

HUDSON, NH BOARD OF SELECTMEN

Minutes of the October 19, 2021 Budget Review Meeting

1. CALL TO ORDER - by Chairman McGrath for the meeting of October 19, 2021 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by Library Director Linda Pilla
3. ATTENDANCE:

Board of Selectmen: Marilyn McGrath, Bob Guessferd, David Morin, Kara Roy, Brett Gagnon

Staff/Others: Steve Malizia, Town Administrator; Roger Ordway, Town Clerk/Tax Collector; Bruce Buttrick, Zoning Administrator; Elvis Dhima, Town Engineer; Linda Pilla, Library Director; Donna Boucher, Library Trustees Chairperson; Jill Laffin, Executive Assistant.

Absent: Brian Groth, Town Planner

BUDGET PRESENTATIONS

The Town Administrator started by saying as a matter of introduction, tonight is night two of the Fiscal Year '23 Budget Deliberations. The first meeting was last Thursday. You have a few documents in front of you. One document is a summary. We added a warrant article, Article L, I believe it is. Elvis Dhima will be speaking about that tonight. That's for a drainage project on Flagstone, I believe. So we just wanted to put that in front of the Board. It didn't make it into the book but you have it for this evening and Mr. Dhima will speak to it.

Article F is some information Board members asked for. So basically this is the transfer station and as you can see some drawings, some cost estimates. Basically I think the cost estimates are broken down somewhat into phases. This was information the Board wanted to at least have.

There was an out of budget request we received today from the Conservation Commission. They would like to add some money to the budget to do forest, I believe, management. Mr. Dhima will speak to that. I believe Mr. Collins is out on vacation but that's what I heard. When Conservation comes up we'll speak about that out of the budget request.

Tonight you basically have a lot of the smaller departments such as Trustee's, Cemetery Trustees, and Supervisors of the Checklist. You'll also deliberate on the Land Use, Administration, Finance, other expenses. Sewer Fund, Water Fund, and remember those funds are funded by those users. Conservation and then Library is here. A few items but most of the time it's a single department type of thing to look at. So without further ado I think we're starting with the Trustees of the Trust Fund....Selectman Roy spoke up saying Madam Chair, can I just make a suggestion maybe we go out of order so those folks that are here can go first and then we can do kind of the smaller things with Mr. Malizia after? Chairman McGrath replied, sure are you talking about Library....Selectman Roy interjected saying Library, the Town Clerk, Mr. Buttrick. You know. Then they can. The Town Administrator said I think probably the best, Mr. Ordway was at the beginning of the agenda because he's in Town Officers. So just take that area right there. It's 5030 under the Town Officers. Page six in the front section.

Town Clerk/Tax Collector (5030)

The Town Administrator started off saying so Mr. Ordway is here to speak about the Town Clerk/Tax Collector budget. Obviously Mr. Ordway was elected to the position this past March. He was previously appointed by the Board and this is his first budget.

Town Clerk/Tax Collector, Roger Ordway, started off by saying seems fairly easy for my department. Some of the other ones, maybe not so much. So I stayed within the realms of the 1.5%. I did move some money around from some things. What I did was I went back and I looked at the costs of certain things that I know

we do every year. Say dog tags. I said oh, we overspent dog tags. But I was underspent over here and I moved some money. An example of that you would see that I took the \$400 that was in there for notices and newspapers ads and I moved that down into our mailing budget. When I did the hiring for the new assistant clerk I found that it was \$560 I think for a newspaper ad so it was overspent as is. And I got one application out of that. Everything else came from Indeed. So I said well. And we were way over in mailing so I moved that money into the mailing. Beyond that I think I stayed within the 1.5%. I think that was the allotted increase, the most we could get. But I did stay within that. The Town Administrator added bottom line the budget is down its \$385,000 versus the budget this year of \$410,000. Mostly the savings is because we have a new Town Clerk, lower on the pay scale. And the benefit level for the people he has changed. So quite a bit of savings in the labor and benefit lines. A very modest, like he said, increase in the other operating expenses. And he's been very diligent on looking at saving money on mailing and trying to do things efficiently so I think it's a very responsible budget. And again it's down \$25,000.

Chairman McGrath said I just had a couple of questions about line items. But let's...does anybody else have any questions? Selectman Roy said Mr. Malizia just answered mine. Selectman Guessferd was recognized and asked what's the equipment rental? To which Mr. Ordway replied that is the, our copy machine in our office. I had not known that either, it's not even listed on the second page. I went and found out. The Town Administrator added we have a Town-wide contract for copiers and so whoever utilizes it, it gets utilized to their cost center. Given that they're in their office and it's usually customer based, they have a copier there.

Chairman McGrath then said so I had a similar question about that same line item. But I was questioning the actuals for 2021 were \$907 dollars. Budget last year was \$902 and this year it's \$1259. The Town Administrator said as we spoke about the default budget last year the budget should have been the \$1259, unfortunately we had to revert to the number from the year before because we had just entered into a renewed contract. Default budget created all kinds of havoc as I stated before. The default budget is \$902 but he's actually paying the \$1259.

Chairman McGrath then said the other thing I had was postage. Line item 238. The actuals were \$43,629 and the budget for again last year was \$33,250. This year it's \$33,650. Are you gonna have enough in this line item to cover your needs? Mr. Ordway replied I'm thinking we will. I think that when you look at that \$43,000 it was high that year but we had a lot of elections. And there was COVID and there was a ton of absentee ballots. And those weren't your standard shipping either. They had to get weighed and all that took into effect. They gave us more money through that fund but that still didn't cover what we did. Then we were closed a lot with the two people. A lot of stuff was being done online and through the mail. Now that we're open a lot of people choose to come in. so that should come down and that's why I took the \$400. I put it there just in case. Chairman McGrath replied, I was questioning because the actuals were a little bit higher. So. Great, thank you. Seeing no further questions from the Board the Chairman thanked Mr. Ordway for his time.

Zoning and Zoning Board of Adjustment (5581 & 5583)

The Town Administrator said I might suggest Mr. Buttrick next as I know he has a ways to drive home. Mr. Buttrick is under the Land Use tab which I believe is 5570, says Community Development Planning and Mr. Buttrick the budget for Zoning will start on page 10. This is the Zoning. Mr. Buttrick is the Zoning Administrator and he has an administrative aide budgeted in this budget too. Chairman McGrath said this is the one that I wanted to talk about.

Mr. Buttrick started off by saying thank you Chair and Board. I'm here to answer any questions you may have on the proposed budget. As the Town Administrator indicated it's actually two budgets. Zoning, Code Enforcements 5581 that's basically the department and administration for code enforcement as well as zoning. The other 5583 is the Zoning Board of Adjustment. That's why it's separated a little bit in that regard. There's not much administration that goes on there. That's really the Board and the function there of.

Chairman McGrath said I have no questions about your budget at all. Accept I was surprised not to see a request for an additional person within that department. Mr. Buttrick replied saying that's been floated around. Occasionally we've discussed it. We have our Monday meetings. Is it a want? It's definitely a want. It comes to the level of is it a need. Would it help me? It definitely would help. I can give you some

numbers for doing zoning determinations. 2018 156. 2019 139. 2020 146. This year, so far, I've had 176. That's only 10 months out of the 12. The Zoning Administration has been busy this year. So conversely, or adversely, code enforcement doesn't happen because my hours are dedicated to zoning. I will be honest with that.

