morin said, motion on the floor by Selectman Roy, seconded by Selectman Martin. Any further discussion? Selectman Coutu was recognized and said, I hope you understand, that despite what this says, Kronos is very, very expensive agency to do business with. Selectman Roy asked, is there other costs associated with this? Ms. Nute replied, not that I'm aware of. Selectman Coutu said, there's a lot of annual fees. Selectman Roy said, it's spelled out here. Selectman Coutu said, they go up constantly. Ms. Nute said, right, this is an annual recurring. It will go up. The Chairman asked, do we do that on other software? We have annual fees and things like that. Selectman Roy interrupted asking, licensing fees and stuff? Ms. Nute replied mmmm. The Chairman went on to say, right so it's nothing new. Selectman Coutu then said, it doesn't bother, I guess, some people, that the tax payers are going to pay a fortune for this in the end. It's going to be ongoing costs because somebody came into work late five minutes. This is absolutely. To want to approve something without really looking into it, the total overall cost and there are other things we can do. How are we gonna deal with contracts with employees when now you're gonna have salaried employees are gonna be required to punch in. we're gonna require every single employee in this building to punch in, right? Chairman Morin replied yeah, they're just gonna, when I got here and when I left. If they're not here, if they're exempt, as we had said to the Town Administrator, when the exempt employees are taking a day off, they're to call him instead of their little texting group within their division. Like that was happening. That's what started this Selectman Coutu. You need to remember that. This isn't something we. Selectman Coutu interrupted asking how many people sir? One or a hundred? Chairman Morin said, say that again. Selectman Coutu then said, how many people were texting back and forth saying...The Chairman interrupted Selectman Coutu saying you had a whole division doing it Selectman Coutu. Selectman Coutu asked, how many people in that division? Three? Chairman Morin replied, I'm not gonna give you a number cuz it will kind of stand out. But you know. We had this discussion as a Board in non-public. Selectman Coutu replied, well, I asked a question, was it three.

The IT Director said, I have a question, please, if I may be part of the discussion before a vote is taken. I just, out of curiosity, if this is accepted here, I as a manager with people in two different buildings, would like to know how I would be expected to have two people do one thing and somebody else do another. I would not want to have to be treating my people differently. It's a

question and I'm just not sure how that would. Chairman Morin said okay, okay. So right now, and I'm gonna say this again, we got a system at the Senior Center. Right? Selectman Roy said that's what, correct me if I'm wrong but that's for the users of the Senior Center right? Ms. Nute replied, that's correct. Chairman Morin interrupted saying that's not the importance. Selectman Roy then said, that's not for the. Chairman Morin interrupted Selectman Roy and went on to say, so we have the software the Police use to keep track of their employees when they're working. Ms. Nute said, it's a schedule. Chairman Morin went on to say, then we have the software that the Fire Department has, Telestaff. Ms. Nute again said, a schedule. The Chairman said, okay. Then we have how many different systems in this building to keep track of whose working? Tell me. Ms. Nute replied, a form. We have a form. We don't have a system. Chairman Morin said, okay, so we have three different systems now. So actually we're gonna have four systems because Public Works just got one. So why now are we worried about not treating people fairly and the same. If we've already got four systems. Ms. Nute then said, excuse me, Mr. Chairman, it doesn't have to be a hostile work environment. The Chairman replied, it doesn't have to be but you know what I keep hearing this things, if we're so concerned about not treating people fairly, then why hasn't this come up ten years ago? Instead of buying a brand new system that doesn't match any of the other systems? I don't understand that. The IT Director responded saying, because we're talking about the same union now where it wasn't that case before. If you had somebody...Chairman Morin interjected and said, it has nothing to do with unions. Ms. Nute went continued saying, I have three people in the same union. The Chairman said, has nothing to do with unions. The IT Director went on to say so you will be asking two of my people to punch in a card. And then I have somebody sitting at the Police Department who would not have this, be privy to this equipment, so I will have somebody. I'm just asking the question Mr. Chairman, how I handle that. Chairman Morin recognized Selectman Roy who said, why wouldn't they just log in remotely? The, right. Ms. Nute replied that's true, they could, thank you. Ms. Nute went on to say, again, I just want to be clear too on the schedule that the Police Department has and the Fire Department has. Yes, it's scheduled that you have these people coming in at 8:00 and you have these people coming in at 6:00 and you have these people coming at 7:30, whatever. It doesn't mean that they didn't come in at 8:05 or 8:10. No different than the Town employees who are doing a manual form or an electronic form. It's a supervisory process here where Fire or Police, in fact I know for a fact when Police suspects they have somebody who's not showing up for roll call on time or whatever, IT would go and run a report for the Chief, hey, can you give me a report on so and so and since they punch a card to go through a door, it was very clear that this person was coming in the door at a different time every day or whatever. So it's a scheduling system. It's not a punch in and a punch out and I just want to make sure that's clear. Chairman Morin responded saying, I understand that. I understand it's a scheduling system. But it documents when they were there, correct? Correct? Selectman Roy said, you just said that. They swipe a card. They swipe a card. The Chairman said, it documents when they were there. Ms. Nute then said, the door system. I'm talking totally separate door system. Select Martin started to ask it doesn't, when Selectman Roy interrupted saying wait a minute, wait a minute, so that door system, that swipe system, is that associated to the security system? Ms. Nute replied, correct. It has nothing to do with the payroll. Selectman Roy then said we had, I had talked about that before. Chairman Morin said we did also. Selectman Roy said to him yeah, yeah. Like if we had a swipe system in each of the buildings it wouldn't be connected to a payroll system it would be more to a security system. So you would know when somebody swiped in and swiped out. Chairman Morin said, I'm finding it kind of hard where the Police, since we're talking about Police, have roll call a half an hour before they start and they don't get paid for that half an hour. So. Ms. Nute responded saying, I was just using that as an example off the top of my head. I'm just..The Chairman again interrupted Ms. Nute and said, but, but, you made a statement that that's how they do their system. They're not getting paid for that half an hour for one and they get there a half an hour ahead of time. Ms. Nute replied, I'm sorry, I didn't mean to be literal. I just was trying to show an example if the Police Chief suspected or a supervisor suspected there was a problem they happen to have that security system as a fall back to say okay when exactly were you coming in and out. The Fire Department doesn't have that. Town Hall doesn't have that. So our systems are simply, like Telestaff, a schedule or the employee going into a fillable form and saying these are my hours and the supervisor agrees or the supervisor says no you came in at 8:05, go adjust Telestaff I guess. So, you know what I mean? So it's not a true check-in/check-out is all I'm trying to say. Chairman Morin replied saying, Police and Fire are bad examples and here's why. They're emergency services. They have to be there. You can't come in five minutes late. You can't. The way it works is if you