Selectman Roy was recognized and asked so I was gonna actually bring this up a little later in the meeting. So we've talked a lot about what certain, like IT for the Fire Department. We've discussed on this Board HR Director, Zoning person, another Planning person. Do we think it's maybe worth money to like an organizational management study through MRI to see, to kind of quantify what our needs are based on using empirical data and models and tests and things like that? Do we think that that's? Chairman McGrath spoke up saying I would certainly agree with that because I can see needs in some departments in Land Use and not so much in others. And so I'm basing it just on my own experience. The number of years that I've been around here. But I think that that would be a really beneficial thing. Selectman Roy interjected saying then we can look at it strategically and prioritize what...because you know if it says we need seven new employees, you know, that's probably not a good idea in one shot. We could prioritize and do it that way. Chairman McGrath then said so I can share it with the rest of you, I talked to Steve this afternoon because I was concerned about that. And I've had that conversation with Bruce before where he was concerned about not being able to do code enforcement because he's spending so much time on zoning determinations. And I get a lot of complaints about code enforcement. People are concerned about the way the Town is looking because code enforcement can't get done. We can't spend any time on it. So yeah, I think that would be a really beneficial thing for the Town just to take a look and if the Town decides that they really don't care what things look like and they don't care what people are doing with their property then you know we won't be able to hire if they agree with that. But I think that that would be a good thing to do get that information and present it to the voters. Selectman Roy added right. We'd have something to present other than sort of our own observations and you know cuz I think we would probably, if we went around the room, could all have a different department that we would say needs this or needs that or whatever.

Selectman Guessferd was recognized and said thank you Madam Chair. So are we talking about kind of a more of a strategic kind of man power study essentially? Selectman Roy replied, yes. Selectman Guessferd went on asking across all the departments? To which Selectman Roy replied, Town Hall, I think. Cuz I know that in the past the Fire Department, Police Department, they've done their own. But I think to do Town Hall, Land Use, IT, umm, you know the Clerk's Office, the Assessor's Office just...Chairman McGrath said HR. Adding an HR person. Selectman Roy agreed with that comment. The Town Administrator said so you're probably looking not to do DPW, Fire and Police. And no offense Library, you have your own. That covers all the rest of sort of departments. Selectman Roy spoke up saying Recreation, I'm not sure if there's a need there but if you think there is maybe we discuss that but you know. The Town Administrator added, I don't think there is at this point. Selectman Roy replied, I was thinking more within the...The Town Administrator said I don't think there is at this point. You're right. I totally didn't think of Rec but I don't think there is. You're thinking more the core of what we do here without Fire, Police DPW. Chairman McGrath added and to go along with that, we'd have to determine whether or not, if we're going to propose to the voters that we're going to add staff, we need space. I mean all it takes is for anybody to walk into this building and you know that we don't have enough space. Selectman Roy agreed saying right. Chairman McGrath continued saying so that will go hand in hand with that I think. Selectman Roy replied I would agree.

Chairman McGrath said Bruce, I think...Selectman Roy said we got off track a little I apologize. Mr. Buttrick replied, no, I hear you. Plus, again, being in the Land Use and associated with Planning, Municipalities kind of lead/lag situation. For instance in Planning I'm speaking kind of for Brian, he got overwhelmed with the large Amazon project. One person it's hard to ramp up with a municipality saying hey, we need another half person because the regular job just got swamped with a huge project. So he probably was falling by the wayside to keep up to speed as well. But how do we...you can't forecast the economy. So we always seem, municipalities, will lag in that regard. All of a sudden everybody gets burned out and it's like how come everybody's leaving? Well because the positions aren't there. Then likewise when you have a contraction and there's a recession and everybody's like oh everybody's in Town doing nothing. So it's a hard thing. But I agree. I think you need to evaluate what do we need and what have we outgrown? Or need for positions.

Selectman Morin was recognized and said I agree with Selectman Roy and doing the study but you guys

got to tell us you need help. You know. Just because we had a default budget doesn't mean you can't bring it forward because if you're getting so far behind and we're not doing any code enforcement whatsoever that's an issue in itself. It should have been brought forward. Anyway I mean at least you did and brought it to us and we can make the decision. But that happens all the time here. I've seen it through my whole time here. It's like nobody wants to do it. You gotta bring it forward anyway. I mean look you did the fire station three times. You may not get it the first year, you may not get it the second year but at least it's there and we need to start doing that. Mr. Buttrick replied good point. The Town Administrator added we do, do code enforcement, just so everybody knows. The problem is if you have difficult cases they take a lot of time and they end up in court. Selectman Roy asked is there any like, within the, well I know in the Planning there is but Zoning is there any temporary help we can get through like NRPC? The Town Administrator replied funny you should ask. I reached out to them. I didn't get a response yet. But I did ask if that capability was there. I'm not sure that they're noted....Chairman McGrath interrupted the Town Administrator to say we had a lengthy discussion about this. The Town Administrator continued on saying, I'm not sure they're noted for that type of work but I did reach out, express what we potentially needed on a temporary or assistance basis, I'll see what I get for an answer.

Chairman McGrath said let me just add one thing. So I sort of disagree with you about Planning because Planning has the opportunity and the ability to utilize NRPC. And that's happening upstairs now. We've got a temporary person that comes in I think a couple of times a week, does things that would help Brian out, so you know, that need, although it may be there, at least there's some help. There's some ability to get some help in here. There isn't any ability to get help, at least as we know today. The Town Administrator added we don't know yet. The Chairman went on to say as we know today there's nothing available to get you help other than a warm body that's gonna stay in this building.

Mr. Buttrick replied and that "position" would have to go in front of the voters right because there's not a position that exists like a deputy whatever or assistant within Zoning Code Enforcement. So I don't think you could do it in the budget. Right? The Town Administrator said well we have a title. I'm pretty sure one of the union contracts covers the title. Because we've had somebody with that title, 15 years ago. So there is a title. The question becomes a debate among the Board, how does the Board want to handle it. Does the Board want to put money in the budget? Does the Board want to do a warrant article? You can go either way. It's not illegal to put money in the budget. For transparency perspective people like to put something out in front of the voters. For example if you did an HR person, we've never had that title. I would strongly recommend you put it in a warrant article. But if you're bringing in a code enforcement officer you could certainly have a debate about that. We talked about part time and I don't think you're going to get a part time person to do anything. We can't get people to work at Walgreens. Mr. Buttrick spoke up saying I was thinking if we were to satisfy my aspect of code enforcement, part time, the other part time could possibly do assistant planner and not necessarily have to rely on NRPC. That way we have a little more direct control of those hours. That's the thought. The Town Administrator added it may be too diverse of skills. They're not easy skills.

Selectman Morin was recognized and said the Town of Hampstead had the same issue we're running into now and they hired a retired lawyer, part time, and all his job is to handle that stuff and any kind of problem the town has. It goes to him. It takes a load off all the regular department heads and land use and things. You may want to call over there and see how they did that. The Town Administrator replied, yeah, I never heard of that. Selectman Roy said is it like an independent contractor? Cuz I would presume that would be less expensive cuz you're not paying benefits and stuff. The Town Administrator anything you get under 29 you're not paying benefits. Selectman Morin said and that's how they do it. If you call them and find out but that's how they do it. They were having the same issues we're talking about and that's how they fixed it. Chairman McGrath spoke up saying we really need to get Bruce help. Or that position help. Because he's been crying out for it for a couple of years now and I've known about it because I was the liaison to Zoning and Land Use so I've known about it and I thought it might be addressed in this budget. But in any event.

Selectman Morin was recognized and asked do you have any numbers of what it would be to have somebody hired to help you? Mr. Buttrick replied, I would start with a 30 hour or four day week. But a number for salary....Selectman Morin said is it something we can talk about because we still have time to put it in if it's that much of a need and things aren't getting done we can still. Mr. Buttrick said I'd have to look at what the prevailing. I really don't know what the salary would be. The Town Administrator added,

you're probably in the \$90,000-\$100,000 range by the time you put in the full benefit package and you look at the salary. You're not going to be much lower than that. Selectman Morin asked did you say you wanted 30 hours or less? Did you just say that? So more of a part time person. Mr. Buttrick replied I could do a full time right away to catch the backlog but I don't think you could do a full time, full time. if that makes sense. Chairman McGrath spoke up saying you need it to catch up on the past stuff. Selectman Roy spoke up saying so you need like a temp for a certain number of months. Mr. Buttrick said potentially but I could see a full time, part time as the Town Administrator indicated. The minute you set your eyes on....Selectman Morin said now I get you. Part time but hire them as a Town employee. Mr. Buttrick replied, right, right.

Mr. Buttrick explained once you go for it now you got to make the box clean if you're gonna go to court. Then it's okay don't distract me. I've got to get this ready for the court and it takes a lot of time to research it because you have to cross the T's and dot the I's because we're gonna go to court. It's not just a matter of sending a letter out and saying oh good they complied. Well they didn't then we got to ramp it up. So that's time consuming because then that's the hot fire that you're putting out is to chase that. In the meantime everyone else is complaining and it's like well I can't, I'm busy or whatever. I got the timelines. That's the unfortunate part.

Selectman Morin asked is this something that we want to at least get some numbers like we have on other things and take a look at it. Selectman Roy replied, yeah, I wouldn't mind seeing some numbers on that so just you know. Mr. Buttrick replied I can research some of the, you know surrounding communities what code enforcement officers salaries are and what kind of a work load they get.

Chairman McGrath then said for those people in Town that are complaining about the lack of enforcement they'll be jumping for joy over this. The ones that are in violation not so much. Mr. Buttrick laughed and said maybe they'll move out of Town. He then said I appreciate it. I do. Chairman McGrath then said okay, we'll have a discussion either later tonight or? The Town Administrator spoke up saying we don't have any numbers tonight. Selectman Morin said no, no but it will be a future budget meeting.

Selectman Gagnon was recognized and said thank you. Kind of quickly. I know we were talking about part time but you just said something that made me think. If we need a part time employee to just enforce the code but then you just said it if you actually find problems then that little I found a problem becomes a bigger core initiative. So that could balloon into full time position if you're finding more issues. That isn't the crux of the job. It would be arguing those issues.

Mr. Buttrick said I think initially there's going to be that bubble of there's a big slug of activity. The once the word gets out, hey there's enforcement going on, that's not going to be a lot of investigation because there's probably not going to be a lot to investigate. Hopefully. With the big hammer behind. You know carry the big stick. It could but hopefully not. There will definitely be a big slug. No doubt about it because it's got to get through the pipeline. But once its wow Hudson's serious about it. Selectman Gagnon replied very good point. Thank you.

Chairman McGrath asked, anyone else? No? Thank you Bruce. At this point the Town Administrator said he has the ZBA I don't know if you wanted to take a quick look at it because it is for the Zoning Board of Adjustment. This is the cost to take their minutes, post things, and do notices. Just wanted to point it out. Page 13. It's basically pretty much tracking right on line. Chairman McGrath replied, I had no questions. To which the Town Administrator said I just want to make sure we point it out. Mr. Buttrick added that's primarily statutorily driven by the required notices, the minutes and the record. If we get to court different situation but we have a complete record for the court to review. And I do want to thank the Board for the alternates. The public has heard the cry! We're getting a full complement which will start....Chairman McGrath said you may be getting an old member back. An old alternate may be interested in coming back. So. The Town Administrator joking added, former alternate, not old.

Library (5060)

The Town Administrator started off saying as you're well aware the Library Trustees are in charge of managing the Library. Pretty much they come to you to review their budget but they have the authority to put their budget together. They've done so to come to you but it's their budget.

Library Director, Linda Pilla was recognized and said good evening. I'm here tonight to present an FY23 budget for Rodgers Memorial Library. You requested a budget with an increase of no more than 1.5% on the operational side so that's what I've prepared. Per conversation with Mr. Malizia I have prepared the payroll side of the budget with a step program for the seven full time librarians. For the rest of the staff including myself and the facilities manager I have included a 3% COLA and that number is reflected on the salary line. I should also have potentially access to the detail of the staff numbers. Does anyone have any questions regarding the staff budget? Seeing none Ms. Pilla moved on.

Ms. Pilla said moving on to the operational side, if you'll do me a favor, first look at line 206. 206 is our electricity. There was a reduction in that line of \$7,000 which is 25% of the budget. The lights at Rodgers Library were upgraded at the end of FY19 to high efficiency LED and we have realized a real drop in the cost of our electricity since that upgrade. For that reason I have predicted our costs to be around \$21,000 for FY23. I have reallocated those funds to software maintenance which is 269. 269 is a line that purchases and maintains online resources and the software that directly benefits the community. So people looking for online resources. The only other line item that shows a significant increase, I know you may have questions about the other smaller increases, the only other one with a significant increase is line 412. That's computer software. This line reflects purchases and upgrades of software that operate in the background and enhance the patrons experience but do not offer a direct product that is available to them. For example our long overdue new website, including its support and upgrades are on this line. Along with the software that runs our servers and other support systems.

Ms. Pilla asked does anyone have any questions for me? Chairman McGrath replied I have one and you already touched on it. Line item 269 the software maintenance so I looked at the actuals and those were about \$17,000. And you've bumped it up to \$21,000. Can you just give me a brief explanation? Ms. Pilla replied right at the end of the financial year last year we added in the academic databases from EBSCO. To cut a very long story short the state library has purchased the EBSCO academic databases for the last 30 or 40 years. It's been a long, long time. Maybe not that long because computers haven't been along that. Been 20 years at least. Last year they decided to discontinue offering those databases and it's a long and convoluted story. Individual library organizations were offered the opportunity to purchase into that and that's what we ended up doing. That is the additional \$4,000 which this year will come out of line 269. Chairman McGrath replied saying thank you, that's the only question that I have concerning your budget. Chairman McGrath asked if there was anyone else with questions. To which there were none. Selectman Morin stated gee the state is bailing out of everything everywhere aren't they? Jeez.

Engineering (5585)

The Town Administrator introduced Elvis Dhima, Town Engineer. Mr. Dhima started by saying thank you Madam Chair. Good evening everyone. First one is engineering. The proposed budget is \$964 dollars for next year which represents 1.5%. Which is in line with what the Board requested. Its split up between fuel, fleet maintenance, certification and training needed for the staff. That's all I have. I'll take any questions you might have.

Selectman Roy was recognized and said 264 the water quality monitoring. Is that an outside contractor? Mr. Dhima replied, no that's internal. We do that in-house now thanks to the Board support a year ago. We hired someone, licensed professional engineer like myself. That was doing the landfills less transfer stations. So we can do that in-house. We do have some costs associated with doing the lab test outside because we can't do it in-house. But that's what that \$50,000 represents. Burns Hill and West Road. Selectman Roy replied, thank you. That's all I have.

Selectman Guessferd was recognized and said this is just something that made scratch my head. And I know there's not a lot we can do about it. It's on the insurance benefits line. We see increases but this was like a \$13,000 increase in insurance. Mr. Dhima replied, that's not operation so it's not something under my control. Chairman McGrath said it's under the salary and benefit line. Selectman Roy asked is that from hiring the new person maybe? The Town Administrator replied yes. Selectman Guessferd said alright because usually the increase is not that dramatic. Mr. Dhima replied no that's a new hire. He just completed the one year. The Town Administrator added the Civil Engineer.

Selectman Morin was recognized and asked what are we using for newspapers now? The Town

Administrator said we'll use the Telegraph because they publish weekly so we time it. We will use the Manchester Union Leader in addition to the Telegraph. Depends on timing and what we need to do. So pretty much those are the two publications from a newspaper perspective that we use for public notice types of things. Selectman Morin asked and it's only Sunday for the Telegraph? The Town Administrator replied the Telegraph is only Sunday so we have to look at things and make sure we time them so we have the appropriate 10 or 14 days depending on what it is. Mr. Dhima added sometimes we use the Lowell Sun too. The Town Administrator replied very rarely. Though it's mostly Telegraph and it will be Union Leader. Mr. Dhima added if it's a big contract we try to go but most of our contracts are something that can be handled in the state.