coming in five minutes late, you're getting somebody to cover you. So somebody's there. It's documented. Ms. Nute then said, a secretary could or a...Chairman Morin interrupted Ms. Nute and recognized Selectman Martin who said, so why don't we talk about the security system because right now during covid, right, we're in covid state that side door is locked. So all employees have to use a key to unlock it. Right? The Town Administrator replied, when they first get here in the morning, before 8:00 it's unlocked. After they all arrive, after 8:00 it gets locked. So if you leave during the day you have to unlock it to get back in. Selectman Martin then asked, so would it behoove us to put keycard access at all the entrances to the building? And then we have something to fall back on if when we want to run a report? Chairman Morin said, well before we do that we have a motion on the floor that's been seconded. Selectman Martin said, okay.

Chairman Morin asked, any further discussion on the motion? Selectman McGrath asked, can you state the motion? Selectman Roy said to purchase a Kronos Checkmate Workforce Software as stated in the memorandum from the IT Director. Chairman Morin asked, all set with that Selectman McGrath? To which she replied mmmm. Chairman Morin asked, all those in favor? At this time Selectman Coutu said to the Chairman, question. What line item is the money gonna come from to pay the thousands of dollars the tax payers are gonna pay for this? Do you have a line item for this, where all this money's going to come from? This is addition to what's in the budget. Ms. Nute added, correct, this is not in my budget. Nor would it be related to. Selectman Coutu asked the Chairman it's gonna be several thousand dollars right? Chairman Morin said, any other discussion. Selectman Coutu said to him, I didn't have my question answered Mr. Chairman. I deserve an answer. Chairman Morin said, no you get the (inaudible) Selectman Coutu said, where are the taxpayers, where are we gonna get, where we gonna get the money? What line item we gonna take this out of to purchase these systems? Chairman Morin replied, I find it kind of funny that we do this kind of stuff all the time and it's not an issue unless you're against it but that's okay, that's your choice. That's why we have five members. Any further discussion. Selectman Coutu said, it surprises me that you only talk about stuff like that when somebody opposes you. Chairman Morin said, that's my...Selectman Coutu said, when somebody doesn't go along you find a way...Chairman Morin interrupted him and said, exactly and that's my right as it is your right sir. Selectman Coutu then said, I think the voters have a right to know where they money's coming from. As Selectman Coutu was saying that last sentence, Chairman Morin recognized Selectman Martin who said, contingency, contingency. Chairman Morin then said, excuse me, and I think the voters have the right to make sure the money they're spending and making sure the employees are getting their monies worth. Selectman Coutu then said, I want to assure the voters of this Town, that the people who work at Town Hall, they know them, are giving them full value for their money. If the three of you don't believe that. I do. I've been here 12 years. I don't have a problem with the people in Town Hall. This became an issue, it's a personal thing between two Select Board members, Selectman Morin and Selectman Roy, made a big issue about people not showing up and we're gonna get time clocks and we're gonna do this and we're gonna do that. You know, you've disrespected our employees enough. Let go of this thing, once and for all. And let's have a little more trust and work better with our Department Heads. If there's a problem here the problem is the Board of Selectmen. We run this Town. No one else. So we have a problem and there are other ways of handling it without having to spend thousands of dollars to do that. At this point Selectman Roy said, Mr. Chairman. While Selectman Coutu continued speaking saying, and to subject our employees to ridicule and distrust is going a little above and beyond. And I hope the voters remember this. That our employees...you can laugh all you want! Selectman Roy said, Mr. Chairman, can I? Selectman Coutu said to her, and you can try to interrupt me all you want. I have the floor. Show a little respect. You don't have any respect...Selectman Roy interrupted at this point and said, when you start doing that I will do that. Selectman Coutu kept speaking saying, you're going to show me some respect. Chairman Morin said, hey. Selectman Coutu went on to say you may not have respect for our employees. Selectman Roy yelled, point of order Mr. Chairman. Point of Order. Chairman Morin said exactly. Are you done? Selectman Coutu said, no I have the right to speak. Chairman Morin said, continue but cut, watch the insults. Selectman Coutu said, don't tell me what I can and can't say. I have a right of free speech. And I'm an elected official. The floor is mine, you gave it to me.so let me have it. Chairman Morin interrupted saying so then finish. Selectman Coutu said, don't try to ridicule me like you ridicule everybody else in this building. I won't take it. I've had enough. I want to assure the voters that our employees are upstanding, dedicated and committed to their jobs. This is nothing but a witch hunt. Thank you.

Selectman Roy was recognized and she said, so as Selectman Martin stated, it is about accountability. And part of the problem that we have is this Board and previous Boards refuse to set a standard and have employees adhere to a standard. And quite frankly, what is going on here, for the most part, is the inmates are running the asylum. For lack of a better term. And we have no idea what's going on. And to Selectman McGrath's point, if we have an employee that's sending out an email at 8:55 p.m. at least we have a way to document that that's happening too. What is the trend? Is the trend that people are working you know, 50 hours instead of 40? Cuz if that's the case I want to know that because I want to be able to recognize those people. So this idea that this idea that there's some trust issue is just bull. It is an accountability issue, we've all had to do it. We've all worked for people that make us accountable for our time. When I bill a client, I have to be accountable for my time. I have to be able to prove that I worked those hours. So to not expect every employee to have to do that is ridiculous. Chairman Morin then said, I'll tell you what Selectman Coutu I guess it's gonna be a long night because you just related and Selectman Roy hit it right on the head, at times the inmates are running the asylum and this has to do with the review issues that we're gonna be taking up later. So I guess it's gonna be a long night. Chairman Morin then asked, any other discussion? Seeing none, all those in favor? Motion carried 3-2 with Selectman Coutu and Selectman McGrath in opposition.