Selectman Roy then asked so umm is there, on the state side I guess, is there a removal to move away from newspapers because...the Town Administrator replied we're seeing language on certain things that you can't do it in a newspaper so you don't. But some of the language is still antiquated and dictates a publication. Selectman Roy asked do we have any Town code or Town ordinance that's kind of not connected to an RSA that we could change to not require newspapers or an alternative kind of notice. The Town Administrator replied off the top of my head I'm thinking about... I'm trying to think of which ordinance it is. Purchasing. But purchasing gives us some wiggle room where we direct mail it. But purchasing, the purchasing, when we go out to bid, they may have some old language in there that talks about newspaper. But again that's when we use the Manchester Union Leader. Selectman Roy replied saying right. Right. But that's unfortunately kind of becoming in the past. To have newspapers that are widely read. The Town Administrator added don't forget though, a lot of places have online stuff too. Selectman Roy replied, right do those notices get in online? To which the Town Administrator replied typically if we pay for a paper ad we get an online ad too. Selectman Morin added the Telegraph they do a daily online. The Town Administrator said we will typically put it in the Sunday edition. But the Union Leader will be whatever day it is and they'll also put it in the online edition for us. I know it's definitely going away. It's definitely not the same. But til they change some laws I have to try to comply. And we want to tell people too. There are probably some old people that are still looking at the paper. Selectman Roy replied I'm not suggesting that we don't provide notice I just...the Town Administrator said I know. It is still an avenue for some folks.

Mr. Dhima added I know you still read the newspaper Mr. Malizia. Mr. Malizia replied I do. I look at the obits and I look at the real estate. When you get to my age that's what you're looking at.

Chairman McGrath said I have a question before you move on. Under engineering fees, line item 225. The actuals were...god I can't even see with these glasses on. Selectman Guessferd said \$42,900? Chairman McGrath continued on saying \$43,000 and it's now just about \$41,000. Are you cutting yourself short there? I know it's not a lot of money but...Mr. Dhima replied no, we adjust things as we need them obviously. I'm looking at the \$40,750 right, is that correct? To which Mr. Malizia and Selectman Roy agreed. Mr. Dhima went on to say nope that seems what we actually need. We're pretty good about not asking for things we don't need. There's a projection. Obviously if something comes up but I think that's reasonable for what we need looking forward. Chairman McGrath then said I'm just you know, making sure you're covered. Mr. Dhima replied, no thank you for that. We try to do a lot of stuff in house as well. We have some capabilities. This is for something if we need a second opinion on things. I feel comfortable with that.

Mr. Dhima went on to say I do have one outside of the budget request. Mr. Malizia added that will be on page one of this section. Mr. Dhima went on to say the next item is Lowell Road bridge design phase. This particular bridge is rated a four right now. It was on the budget last year. Was included it in Engineering budget. Unfortunately the budget didn't pass so therefore we were not able to do that work. The intent is to do the design on the first year and do the construction on the next one. The culvert/bridge, it's culvert but it's rated as a bridge because it's more than 60 feet long. It's something that needs to be take care of. Not tomorrow but in the next few years. The intent is to line the bottom of it without getting into a \$2 million dollar project without closing the road. Similar to what we did on Central Street. Line the bottom and buy the Town somewhere between 15-25 years. Basically deal with a full replacement of that when we really need to. Chairman McGrath asked so is this the bridge underneath where we were talking about the property at the last Board of Selectmen meeting that's up for sale? The Town Administrator replied, no. this is over by the Firefighter Memorial. The corner of Central as you come down the hill on Lowell Road. It's down there. Not the other property. Chairman McGrath replied okay cuz there's two bridges on Lowell Road. The Town Administrator said this is specific and this as you recall was a greatest hit from last year.

The Board put it in the budget. Default budget kicked it out. So he's brought it back for consideration. It is under consideration with the ARPA money. Just so you know. You don't have to decide on it tonight. They'll be a recommendation coming forward which may take some of this stuff and put it on that plate. Just so you know. But it's a need. No doubt about it. He is re-identifying it as a need. Chairman McGrath asked so do all of you understand the Red List? Selectman Roy replied mmhmm. Chairman McGrath replied you do? Okay. Mr. Guessferd you do as well? And I know Mr. Morin does. I just wanted to....Mr. Dhima added it's the only one in Town. We've been pretty good about being off the red list but unfortunately we do have infrastructure that's coming close to the 30-40 year mark. So back to full cycle again. Unfortunately they used to cost 50 grand and now it's gonna have to put a zero behind it. That's basically what we're looking at. Trying to be proactive. Trying to do the most financially feasible solution. It's not a patch but it's a fix for 15-20 years. It's a good fix. Just small steps. Design first, construction later. We've done it in the past. We were successful. We'll be applying the same technique.

Selectman Gagnon was recognized and said and seeing that you spoke earlier today with me about the federal funds, and I have your information here as well, you talk about the design process being \$50,000 and then you kind of estimated about \$650,000 for the construction. Where did you get the \$650,000 from? Is that kind of a rough estimate is that a pretty good estimate? Have you poked around? Mr. Dhima replied so we hired a consultant that did the work for Central Street about two years ago and they evaluated this and Speare Road. So we got an assessment based on their values a year ago. I think that numbers still good. It was a very conservative number. I feel comfortable with it. But we did an assessment for two critical infrastructures that we were dealing with two years ago. Speare Road was one of them. We lined that and basically took care of a half a million dollar project through a \$30,000 lining approach. Public Works and Engineering worked together on that. It worked out very well. This one was a second one. So we got an estimate from them but this is an estimate that we got from an engineering firm. One of our consultants. So it's not an exact number but it's a rough estimate based on similar projects that they've done in other communities close to ours. Selectman Gagnon said the reason I ask that because \$50,000 I figured you were probably more secure on but if the \$650,000 was variable by twenty, thirty, fifty thousand dollars, then let's say it was funded by the American Rescue Plan and we gave, you know, the Town allowed \$700,000 for the whole project but it came in higher I was curious if you should do a hybrid approach maybe you ask the voters for some, the design fees, then take the American Rescue Plan money and pay for the actual building of it just so you're sure you get both portions. Mr. Dhima replied well the intent is exactly what you said. Do the design through this. Finish that up and then do the construction later. If we can do it through ARPA money, do the whole thing under one. That would be a design-build approach. What we're looking at right now through the budget is do the design first, get the construction, make sure the numbers and then...do the design first, cost, and then the construction. If we do the ARPA approach it will be design, build. Someone will go and do the design, do the construction under one phase. You'll be saving a little bit of money. We're carrying \$700,000. We could be lucky and get the whole thing done under \$600,000 probably. Or \$650,000 depending on....

Selectman Gagnon then said so that goes to my last question, if you had a choice would you rather a hybrid approach for securing the money or do you think it's better to do it in one shot, if possible, through the federal money? Is there one that stands out? Mr. Dhima replied, I will pick whatever gets us there first. I will say that because to your point, time is equal to money when a structure has a failure. So when I walked that two years ago I saw holes at the bottom of that pipe about, I don't know, about an inch. I guarantee you if I do that next year that will probably be 2" or 3". Then that's when the water gets behind the pipe. Erosion, things of that sort. I can tell you that when Central Street was investigated and I walked it before we did the work I could put my foot through the pipe. So that's when you get into, you lose the road. And you get the call saying you got a sink hole here that there's no end to it. I don't think we're there yet. I think it can wait a little bit...Selectman Gagnon replied, understood. Mr. Dhima replied it's one of those, you get a lot of salt out there and phosphor and that thing is going right through the galvanized pipe. The pipe is compromised now and it's not going to get better. So if we can get this soon, great. If not I think we can wait a little bit. I am willing though to move forward with doing the design first and doing construction the following year. I think that's very reasonable. Selectman Gagnon added and then maybe get the salt out of the river because it will erode the pipes would be another good idea. That's all I have thank you very much.

Conservation Commission (5586)

Mr. Dhima started off by saying the Chairman of the Conservation Commission can't make it tonight. I did talk to the Vice-Chair, he had a commitment related to work, his personal work, so he's not going to be able to attend either. But the budget is ready for you tonight. It does represent 1.5% increase and it is 100% related to small equipment Kiosk updates, small trail equipment, things of that sort. And that represents about \$773.00. That's their 1.5% increase and they do have one out of budget request as well for the Board to consider tonight. I will go over that if there's no questions for this. Chairman McGrath said I don't think I...are there any questions from anyone? To which Selectman Roy replied, no.