F. BOS Input - Impact Fee Ordinance

Chairman Morin recognized Brian Groth, Town Planner. Mr. Groth started by saying thank you Mr. Chairman, good evening everyone. To be clear, I'm here to discuss our impact fee policy. I'm not here to discuss the merits of any particular project. In doing our due diligence and planning ahead, looking at what's coming, I'm requesting the Board's input on a matter related to our impact fee system. Our impact fee system has room for improvement. We've identified some of those rooms for improvement and we look to take those on in the future. But as we see a very large project before the Planning Board today, it kind of brings the issue to light. I believe there's an opportunity, with flexibility in our current impact fee system to best serve the Town's interest.

As you may know, RSA 674:21 requires municipalities to return impact fees collected, but not spent, within six years. Under the standard use of our impact fee ordinance, monies may only be spent on roadway improvements to either increase capacity or improve safety. Sort of a narrow scope. As we are preparing the impact fee report for fiscal year 2020, it appears that there's a possibility that we'll have to return some money. This is a situation that we should avoid moving forward. Before I direct your attention to a specific zoning ordinance I would like to conclude my opening remark with the conclusion that it's my opinion that it would be prudent to consider giving the Town flexibility in the collection of impact fees by exercising section 74.3.B of the ordinance, particularly for large projects in the near term, until we've improved the system in place. This mechanism that I'm putting forward might best serve the Town interests. So I'm here tonight to gauge the Board's opinion on this matter.

So if you go to the handouts, I had printed Article 14 "Impact Fees" and before the first section of 74.1.B I highlighted a few lines but I'd like to first skip ahead to the second page, on back of the first page if you're double sided. 74.3, in position of a roadway improvement impact fee. Particularly B. what this provision allows, and this has been vetted with Town Counsel, is that if a person, or an applicant were to propose other things as part of the impact fee that their particular application owes, the Planning Board can accept that. That can be a myriad of things from recreational amenities, energy efficiency projects, building improvements, facility upgrades, and this reverts back to the RSA of our impact fees which defines a very wide range of things the impact fees can be used for. So, as we move forward and develop new mechanisms within our impact fee ordinance, we don't have those right now. But in the future we can. We can do a variety of things. We can do a public safety impact fee. There can be a number of things. There truly can be. Basically we need to, the Planning Board just simply needs to create a methodology which requires hiring an expert to do that analysis. So until then, I would suggest this Board and the Planning Board consider utilizing the provision of 74.3.B in order to give the Town ultimate flexibility and not be stuck we can't spend and have to return in the end. Thank you.

Chairman Morin asked, do we have any accounts right now that are impact fees that we cannot use because the way the system is set up? Mr. Groth responded saying there's multiple nuances to what we have in place. Coming into the position we had three zones identified throughout Town. Then at some point in Town it turned into, it was three corridors, pardon me, then at some point it turned into two zones. One thing I'd like to do is first identify those old three corridor accounts. See where that money was collected and then allocate those into the zone accounts so we don't have five different accounts trying to do two things. Second of all, there's some accounts that were collected for specific purposes not necessarily under the guise of impact fees, but they're in those accounts. There's some accounting and legal work that would need to be done. We're just about to wrap up the cap fee report for fiscal year 2020 because we're required to within one month at the end of the fiscal year. At the moment, because of time constraints and given the workload, I'm working with the Finance Department to, well, first do this report the way we normally have done in the past and working with the Finance Department improving the reporting system and accounting system so that it's not just a one shot of a spreadsheet, but it's actually analysis of each account. So we know we're we stand. We don't want to end up in a situation where Londonderry was in several years ago where they held on to money too long. So, I'm sorry I didn't answer your question totally directly but there's a lot of different scenarios in the mix.

Selectman McGrath was recognized and she said, so in answer to your question about the cap fees that are collected, there's a sunset on some of them. They have to be utilized in is it five years? The Planner replied, six years. Selectman McGrath went on to say, so if at the end, towards the end of that time, if the money hasn't been used expressly for the impact that was donated, then that has to be returned. So that's an important concept to understand. My concern, and I've already talked to Brian about this, and it's something that I've mentioned at this meeting in the past when the former Planner was here and failed to calculate a cap fee for a large development, out on 102. So the former Chairman of the Planning Board negotiated, or allowed the attorney for the developer to negotiate instead of paying an impact fee, which is for the roadways, and the impact to the roadways, offset improvements that were necessitated by the development itself. So that wasn't a true impact fee. If the Planning Board had done their due diligence and the former planner done his, those offsite improvements would have had to have been paid by the developer. Then an impact fee on top of that for their impacts to our roadways system, our corridor system, so the tax payers wouldn't have to foot that bill. We got short-changed by what was it over \$100,000? Mr. Groth responded, it was about that. He then asked, may I expand on that point? So in that particular scenario, the improvements that Selectman McGrath are referring to are what we call offsite improvements or exactions. These are the infrastructure upgrades that, if I want to go build a restaurant somewhere in Town, and I need a curb cut and I need all these other measures to make my project work, that's my financial responsibility. What impact fees are for is for the proportionate share that your development has an impact on all of Town. Not just your little island. So it's where the offsite improvements and exactions are, it's not a proportionate thing. It's all yours. That applicant, that developer they need those things for their application to work. Impact fees are different. These are for the proportionate share and their impact to the community.

Chairman Morin asked, anyone else? Selectman McGrath was recognized and she said, just to continue, so the impact fees that I think Brian is talking about, so like if the Police Department, we're looking at an expansion for the Police Department and larger developments might have an impact on that facility. You may need to hire more employees, you may need more space for them. It's that type of thing. Same for the Fire Department and Chief Buxton was before this Board probably about two years ago or so. And one of the things that he mentioned at that particular meeting was that the Fire Department was, they weren't necessarily being called to fires anymore. Those are, fortunately, we don't have a lot of fires. But we have a lot of medical calls. So you need paramedics, you need people that are fully trained in medical types of emergencies. And that's putting, the 55 and older and the 62 and older developments, which were common, and still are, and it's because of the density that they're allowed for these types of developments, so they can build more units on smaller piece of property. It's putting an impact on the Fire Department because they need to be able to respond to all of these calls. So impact fees for the Fire Department might be a necessity. For some of the, not the large development, although, it might be part of the large development that we're looking at now. It's those types of things that as opposed to just roadway impacts. So that's what Brian is talking about

and having the Planning Board and this Board agree that we need to look at those types of impact fees.

Chairman Morin asked anyone else? Then said, so what are you looking for from us Brian. The Town Planner replied, well. I was looking sort of the Board's thoughts on this. So to reiterate long-term, I do recommend developing different methodologies for different types of impacts. With the Fire Department for instance. A development might come in, this is completely hypothetical, it might not necessitate a need for an entire truck, but maybe it necessitates the need for 1/5th of a fire truck. That's the proportionate share. So that's what I'm suggesting newer methodologies should address, are things other than the roadway. Because we have a great roadway impact fee system and believe it or not, I've seen tremendous progress in the data we've seen from the traffic lights just in the past two years I've been here. But in the near term, it's this passage of 74.3.B that allows the Board to, what I would like to avoid a situation where the Planning Board only collects, strictly within the confines of a roadway impact fee and we're just not able to spend it on a qualified project in the time limit. Whereas through a process I'll have to move forward from here, it's going to take a lot of work, we'd be identifying what would be the appropriate amount to keep dedicated towards traffic and what are the potential appropriate other uses for that amount. In a manner in which we don't, the Town doesn't lose. Selectman Roy was recognized and she asked, so, I just have two questions. First of all as to 334-74.3.B it says a person may request. Can the Town request that the development do that kind of thing or does it have to come from the developer? Mr. Groth replied, I think it's appropriate for it to come from the applicant but I also think it would be appropriate for the applicant to have that recommendation to move in that direction. Selectman Roy said okay. And then my next second question, just cuz I think I'm a little unclear, I understand short-term about using 337-74.3.B but are you also suggesting that we do a superseding ordinance to address where the impact fees go? Mr. Groth answered, well here's the good news, so when I said there's room for improvement in the ordinance, the room is built in by the ordinance. So the ordinance authorizes the Town to create methodologies for different types of impact. So right up in the front in the ordinance it basically pulls language from the RSA's. the different types of things the impact fees can be used for. They include public facilities, water, sewer, school, library almost anything under the sun other than maintenance of things that you have already. The notion is that whatever developments come in, are propagating a need for additional things that we don't have today. So within this we have the flexibility. What has been done today under the guise of the ordinance, is we have a school impact fee, associated with residential development. We have a traffic impact fee, largely associated with commercial, lightly with residential. Then we also have recreation contributions associated with residential. What I'm suggesting is other methodologies could be developed from public safety and things like that. Selectman McGrath said, we also have a school impact fee. Selectman Roy said, he said that. Mr. Groth said, for residential. What comes to light, I really think it could be a good mechanism for the Town to develop a funding mechanism for our capital improvements plan. I know we did the update last fall. I've already started looking for more information to supplement that, I want that capital improvements plan to be as complete as possible. But by modifying and massaging our impact fee system I think we can establish something that provides some funding to that plan for our critical infrastructure.

Chairman Morin then said, so, if I'm correct, the ordinance already says we have the leeway to do what you're asking to do. Mr. Groth said, correct. Initially I thought we might need a zoning amendment but upon further review, the flexibility is built in. Chairman Morin asked, somebody want to make a motion that he moves forward to do these alternate? *Selectman McGrath* said, I'll do that. By the way, Dave Lefevre has reviewed what Brian is proposing and is in agreement. So whatever the motion should be. We don't have a sample motion. Chairman Morin said, what did you say again you can do within the ordinance? Mr. Groth said, well, I apologize, I should have had a draft motion. So there's two items. The short-term is does the Board support the Planning Boards exploration of using 74.3.B in the near term. In the meantime, we develop additional methodologies. Chairman Morin asked is that acceptable? The Town Administrator said, yes, it's reasonable. Selectman McGrath said it is acceptable to her. This was seconded by Selectman Martin. Chairman Morin asked if there was any further discussion. Selectman Coutu asked what is the motion. I never heard anybody word out a motion. Chairman Morin said, Brian read it and Selectman McGrath said that. Selectman Coutu said, the utilization of 334-74.3.B? Mr. Groth said, it would be to support that the

Planning Board explore using that 74.3.B in the near term and long-term, in the meantime, we develop additional methodologies so it's more clear for every application coming forward. Selectman Coutu asked, when the new methodologies are developed, will we be presented with them for? That's a Planning Board action, correct? Mr. Groth said, correct, and that will take some time because we'll have to hire a consultant for that. Selectman Coutu said, I'm good. Carried 5-0.

G. Benson Park Kitchen Building Roof

Chairman Morin recognized the Town Administrator who started by saying, so, I believe Mr. Chairman, you handed me this document from Mr. Empey, Chairman of the Benson Park Committee, expressing concern that the temporary roof on the kitchen building over at Benson Park, is failing and starting to cause leakage. Mr. Empey went out to get a quote to replace that temporary roof with another temporary roof. This is not the \$80,000 tile job, but we need to do something. So, what Chairman Morin asked was if we could find some money. When I looked through our budget we clearly are not going to spend money on "Supervised Play" this summer because we're not running a Rec program, so we'll have a surplus of funds there. So I thought if the Board was amenable, you could transfer money from "Supervised Play" to the Benson Park account. Again, this is not budgeted in Benson Park. It was not budgeted for this year. But frankly, you need to do something. So putting on a replacement asphalt type roof for \$4,000 will at least give us time so that if the Board can either get grants or try again to get that historical tile on there, we have time. We need to do, according to Mr. Empey, the Board needs to do something. I've put a motion together here to transfer money to replace that roof with another temporary roof. Chairman Morin asked, any discussion? Selectman Coutu was recognized and he said, it says here in Mr. Empey's letter that, is he saying that the temporary roof has a 30 year expectancy? The Town Administrator replied, the new temporary roof would have asphalt shingles so it would be up to 30 years. Typically the warranty is longer than the paper rolled roof which is leaking. For \$4,000 I frankly think it's a pretty good deal. Selectman Martin added in, it's a nice looking roof and it costs less than \$80,000. Selectman Martin made a motion, seconded by Selectman Coutu, to replace the temporary roof on the kitchen building at Benson Park with another temporary roof with the funds to be transferred from the Recreation Supervised Play, Seasonal Salaries account, 5821-104 to the Parks Division, building maintenance account 5556-224. Carried 5-0.