Selectman Gagnon was recognized and said can you just remind me Mr. Dhima, what's the grant that we usually get for the lake host program? Cuz I know that's a big part. That's a \$50,000 line item but we get a grant for most of that, correct? Mr. Dhima replied we get a grant about 40% of that from the state. So the state scaled down that about two years ago to 25% but I think a lot of municipalities are were not participating so somehow we end up getting 40% still and we still have. So we have a reimbursement program for that. So that's the total number. We pay that up front. Then we get compensated back. It is run by the state. We just kind of do the leg work in the field. It's happening right now. I think it's been very successful. We're maintaining so things are not getting worse out there in our ponds. But it's something that we have to deal with every year. I don't think it will every go away. Mr. Dhima replied, thank you very much that's all I had.

Mr. Dhima went on to say, they have respectfully requested an outside of the budget request for \$8,000 related to professional services for forest management, plant and invasive species within the conservation land. What they're dealing with is they're trying to do something every year but as the conservation land district expands, if you want to say that, and they continue to purchase property or request to purchase more property, is becoming, it's becoming more difficult for them to maintain all this land. So they're asking the Board to consider to put \$8,000 towards professional services for some third party to come and help out with things that need to be done in the forest but also address any growth related to poison ivy, poison oak. Things that they're trying to maintain right now but they're getting it all over themselves. And I don't think that's right. These are volunteers that they're doing their fair share. They shouldn't have to pay money now to get treated for poison ivy, poison oak. We should get a third party out there to treat it chemically. So that's what the \$8,000 is.

Selectman Morin said so basically they had the discussion last night one of the members used a weed whacker and was covered with poison ivy for the next week or two. What they're looking for is somebody to come in to chemically treat it but then you have to get permits and things like that cuz of the wetlands so that's why they need a professional to do it instead of them just weed whacking every couple of weeks and that would be part of this. Chairman McGrath said I know someone that actually burnt poison oak, poison ivy and they did get it in their lungs. Mr. Dhima added it can be very dangerous. Chairman McGrath then said fortunately I'm not allergic to it. But I also don't go near it so. Mr. Dhima said I personally look at it and I get it. Just one of those...Selectman Guessferd said I used to have to get shots for it when I was a kid. Mr. Dhima replied, no way! So steroid shots yeah?

Selectman Gagnon was recognized and said so don't get me wrong, obviously I completely support the Conservation Commission, what they do and this line items specifically...But with that said, I do remember that you guys, or they, have a forestry fund that's revenues from timber harvesting and if I'm reading this correctly, for Town Forest management, those funds are perfectly suited for this. So instead of paying \$8,000 from tax payers you would have to use a warrant article to ask the voters to expend the revenues generated from the Town Forest harvesting but once they do that, they could use the \$12,000 for this and a few other things. So I support it but I would believe that would be the best use of the funds available. Mr. Dhima replied so Mr. Malizia brought this up too during our discussion today. They have that and they also have the bigger pot of money which is related to anything conservation, purchasing land as well. It is definitely an option. I don't believe that was what they were requesting. I can bring that back obviously. I think they just wanted to get a feel to you know, where the Board was on this. But I don't believe their intent is to pursue a warrant article at this time. But I can go back with some feedback from the Board to say use Conservation money. The Town Administrator said there's actually a Conservation fund. As you're all aware I think $\frac{3}{4}$ of the land use change tax money goes into that. So the fund is constantly being

replenished. The fund can be used to purchase land, easements, whatever. And it's also for other things like this. They can do this with just a vote of the Conservation Commission. It doesn't burden the tax payer, per say because it's a fund dedicated to this sort of effort.

Selectman Gagnon replied, true but if I may you know, contradicting to that is, you know yes, I personally think the Conservation fund should be used for land purchases and bigger items and not to be nitpicked for things like this when we have funds literally dedicated to taking care of the Town Forest that already has been generated that's sitting there. If we don't use it for something like this, which is a prime example, what are we gonna do, leave \$12,000 just sitting there forever? I think it just takes the initial get the ball rolling, get used to how to get a warrant article to expend those funds, and it becomes a normal practice. I just don't see it being necessary to have tax payers pay for it out of the budget. The Town Administrator said I'm not arguing I'll have to look into it because I'm just trying to remember all the particulars about that fund. Selectman Gagnon said we can talk later. Mr. Dhima said so it's the timber harvesting. Any revenue that they receive from timber harvesting which is triggered by having a forest management plan to what you can cut, cannot cut. So that again is a service, they go out from a third party to evaluate what you can, cannot support cutting and then get a third party to actually do the cutting and then refund the Town. There's not a lot of that and they could buy a year, absolutely, but I think they're looking more for a consistent service or an item number moving forward. Because they've identified a need for it. But what I can do is I can go back to them and basically tell them please see if you can utilize Conservation money for this either the forest, or the regular or a hybrid. It doesn't matter. Because at this time the Board doesn't feel that the taxpayers should pay for it. I don't have a problem with that. I just need some direction from the Board to where you stand on that. That's all.

Selectman Roy was recognized and said well I think that if there's an alternate means other than putting it on the taxpayers than that's something that we certainly should pursue. Right? Whether it's through the Conservation fund or the forestry fund umm, you know, to Selectman Gagnon's point to just have money like that just sitting there with sort of no purpose, right, unless we make a purpose, is kind of fool hardy. Right? We're collecting this money for no reason, you know? If we're not using it. I understand that there's a purported reason but if we're not using it in reality, we're just collecting money, you know? Mr. Dhima said yeah, I have not seen them utilize it in any way. Obviously I've seen them utilize the money they're utilize for purchasing land. That I've seen the other one I have not seen being utilized yet. As I said I'm not sure how much money's in there and I don't know for how long they can do that but I can definitely bring that feedback back to them. I don't have a problem with that at all.

Chairman McGrath asked anyone else? Mr. Dhima started to say if everyone feels the same way I'll...Chairman McGrath interrupted saying no I've got something to say about it but anybody else have anything that they want? Chairman McGrath then said so for this type of use, for, do they feel that they need professional services because of the invasiveness of the whether it's poison oak, poison ivy, there's some other what is a weed or something that's engulfing the forest. Everywhere. I think I've got it in my yard and I don't know how the heck I got it. But in any event are they concerned about their own health and safety if they go out to try and cut these branches back or? Mr. Dhima replied I think their intent is to treat anything along the trail so it doesn't impact them or anyone utilizing the trails or the Town Forest or conservation land. So it's not just for them it's for anyone that uses them. Chairman McGrath replied, right, but by the same token they're trying to go out, from my understanding, I can tell you I haven't been on any of these trails. The likelihood of me ever being on them is about as remote as can possibly be. But if they feel it's within their duty of being a Conservation Commission member, of going out and cleaning the trails and doing whatever it is that they're doing, and by doing that they're endangering their own health, I think that we have, WE this Board, the Town has a duty to protect those individuals that are dedicating and donating their time. They're not being paid. We're not paying them a salary. They're doing that out of the goodness of their own hearts. And it's something that they, let me just back up a little bit. I think I know one person on the Board. I know Bill Collins. I don't know if I know any of the other people on that Board. So I'm not sitting here talking about people that I know and people that I care about. But these are people that are working on behalf of the Town. And they're working on behalf of a project that they take enjoyment out of and if they think that they're endangering their health I think we have a duty to protect them.

Selectman Morin was recognized and said we do do a duty and I don't believe that's what Selectman Roy and Gagnon are saying. It's just there are funds that are available. You know they can use those up and it

can be readdressed next year. I mean if we've got the funds this year use them and then next year they can come again. I can see, \$8,000 is really not a great thing but it is a savings and I agree with that. And if they got the money and it's just sitting there and what have they ever used timber money for in the past? Do you know when they did that? Mr. Dhima replied, I don't I think it's just been a revenue, something that can be utilized in the future. The Finance Director spoke up saying it's a fairly new fund so nothing's been used out of it yet. There's actually \$15,000 in the account right now. But it doesn't have its own checking account so it's not like we can just write a check from it. Selectman Morin said right, but I agree, I mean we are helping them. They've got their own money. That's what it was for and I didn't realize that last night when we were talking about it. Mr. Dhima replied, I knew about the big one but it could be \$4,000 from the forest. It could be \$4,000 from the regular and that will buy at least two-three years before they can come up with something else. Selectman Roy said or like Selectman Morin said it could be the whole \$8,000 this year and then next year we revisit it and we look at what the balance is of that. Mr. Dhima replied, I do not have a problem bringing that back to them. I hear you. This is something they requested. I had ask. I don't have a problem reporting back.