H. Recreation Director Interview Committee

Chairman Morin recognized the Town Administrator who said, so in anticipation of hiring a new recreation director, we've put out advertisements and we've probably attacked 30 or so from indeed which is an online service and some number of other applications. Typically the Board for a higher level, higher profile type or important positions, is typically have a screening or interview committee before it comes to the full Board. So what I think is prudent is at least myself and possibly two Selectmen to participate in a screening committee to go through goodness knows how many resumes we're going to attract, narrow it down and do a first round of candidate interviews and then develop candidates for the full Board to interview. Could be three, could be four, could be five. But it would be up to the full Board in the end to interview who the screening committee thinks are the appropriate candidates for the position. We've done this in a lot of other positions and I just think we need to set it up sooner rather than later. Selectman Roy was recognized and she said, as liaison, I'd like to be on that hiring interview committee. Chairman Morin said, that is you? He then went on to ask, does anybody else have time to do interviews for the Rec Department? Selectman Coutu replied, I am willing to serve. Selectman Martin then said, I am willing to make a motion to appoint Selectman Coutu and Selectman Roy to the Recreation Director Interview Committee along with the Town Administrator. This motion was seconded by Selectman Roy. Carried 5-0.

9. REMARKS FROM THE SCHOOL BOARD - no School Board member present

10. REMARKS BY THE TOWN ADMINISTRATOR - Mr. Malizia stated by saying, just a couple of quick things. Our annual audit is scheduled to begin, I believe, August 10th. This year is probably going to be different. Probably going to be a lot more remote. We're using Plodzik and Sanderson, the firm we've used for several years. Quite a few years actually. They have our file. I expect no issues with the audit this year, but it will be starting August 10th. Preparation has already started but they typically get into the books then.

Just another quick note. There's going to be some milling work on certain streets starting next week. Central Street from Library to Ferry Street. Library Street from Central Street to Ferry Street and Highland Street the eastbound lane only. Just so motorists know. There will be signage out there. It's on the webpage, but just so people know to expect potential delays next week at the beginning of the week with the milling. Milling is when they grind down just a few inches of the pavement. They're not a full replacement. Just to let everybody know that that's coming. The more we can get it out there the better off we are. I think that's all I have.

11. OTHER BUSINESS/REMARKS BY SELECTMEN

Selectman Martin - Selectman Martin started by saying, thank you Mr. Chairman. Again, the Budget Committee is not meeting next week but we will be meeting in September to pick a candidate if there's any candidates and to go over presentations of covid-19 expenses from the Town and the School.

Then I just got one other thing. Have we gotten any information with regards to credit card fees? Mr. Malizia responded saying, I'll have to follow up. I'm not aware that we found any freebies yet, but I'll have to follow up. We had a conversation regarding it. Selectman Martin then said, one thing I encourage is if we can contact the State to find out. Mr. Malizia responded saying, we did contact the State. The State eats the fee. The State pays it. It's in the State budget. Selectman Martin question that saying they eat the fee? Selectman Coutu then added there's no free credit card companies out there. I can assure you. Selectman Martin then said, that's the answer I was looking for. Mr. Malizia said, the State absorbs the fee. Selectman Martin said okay. Chairman Morin asked if he was all set and he replied, yes sir, thank you.

Selectman Coutu - Selectman Coutu started off by saying Mr. Chairman, I think that if you would talk to the Fire Chief to see what we could do this year for 9/11. I don't know how we're going to do it but we have to give it some forethought. I know we usually take it up. You usually bring it to our attention around the first or second week of August. I think it's time we start thinking about that because last year we did an outstanding job. Other than that, I have nothing.

Selectman McGrath - Selectman McGrath said, I don't really have anything other than a question for the Board. I attended a Municipal Utility Committee meeting a week or so ago. We used the Community Center but there were only three Board members, myself, the Clerk and the Town Engineer. So I was wondering if we could have those meetings in this room because it's never going to be a large number of people. People from the Public don't come in. It's a relatively small meeting. Chairman Morin responded saying, I had that discussion with the Fire Chief and the problem is if we allow one, the others are going to request. And where we're doing this for the safety of everybody, I understand what you're saying because I have a committee that's very small too and had the same, but that's what we had discussed. It's just the safety of everybody and that type of situation. Selectman McGrath replied saying, I just told them that I would check with everybody here. Because it seems like overkill going to the Community Center. Chairman Morin replied, unless the Board. Selectman Coutu asked, what time do they meet Selectman McGrath? Selectman McGrath replied, 7:00p.m. It's not televised. They're not televised meetings and we were out of there by 8:15p.m. the other night. Selectman Coutu then said, I was thinking the HCTV meeting room. That's a place they can meet that's much smaller than the Community Center. That's a lot of electricity and whatever for four people to sit there. Selectman Roy then asked, does that allow for the social distancing even for that small group? I'm not sure. Selectman McGrath responded, it absolutely did. Well, no different than in this room because like I said there were the Chairman, the Vice-Chairman, and one other member. There's a fourth member. He didn't come

because he doesn't want to attend meetings under the current circumstances. Chairman Morin said, I'll run it by the Chief again tomorrow. Selectman McGrath replied, it's just a small group. She had big files that she had to lug up to the Community Center. I just thought it would be worth bringing up and seeing if we could accommodate them. Chairman Morin said, I'll run it by the Chief and send you an email tomorrow. Selectman McGrath said, thank you. That's all I have.