Selectman Guessferd was recognized and said I think we're all in agreement that this is a need. That it really needs to be done. It's just a question the source of the funds. Selectman Roy agreed. Selectman Guessferd went on to say does use of that fund not involve a warrant article? Mr. Dhima replied, those funds, I don't believe you have to ask for a warrant article. It's something that they have there. I think the forestry can be used for the forest management plan. The rest, invasive species, poison ivy, I think they can be from...The Town Administrator spoke up saying the Conservation Fund does not further require an appropriation or a warrant article. They have the authority. Mr. Dhima again said, I don't have a problem brining that back. Selectman Morin then said and if they need it next year we'll just revisit it. Mr. Dhima replied saying, I agree. Thank you.

Selectman Gagnon was again recognized and said so I certainly don't want to drag this out but just a quick clarification we're talking about two different things. The Conservation Commission fund, I believe they can expend at their leisure with our approval. The Forestry Fund, which gets its revenue through logging, selective logging, because it's a revenue source I believe they actually need a warrant article to expend from the Forestry Committee. The Town Administrator said they very well may. We'll have to look into that. But I know...remainder of sentence inaudible as Selectman Gagnon spoke over the Town Administrator saying that's the difference. So that's why I feel like it's not always activated because, because it takes a little extra step to make that warrant article to expend the fund. From my understanding how a fund works is you can usually, at the beginning of the year put in a warrant article to say I want to spend \$15,000 from that forestry fund and you can have multiple line items for this and many other things. Mr. Dhima said, I don't know if you want to put a warrant article for \$4,000. Selectman Gagnon said that's the thing. So you do it for ten (grand) and you have a budget associated with it. And every year you ask for a warrant article to expend it. Mr. Dhima replied but still it's, I personally wouldn't recommend to them to do a warrant article for \$8,000. I wouldn't. I would just say use the Conservation money and call it a day and then use the forest money for whatever comes in the future for something big. I don't know. That's just me though. Selectman Gagnon said if the funds used correctly it should be a self-sustaining project where you make a town forest, you harvest the forest, you make revenue and those revenues are used for exactly this. Building bridges and everything else. The property should maintain themselves without any taxpayer money. That's the intent. But again *inaudible*. Mr. Dhima replied saying in theory right? Selectman Gagnon replied takes a little effort.

Selectman Guessferd then said as a warrant article you do run that risk that it gets voted down. Selectman Morin added that and if you throw too many warrant articles at them they're not gonna pay attention. Mr. Dhima added that is my concern. You start putting in for four grand. Does it really need to be there? But I will bring that back and if we can do a warrant article, we'll put the \$8,000 out of the Conservation money and then they can figure something out next year. That's good enough. I've got my marching orders.

Chairman McGrath said I have a question for Mr. Malizia. So if they Conservation Commission members, whether it's one of them or all of them, or some of them, they go out and they work on these trails in this area and they get sick or get hurt or get you know poison ivy, poison oak and it goes into their lungs it causes a severe problem, does the Town cover them? Mr. Malizia replied we would put in an insurance claim. I believe it covers volunteers that are doing work like that on behalf of the Town. From my

understanding. Chairman McGrath replied, okay so we should be prepared for that. I would think. I mean if they're working to clear hazardous material. I mean I remember a few years ago they came in and they needed equipment but the equipment was I think old or they had a problem with it. We addressed that. Mr. Dhima added they got all brand new equipment. They replaced everything. Safety everything, training...Chairman McGrath interjected saying they didn't have safety gear at the time but we have a duty to protect them if they're doing hazardous work. Okay. Next item.

The Town Administrator said do you want to talk about the warrant article L the drainage article? I'm just thinking it's probably easy because you have it right in front of you. Mr. Dhima asked which one the Transfer Station or Flagstone? To which the Town Administrator replied Jess spoke about the Transfer Station so I think you're just speaking about introducing the drainage project. Which we've called it article L just because of the order. Jess was here the other night. He did the Transfer. Mr. Dhima then said I was just thinking as we were discussing earlier about the project, I think I'm missing a warrant article about the bridges. The Twin Bridges to as well. I don't know why that's not in my packet. The Town Administrator said that's warrant article E so we can talk about that too. Mr. Dhima so okay I'll go over it.

Mr. Dhima went on to say so Flagstone Drive, the first one, infrastructure repair. This is about a 30" pipe that was installed in the 80's....Chairman McGrath recognized Selectman Morin who said can just save you a couple minutes? That seems to be a priority for the rescue funds through the whole group so this is, at this point....Selectman Roy interjected saying do we want to wait until we have that list before....Selectman Morin answered that's why I'm saying it. because when we left today that seemed to be like the number one that we wanted to get in and maybe get that done this winter. Mr. Dhima replied that works for me.

The Town Administrator then said he has warrant article E also. Which is one of the bridges. Mr. Dhima replied correct. So in 2014 we were notified that our rating was a six and a seven. Six going to Nashua. Nashua to Hudson that's another bridge that was rated a seven. So we started working with Nashua doing an evaluation and assessment. We got that done with a contract between Nashua and Hudson. We moved to the design phase which is taking place right now. That's approved by the Board and the Mayor. And we're pretty much done. They have identified the need for approximately just under one million dollars per bridge. To do what we need to do to make sure conditions of the bridge do not deteriorate beyond what we can afford to do. Our portion will be \$475,000. Just under half a million. That would require or consist of removing the asphalt. Removing the membrane. Getting to have a look at what the deck looks like. Any concrete, rehab, any assessment of that any replacement portion of it. Put the membrane back. Put the asphalt back. Fix the sidewalks. Take care of the guardrail. Takes anything related to the lights that are mounted on the edge of the sidewalk as well. The assessment of that bridge happens two years. There's a special assessment that the state does with special truck that they go under. They check above and below. We're waiting for that. I'm hoping it's still a six. That it has not deteriorated. But the intent is get it fixed to a point that it's a six or a seven and it stays there for a long time. The asphalt is compromised. What that means is the salt can go through now and get into the concrete. Once the concrete is done here goes the deck. So we're trying to do a rehab to keep everything at seven. Nashua has been pretty good so far working with us. They like to spearhead the construction phase because we've been doing the design phase. I don't have a problem with that. I would recommend it to the Board. They are in the process of raising the same amount of money on their end as well. So the intent is to have \$475,000 in Hudson. \$475,000 in Nashua. We go out for an RFP. We get a contractor willing to do the work and we get that bridge done. The following year we go through the same exercise and take care of the other bridge. And we don't have to worry about those for the next 20-30 years. That is pretty much that warrant article. So we're done with the eval. We're pretty much done with the design. We're gonna get into the construction phase, again, trying to do small pieces, be proactive. A little bit at a time. Now we're at the finish line hopefully. Chairman McGrath asked if anyone had any questions. Mr. Dhima said I just want to bring up too this was brought up at the ARPA as well. It was discussed. It's in the cue. I'm not sure where that's gonna land but again we're trying to run two different....Selectman Roy interjected saying but we're not voting on warrant articles at this point anyways, right? The Town Administrator said at this point you're listening to what everybody has to say. You still have some time to forward warrant articles. Theoretically you have all the way through December. I'm not saying you should wait that far but things evolve when we come with the ARPA money so we need to kind of see where that comes out, what the Board wants to do with that and then what's leftover. Selectman Roy asked can we

withdraw warrant articles. Say like we, we you know we put this out there and then we find out the ARPA money's....The Town Administrator replied, you could. It's kind of better if you don't but you could. Selectman Roy replied, no I understand that but you know like I don't wanna...The Town Administrator said you're looking at 50 year old bridges here. Obviously it's a critical piece of infrastructure state said it's not us, it's you guys. Just to put it in context he references numbers. So the scale is 10. 1-10. 10 is perfect shape. One is don't drive on this thing it's gonna fall in. we're at about a seven on one and a six on another. So time is important. They're not going to fall into the river right now. Again. We're just trying to be proactive because it's a lot cheaper now than if you have to do it when it's failed.