Selectman Roy - Selectman Roy said, so first I want to pass this out. I'm going to ask that one of these be in the record but if you could just pass that around. She then went on to say, I received an email from a citizen on July 23rd that quite frankly, stunned me. I'm requesting that that email be made part of the record and I'll indicate that I just passed the email around. The email concerned the Town Administrator's annual evaluation and potential raise. It contained information that was discussed in the non-public portion of two of our past meetings. The only way he would have known of this information is if a member of this Board discussed the matter, as the discussion, and certainly not in the detailed manner this citizen relayed, does not appear in our minutes for those two meetings. I don't understand why a member of this Board would break the trust of not only fellow Board members but the trust of the public. What could possibly be the motivation to break the confidentiality of these discussions? What would one sincerely think this spurious activity would accomplish. I'm disappointed that there was such an error of judgement on someone's part that is here to represent the citizenry.

So the question becomes where do we go from here? The issue is not if there has been a violation of the public trust, it is what we, as a body will do to address this. And what I'm going to suggest is that this Board supports that any discussion of non-public session, by any member of this Board should be met with sanctions. That this current matter be referred to the Town Ethics Committee for investigation and follow-up recommendations to this body. Pending the outcome of this investigation the underlying subject matter of the investigation be tabled. And finally, any member of the Board that meddled in this matter by sharing sensitive information would recuse from any vote on this matter. I just find it ridiculous that, and apparently not every Board member received an email from that citizen, that a Board member would share that kind of information with a citizen, again, it's not part of the minutes. It's not part of any public document about this discussion and it's frankly disappointing and right now that's all I have Mr. Chairman.

Selectman Martin said, I don't understand where this is coming from. Selectman Roy replied, somebody in this room had a discussion with that citizen about things we discussed in non-public session. Selectman Martin replied, okay, laughed and went on to say, I read this and excuse my language I call this a pot stirrer. Right here. I have no reason. I go home from here. I quarantine myself. I will tell you that. I have never had a discussion or a coffee or dinner or anything with this gentleman. I'll tell you that frankly. I'm not mad at you or anything I'm just speaking my peace here. Whoever did it is wrong. I don't know who did it. Selectman Roy replied, I agree. Selectman Martin went on to say, but I think it's somebody who prior served on the Board, who knows how to stir the pot. That's what this email is. Selectman Roy replied saying, and that could very well be. Selectman Martin went on to say, I'm saying it publicly. So if you want to call me and talk to me, I will say it. I'll say it publicly. This is a pot stirrer. I have no reason. I believe everybody in this room has no reason to go and discuss Steve Malizia with this gentleman. None at all. I think it's a pot stirrer. Selectman Roy interjected saying, except for somebody did. Except for somebody did. Selectman Martin said, name the person! He needs to name the person. Selectman Roy said, that's why I call for an investigation from the Ethics Committee. To find out who that person is. Selectman Martin went on to say, he should name the person. He had the audacity to write this email. Name the person who did it! Because if you can't put it on this email then stop accusing people! My opinion Mr. Chairman. Selectman Roy then said, that's what the Ethics Committee should find out. Who told him that information? That's what I contend. Selectman Martin said, I agree with you. I agree with you. It's wrong. Selectman Roy said, okay. Selectman Martin then again said, I agree with you it's wrong. But I'm willing to tell you that this pot stirrer right here, William Cole, I'll say the name, provide us the name. Thank you.

The Chairman recognized Selectman Coutu who said, Jill on the, it references Tuesday July 28th, which is this meeting. Was there anything that was published from the previous meeting that would have given today's date that we were going to review the Town Administrator's annual salary in non-public? Has that been published? Ms. Laffin responded not that's I'm aware of, no. Selectman Coutu asked,

we didn't seal the non-public? Selectman Coutu then said, oh, the review is held separately so you're not in the room when we're doing the review. Ms. Laffin responded saying, correct. The meeting minutes from last meeting were not sealed. Selectman Coutu replied, okay. Thank you Mr. Chairman. I just wondering how they got the date. I thought maybe that was it.

Chairman Morin said, there is a process, if you would like to. Okay, just wanted to make sure. Selectman Martin asked, do you need backup on this? I'll sign that petition too. Chairman Morin then said, and I got to say, the other selectman that got this email was myself. How convenient. Kara. Selectman Coutu then added, I got it. The Chairman questioned, you did get it? Selectman Coutu said, I got it. I have it in my phone. You want to look at it? Selectman Martin said, I didn't get it Mr. Chairman. The Chairman then said, I just found it kind of convenient because we were only aware that Kara and myself got it. Selectman Martin then said, so he's insinuating, he's insinuating somebody in this room said it. If you want to. I'll tell you directly. If you want to insinuate a Selectman has violated a confidence of non-public, call us out on it in public. We should have the thick skin to run for office, we have the thick skin to take the punishment. I'm sick and tired of this bs in this Town. Selectman Coutu said, there's no real punishment. You get sanctioned. We've done this before in the past with another Selectman. Selectman Martin then said, this is bs Mr. Chairman.

Chairman Morin asked, anything else? Kara, you got anything else? Selectman Roy replied saying, no I just do we want to talk about the recommendations I suggested? One I think the first one that any discussion non-public session by any member of this Board could be met with sanctions is a policy change. I'd be happy to work with Selectman Martin if we want to do that. The Town Ethics Committee, I know, Mr. Martin has just said he would support that, again, just maybe a consensus of the Board. And do we want to table the underlying subject matter until the investigation is complete? Selectman Martin said no. Selectman Roy said, let's have a discussion about it. I mean, you know, I'm asking. Any member of the Board that meddled should recuse themselves from any vote for that. The Chairman said why don't we take one at a time, how's that? Okay Kara the first one. Selectman Roy said, any discussion of non-public session by any member of this Board should be met with sanctions. Again, I think that would be a policy change we would have to draft. Selectman Coutu said, there's an RSA on that and, Selectman Roy interrupted saying, it's 41A, yes. Selectman Coutu went on to say a member gets sanctioned. Which it just means you were sanctioned. What does it mean? Nothing. You've been reprimanded verbally, that's all that is. Selectman Martin interjected saying, just to give comment Kara, Selectman Roy on that, if any member of this Board were to violate we have that RSA but to prove, show the proof. Again, there has to be some kind of proof. Selectman Roy then said, right so that goes to the second one. Selectman Martin interrupted saying, this is not proof. Selectman Coutu said, ask him. Selectman Martin responded saying no, I want him to come here and tell me in public session who did it. Selectman Roy then said, well I think it goes to the second one. I think that one of the roles of the Town Ethics Committee is that they would investigate that. So does the Board support us going as a Board, as opposed to an individual, having the Ethics Committee do an investigation? Selectman Coutu then said, Mr. Chairman, I'm not aware that the Ethics Committee is an investigative body. I think that they receive the complaint and ascertain whether or not it's in their jurisdiction to hear the case. But they're not an investigative body to my knowledge. What they do is they invite witnesses to come in and testify to whatever is alleged. I just went through it with them, you went through it, you went through it, I mean it depends. Any citizen can file a complaint, but I don't think Kara, they're an investigative body and again, I don't think you're going to get much unless somebody's going to stand up and say yeah, I sat down and talked to him and told him. But I hear it's the talk of the Town, just so you'll know. That's what I'm hearing. It's the talk of the Town. This would be to call him in and say, do you want to call someone out? I'm not afraid of him coming in and saying who did it. Selectman Martin added, me either. Selectman Coutu went on to say, I didn't talk to him to give him any information that would bring to light that we were having a meeting tonight in non-public about this. So, I'm not concerned about it. Selectman Roy then said, so, just so I'm clear. It's not only that he knew when the meeting and when that non-public. That third non-public. Selectman Coutu asked, well, we're talking about it. Selectman Roy continued, saying, but there were elements of the discussion we had previously that are outlined in there. The only way again, cuz I checked the minutes, that's not spelled out in any of the minutes. Selectman Coutu added, the numbers surprise me, we'll let it go at that. Because that's intricate detailed knowledge. Selectman Roy then said, again, if the Board is not going to go forward on an ethics complaint, I probably will. Chairman Morin said, we can go forward with it,

they're not investigation, but they can bring him in and get information. I mean. Selectman Coutu then said, you're going to file an ethics complaint against a citizen? You can't do that. Chairman Morin said, in that case he is a citizen yes. Selectman Martin added, ask him to come here August the 11th is our meeting, right? And name us. I'm ready, in public, right here in front of me. I don't care I'm ready. Because I will tell you I have never, ever, ever sat down with that man in public or anywhere as I have a hundred percent confidence none of the rest of you have done that either. Selectman Coutu said, I have. Chairman Morin recognized Selectman McGrath who said. Well I have. I walk talking to him the other night at the Planning Board meeting, he sits next to me. Selectman Martin responded saying, that's understandable but to have discussions about this leak? I don't have the opportunity, I don't have the time, I have my family at home. So I want to hear who it is from the person. If you're going to send this to the Board of Selectmen, come out here and make it public to me. Or don't send the email or the accusation. Chairman Morin responded saying the odds are he's not going to come. Selectman Martin said, odds are he's not going to come so this is going to die by the wayside. Chairman Morin said, what would you like to do? Selectman Martin said, I don't feel that the Ethics Committee is going to go and investigate this. If you did do it you're not going to stand up there and say, yeah, I did do it. Selectman Coutu said, I would if I did it. I would stand up, I'd say I did it, I screwed up, but I didn't do it, so. Selectman Martin said, I would absolutely stand up. But, it's a pot stirring email. If it's the talk of the town, I haven't heard it. I live on Edgar Court. The Chairman interjected saying, oh, no, hey, Selectman Martin, we're going to get there in a minute, it is the talk of the town. Trust me. Chairman Morin then asked, anything else, what we want to do? Do you want us to send him a request to attend the meeting? Selectman Morin said that's fine. Selectman Martin said, and come out and call us out. Selectman McGrath said, sounds good to me. Chairman Morin said, just yes or no. Selectman McGrath then answered yes. Selectman Roy said yes, that's fine. Selectman Martin said yes. Selectman Coutu said, yes. Chairman Morin then said, can you take care of that Mr. Malizia? The Chairman then said, anything else Selectman Roy? To which she had nothing more to add.

Chairman Morin - Chairman Morin started by saying, I got two things. Police Chief Avery has requested that the high school student that was furloughed that takes care of the cars, be brought back in. They're getting to that point where they're getting busy again and they're not keeping up with the vehicles and things to that nature. So again, he just wants approval from the Board. Everybody's good with that? Town Administrator asked, effective Sunday? I don't know the date, but for payroll purposes. Selectman Coutu asked, why not tomorrow? The Administrator replied, just time to process everything, I don't know what the gentleman...Chairman Morin asked, all set? Everybody all set?

He then went on to say, okay the last thing I got is in to reference to kind of the same thing Selectman Roy was discussing. Selectman McGrath's comments on the July 14th meeting have led some to believe the members of this Board, some members of this Board, are trying to fire four department heads, withholding deserved raises from department heads and completing other misdeeds. I will tell you that's far from the truth. Over my 32 years as an employee of this Town I received an annual review each year. Every single employee, by policy, is required to have a review each year. If this Board would like to rescind that review policy right now by making a motion, I'll end it here. Anybody want to rescind that review policy that's in the Town manual? Selectman Martin replied, absolutely not. Absolutely not. Chairman Morin went on to say, so I'm going to assume that you guys feel that all employees should be reviewed. Selectman Martin said, absolutely. Chairman Morin went on to say, at our last meeting in Selectmen's comments, Selectman McGrath made the implied statements in a vastly one sided view of why we are again debating employee reviews. I can tell you these comments were very much misconstrued by some residents, past Town leaders and others. I have major concern that after receiving an email from a resident who was a past selectman, which listed information discussed in the non-public session that it could only be ascertained by somebody within this room. This is the third year that this Board has wasted time that we could have focused on matters that benefit the tax payers instead of debating a directive that is clearly stated in the Town personnel policy.