Selectman Morin was recognized and said what we're hoping to do is come up with a list so we can have a November 2nd workshop to discuss all that so we can get moving on it. Mr. Dhima added the one thing to keep in mind is unlike the bridge on Lowell Road where you can wait a year or two and that number will only fluctuate 5, 10, 20%, this bridge, which is a superstructure can go from \$475,000 to 4.75 million once certain things go beyond repair such as start replacing sections of the deck. You're closing the road. You're pushing everyone through Lowell Road. That's basically it. So we're at that point. That's what we're told in 2014 you're better off starting the process now and taking care of this before it gets to a five or a four because that, I understand, is beyond our reach financially. And the state already told us get in line because we don't even have the money for the ones already in the ten year plan. And by then....the Town Administrator said we're the last resort folks. Mr. Dhima laughed and said we're it. We're looking at the solution. There's no help coming from the outside. This is it. The Town Administrator added this is it. We have to take care of our critical infrastructure. That takes us all to the hospital so we've got to deal with that. Mr. Dhima added you could go to Sagamore but you don't want to add 10 minutes to that ride.

The Town Administrator said if you're all set with that I think we flip to the Sewer....Mr. Dhima asked does anyone have any questions about the Transfer Station that was spoken yesterday? Any questions related to that? Selectman Roy said I think probably for the public's edification can you go into why it's just not a retaining wall? Mr. Dhima replied, absolutely. So the transfer station upgrades consist of what we relate to the first phase is compliance, safety and a better operation out there. Right now you have a setting that was done from 30 years ago blocks. There's no concrete pads down there so imagine if you're out throwing away a lawn mower and you're supposed to empty the fuel and the oil and you have a bad actor there that says I don't have time for this and off it goes. Typically that would be on a concrete slab, it will be collected, that is not the case. It goes into dirt it gets flushed away. That said the crews have to go out there, remove the dirt, which is contaminated things of that sort. We do not have storm water management out there at all. So water, rain, does its own thing goes everywhere, there's no containing it. There's none of that. The safety related to the retaining wall, there's a block wall that the DPW put together, their own efforts, trying to get it. There's no guardrail over there. The stone wall/block wall that's been put there is shifting which means that the Town is at the point now that either you have to rebuilding that or buying yourself a little bit of time, even though it's not in compliance, or plan for something that's going to take care of this site for the next 30 years. That is phase one.

Phase two consists of putting a scale out there and start getting some revenue about all the stuff that comes to the transfer station so a resident is not paying the same as a contractor that's brining all this stuff in. trash removal, recycling, it's gonna become more expensive. So our intent is to do the scale, show that this could be profitable for the Town and then move into phase three, which is final phase. Build out a transfer station that can handle your current needs, your future needs or any needs related to distribution, strategic place for the entire communities around us. In case an operator would like to run that facility for us. In return get a break on your rates as far as you pay for recycling, collection, things of that sort. Look at it like the water utility. The rate hasn't changed in 22 years. It will be something like that. You set it up. You build it. You own it but you're having someone else run the day to day operation in return you get a consistent rate on that service. That's basically it. This warrant article that you see is phase one. I'll take any questions.

Selectman Gagnon was recognized and said I just want to say that was an excellent short presentation. I took some couple notes. So there's an environmental issue so a lot of people think one, it's just a retaining wall. Or I don't go to the dump so what do I care? But you just hit all the nails on the head and I think everyone can take part in. Environmental issue. There's a safety issue of people who use it. And in the long run a potential for revenue and the plan that you just laid out is very innovative like the water utility. So you did a fabulous job and I'm definitely in support of that presentation, that project for sure.

Sewer Fund (5561, 5562, 5564)

The Town Administrator started by saying just to set the stage as we always say, sewer is paid for by the sewer users. So if you're a sewer user you're paying for the sewer through the rate. If you're not a sewer user you're not paying for that service. I believe the sewer rate, it's been at least a dozen years that it's been the same rate. So we're able to operate the sewer in Town without any sort of rate increase. The crew over at the highway does a fantastic job of maintaining things. They do a lot of the service work themselves. And I think that's reflected in the cost structure there.

Mr. Dhima then said just to give an overall big picture of what we're dealing with at this time, all our booster stations or lift stations have been up to date. Our last one is Federal Street. That's currently taking place right now. So once that project has been completed all our infrastructure related to moving sewer will be up to date. Including the backup generators for the next 30 years. We are putting state of the art equipment in there. Everyone is very excited about it. We are setting up controls that we communicate with or we can get an update on what's going on every day. So that's in place as well. Another big piece that we completed recently was lining of the syphon, which is basically our way of discharging from Hudson to Nashua. So that's been done as well. Sewer, moving forward, will be focused on infiltration and inflow projects and lining. So once we find where the issues are we're going to go in and we're gonna do probably three to four thousand feet a year. And basically start removing this water that we don't want to come into our pipes. Groundwater, illegal discharges, things of that sort. So once our assets are taken care of and our commitment to Nashua for the upgrades are done now we focus on what are we gonna do with the pipes. We don't believe that replacing pipes is the way to go. Most of them are in good conditions but some of them have been compromised. We do see holes, things of that sort. The other thing that the sewer is doing as well, the utility is we are incorporating this year an asset management that we're going to utilize the GIS and start pushing work orders out or have the crews from the field start pushing work updates inside and start creating a database of what we have done through the years. What the needs are, including associating video feed with every single segment that we do out there. so when you click on things you're not only going to see information where the tie sheets for things are but also the footage DPW has down with their cameras to show where the weaknesses are and what needs to be recorded. So setting this up for the next person in line. So they have something to work with instead of here it is see you later. So it's been set up the proper way. Sewer and Water will be done this year. We're hoping to expand to drainage and other assets as well. That can be fleet that can be anything. There's so much that can be done with asset management these days. So that's in place. Sewer is in a good place. It's very comfortable where we are right now.

Chairman McGrath asked, anyone have any questions? She then said, I do. I have one. Line item 252, on page 2. Billing Collection Services. And the actuals for 2021 were \$2,662. Last year's budget was \$4,000 and this year's is \$7,000. The Town Administrator said so the asset management he just spoke of is the \$3,000 addition to that line item specifically so there's a cost to that system. That's in that line item. If you look at the detail you can actually see the \$3,000 spelled out. Selectman Roy then said and that's still covered by the revenue that's generated? The Town Administrator replied this is all covered by the sewer. Mr. Dhima added 100% by the sewer utility. Correct. So once it's set up every year we have a maintenance of that license. Basically allows us to get access to it. Get feedback and start building on the database. The Town Administrator added it will be borne by the sewer utility who's benefiting from that.

The Town Administrator went on to say there's the operation line which is 5562. That's sort of the meat and potatoes of the day to day operation that the Public Works Department manages. If you recall they have a crew that's dedicated to drainage and to sewer. It's a cost allocation share. I think it's 60/40. So we use the same people for drainage that we use for sewer. Same basic crew. Chairman McGrath said so I have a couple of questions on this one. Anyone else have any questions first? Selectman Guessferd was recognized and said thank you Madam Chair. Just sewage treatment line 239 looks like we had a dip in '21. The Town Administrator responded, that's the cost we pay to Nashua. So depending on what Nashua does for expenses. We budget high because we don't know with Nashua sometimes. Selectman Guessferd said yeah the actuals two years before that were in the \$400,000 range. It seems like a good year. Mr. Dhima replied saying, it was a good year! So what has happened too in the past couple years is every year we try to meet with them and go over everything and what the projections are. Unfortunately due to COVID we haven't had a chance to go out there, have a sit down and go over every single item. So

that's why you might see a little inconsistency there but yeah. We haven't had a chance. They've still been pretty good about providing us with information but a sit down is much better than just here it is. I don't know if I said this but we do own 12.58% of the sewer treatment facility in Nashua. So because you own that portion you also have now obligations related to that 12.58. So every time they do a \$100,000 project you have that 12.58. So it's great that we own 12.58% of the flow. In return there's a responsibility for all the projects that they do there. That relationship has been pretty good.