Let read the Town policy section C Performance Evaluations: All personnel shall be evaluated at least once a year, before June 15th of each year supervisors will complete the appropriate evaluation form for each non representative employee under their supervision. The Town Administrator will

evaluate the department heads. Notice the date, June 15th. This states the Town Administrator will evaluate the department heads so my questions is why were raises for the Department Heads brought to us before the evaluations were completed? And why were we not notified when those evaluations were completed? Again, as we debated and not followed this policy related to the Town Administrators review, this position falls under the supervision of this Board and it's pretty clear in the policy. So I am not sure why some members of this Board are trying to fire four department heads or withholding deserved raises. We are just trying to follow the Town policy. As past practice has been, raises are voted on after reviewing the employees' reviews. Due to time constraints we voted on raises without being able to see what the supervisor or supervisors had documented about employees. This is an injustice to the tax payers and our employees. Why do we give reviews? Reviews are given to employees and it gives them the opportunity to better understand our expectations, standards, goals and objectives. They give the supervisor an opportunity to get to know the employee better by sending a message to the employee that the Town cares about their performance as well as them as a person. It is imperative that these reviews are completed with a total overview of the employee's performance and rated as such. Not just a run down the page with above average marks. This is very important for the growth of each employee, where their strengths and weaknesses are and to provide them with needed resources and tools to make them a better employee which also leads to our taxpayers receiving better services. Selectman McGrath you commented and I quote, "we are facing potential of losing valuable long-term employees" end quote. Is this implied or factual? We've already taken care of that earlier. You also commented as elected officials who are elected to serve in the best interest of our Town and fellow residents we should and must act on accurate, truthful information versus mean spirited and self-serving gossip and complaints. As you remember, Selectman McGrath, there are two sides to every story. These mean spirited and self-serving gossip and complaints you speak of are personnel issues that can't be divulged. But as you are well aware, members of this Board had to step in and handle these issues due to the lack of leadership on several fronts and they were not found to be mean spirited or self-serving gossip or complaints but legitimate concerns and safety issues in which an outside department had to come in and fix.

In closing, we have a job to do and a policy in place for a reason. As you said as elected officials who are elected to serve in best interest in Town fellow residents so why don't we just do that. Thank you. Any further comments?

Selectman Martin said, question, that's from you? Chairman Morin said, that is from me. That is from me. Selectman Martin then said so, this, I guess I'm lost. I must be secluded too much with this covid thing because what's the talk of the Town? I should go stand on the corner of the road and, Chairman Morin interrupted saying, I received phone calls, I received emails and I was actually stopped on the street people asking and it goes to related to the Mr. Cole email, why are we trying to fire four Department Heads, I'm just telling you Norm. Okay? And why are we not giving people their raises? The point is we're not against our employees. We have a policy in place that says. Selectman Martin said, and we're following it, Chairman Morin replied, no we haven't followed it because again we gave reviews, a raise without being able to receive the reviews for one because we weren't told they were finished. They were supposed to be done by June 15th which would have gave us plenty of time to have the raises in place whoever needed to get them by July 1st. we haven't followed this policy. We argue about this every single year. It's a policy. There should be no question. It should be done. Every single person in this Town according to that policy, gets a review. That didn't happen again. We had to ask and then we got them late and we're going to discuss it again tonight unfortunately. Selectman McGrath interjected saying point of order Mr. Chairman. Chairman Morin replied, yes sir, ma'am. Selectman McGrath went on to say, they weren't late. They were upstairs in the inbox. I saw them and I read them. I also had, when we discussed those raises, I had the synopsis of where they fell in the rating system. And I talked about that. So those were available. And they were timely. It's just that you didn't come into the office and see them in the inbox. I come in and I sign everything that's on the table there for me. I make sure that I come in and I look at whatever is in the general read. Those reviews were available to everybody. Chairman Morin replied, you're right. After we asked for them. If you remember correctly we had a meeting previously to us requesting reviews that a request was made to give Department Heads a raise. There were no reviews completed at that time. We did not see any reviews when that request was made. Then we requested, yes cuz it will be in the minutes. Then we requested that the reviews be done. Yes the

reviews are upstairs. Never received an email telling me that they were there. Because if I had I would have come in right away. We never were told. They were just placed on the desk. Actually, there weren't even placed on the desk they were placed on the little file thing in the folder. Selectman McGrath said, in the general read. Chairman Morin went on to say, why wouldn't we have been told hey the reviews are done. That way we can be prepared for our meeting to give our people the raises they deserve. There's a policy. No matter when we got them they policy says by June 15th. June 15th which gives us 15 days til July 1st to get it squared away. Selectman McGrath asked, so when did we decide on the raises? What was the date? Chairman Morin said, last meeting was it? Selectman McGrath said, no, it wasn't the last meeting. Chairman Morin said, the one before that. Selectman McGrath then said, and the reviews were upstairs before we even talked about it. Chairman Morin said, I just said, I agree with you the reviews were upstairs but we were never notified that they were so we could come in and look at them. I was expecting to get them here, take them home, and review them and then come back and give the raises because they were late. Again, whatever the excuse was, the policy that this Town has adopted that is in writing in the book upstairs, says June 15th. Every single employee. Selectman Roy interjected saying, and to the Chairman's point there was the meeting prior to the one we voted on that was on the non-public agenda and at that point we asked if the reviews were done and the answer was no and then by the next meeting they were done. So to his point we had to ask for them. They weren't you know. Chairman Morin then said, and again it goes out to we're trying to fire people. No, we're trying to follow the policy that this Town has adopted. And again, I heard it tonight, well we got to treat our employees fairly. Well that's what we're trying to do. Everybody in this Town gets a review. That's fair. That's fair. We don't give review to some and then we're just going to give the raise to others without having a review. It's policy. Anything else? Motion to adjourn? Selectman Martin said, non-public. Chairman Morin went on to say oh yeah Steve you got to read your stuff. Thank you. How can I forget that?

12. NONPUBLIC SESSION

The Town Administrator said, they Chairman will entertain a motion to go into non-public under RSA 91-A: 3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. & (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. A roll call vote was taken. Motion by Selectman Roy at 9:59 p.m., seconded by Selectman Martin, to go into non-public session Carried 5-0.

Chairman Morin entered Nonpublic Session at 9:59 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Morin entered open session at 10:46 p.m.

13. ADJOURNMENT

Motion to adjourn at 10:47 p.m. by Selectman Roy seconded by Selectman Martin. Carried 5-0.

Recorded by HCTV and transcribed by Jill Laffin, Executive Assistant.

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Marilyn E. McGrath, Selectman

Roger E. Coutu, Selectman

Normand G. Martin, Selectman