Selectman Gagnon was recognized and asked line item, I believe its 252, it just seems all over the Board. We see a past of \$5,200, then \$45,000, then \$14,000 and then you're budgeting \$51,000. How do you estimate since those line items seem to be all over the place? Mr. Dhima replied saying so, you got the \$10,000 for testing the generators. So that's something Mr. Forrence spoke of the other night. So every so often they go in and do a life test for the generators. So you got that going. Then you got the infiltration and inflow that we do. That's about \$30,000. That's us going out and saying we want to do this subsystem. We have about nine subsystems in Town. So we're doing one at a time. Once identified we start doing the lining. We've been pretty aggressive, and you're gonna see this that we're gonna be pretty aggressive on that line particular task once all the booster, all the lifting stations have been taken care of. And then man lift repair, asset management the four grand that we talked about. Things of that sort. So yeah it varies depending on the need. And as I said once we got to a good point with the lift stations we basically switching back to that now. So, you'll probably see that being consistent moving forward. Selectman Gagnon asked so more in the \$50,000 range versus the \$5,000 range? Mr. Dhima replied, correct. The \$10,000 for the generators will not go away. The \$30,000 you're gonna see for subsystems might be \$30,000-\$40,000. But it will be related to that. And you're gonna have minor things related to software, asset management, things of that sort. But I think you might see some consistency moving forward because I think that I & I study will not go away moving forward. it will be our focus for the next five years. Selectman Gagnon then said, and just to clarify, cuz I see \$45,000 from 2020. It went to \$14,000 2021. Is that COVID related or did you stop utilizing those funds? Mr. Dhima replied, I don't see that. Am I looking at something else here? What page are you looking at? The Executive Assistant said page five, line 252. Selectman Guessferd said on the actuals sheet. Selectman Gagnon said so I see 2019, 2020, 2021. The Town Administrator said it could just be less aggressive during the COVID year. They're outside contractors and we were just not being as aggressive with some of the outside. Mr. Dhima added or you simply couldn't get any one. Cuz you know the whole sewer thing become an issue when the whole COVID thing, where you can get it from. Wastewater became a big, handling trash, or that, so maybe we went out and couldn't get anyone. I don't know. I'm not sure. Wasn't much going on in 2019 I'll tell you that much. That will be the theme moving forward. I & I, taking care of the treatment facility in Nashua and lining.

Chairman McGrath asked, anyone else with a question? I have one. Line item 403 Small Equipment Maintenance. In 2021 the actuals were \$76,000. Almost \$77,000. Then the budget last year was \$41,000 and this year it's \$12,000. Are you cutting yourself short here? The Town Administrator spoke up saying no that would be Jess, the only thing they have remaining, they make a payment, a percentage of a payment of a pickup truck he has in his fleet. That's the only thing he has left in that budget. The other things he's paid off. His equipment, be it the sewer trailer. I think we did some camera upgrade work through that through the years. Mr. Dhima replied that doesn't mean that the following year that will be the same but. The Town Administrator said next year he might come forward with something else. But right now the only thing he has left is the 4th out of five years for pickup truck payment. Mr. Dhima then said I could be wrong here but the sewer has a little bit of wiggle room if something ever happens. For example there's an account set aside for emergencies or things of that sort. It's a little different than a taxpayer account when it's like that's the fixed number there's nothing you can do about it. We try not to and we haven't but. Just like the water. There's a little bit of wiggle room. Mr. Dhima then said that's it.

The Town Administrator said there's one more. One of the bigger accounts, I don't have the page number. Its account 5564 I believe, Lisa? The Executive Assistant spoke up saying its page 11. The Town Administrator said yes, it's basically it's sort of the construction types of things. The larger capital type projects that they like to try to spell out. Which I think includes the lining of the pipe Elvis was talking about. We see Nashua STP. That's the sewer treatment plant. Nashua typically identifies we're gonna be doing this, this and this. Your 12.58% is X so that's where that flows through so we make, you know, our capital commitments to Nashua through basically this line item. Again you can see money for Inflow & Infiltration that's gonna be on here. Just wanted to point out that that's sort of the key capital things. The

bigger ticket covers the plant and then our internal infrastructure. Again all covered by the sewer rate. All covered by the sewer users without an increase to the sewer rate. You're getting a pretty good deal.

The Town Administrator said I think they have a modest warrant article. I think it's letter I. if you recall we have a VaCon truck. We've ordered a truck. It hasn't come in yet. Everything is taking time. But we've done that through the capital reserve fund. We've put money in. so there's a warrant article here requesting an addition or putting \$30,000 into that fund so that we can beginning putting money in for the next truck which will be somewhere 8, 9, 10 years out. So the sewer, municipal utility put forward a warrant article pretty standard, coming every year. I think it's from the sewer fund if I'm not mistaken so it won't be a taxation thing. But it's nonetheless a warrant article to fund that capital reserve. As you recall all capital reserve funds have to be put on a warrant article. And that was I if you have any questions on it.

Selectman Roy said it says \$15,000 from the sewer fund and then \$15,000 from the Town general fund. The Town Administrator replied, so drainage, the truck is used, it takes care of our drainage system and our sewer system. So if that's what it says that's what they intended to do. So that's that. I think if that section is done the next section would be the water section.

Water Fund (5591-5594)

The Town Administrator started by saying again, the water utility is paid for 100% by the users. So if you're a water customer you're paying for the system. If you're not a water customer, you don't get a bill. Pretty simple stuff. I think we've owned it since 1998. And we haven't had a rate increase. Mr. Dhima said well you dropped the rate 10%. The Town Administrator said well 10% when we first bought it so it's been a pretty stable utility. Mr. Dhima added but it is getting challenging. The Town Administrator said it's getting more challenging you know you hear the news about PFOA's that's trickled into one of our wells so that well is offline right now which necessitates us buying more water. We are currently doing a cost of service study with Pennichuck who provides that water to us to get it at a more discounted price. If you can guarantee a certain amount of flow we get a better rate. So we are currently working on that study now. We've kind of made some assumptions in this budget that we'd be buying water from Pennichuck. We're also going to be speaking to the industry that polluted, it seems to be where a lot of the PFOA's are emanating from looking for assistance from them from a financial perspective. I don't want to say too much more but there is also activity going on because quite honestly DES has said anything in this area we believe emanated from this facility and that facility has a responsibility to help mitigate this situation. So just kind of big picture. Right now we're able to keep the utility at the same rate. But if for some reason we need to do something different we'll have to talk to the Board about some sort of treatment facility potentially. Might not be paid for by us. Might be paid for by the other industry. Mr. Dhima added, and we are pursuing grants related to funds related to treatments caused by PFOA's so that's in the works as well. We're looking at different options. What can be done either grants, loans or forgiveness programs related to certain things. The state is pursuing certain programs we're involved with other things like Mr. Malizia said. But we've been very much in sync of what's going on since 2017 when this whole thing started. So we got our arms around it and we're just we're very much involved.

Selectman Gagnon was recognized and said Elvis, I'm curious, if this is a water issue, water clarity issue, why didn't you present this to our federal fund committee? Wouldn't that come under those fund possibilities? Mr. Dhima laughed and said the ARPA wouldn't even be close. It's, let's just say whatever we're entertaining for ARPA money you need to put another zero behind it to get close to one of the things we need to take care of. So I didn't want to waste the Committee's time on that. Selectman Gagnon replied saying fair enough. Mr. Dhima then said but we are locked in on a few things, we're talking about 20 million dollars. The Town Administrator added there's still a bunch of moving parts too. I mean DES is involved. They are spearheading efforts that will benefit us. Mr. Dhima added, we are in the queue. We did rate 13 out of 180 projects out there. So they know we have an issue. They've take notice and we're on the list. How that works out, we'll see how that plays out. The Board has to have the final say on what's what but we are pursuing other things as well, as Mr. Malizia said. So as I said, we're very much involved. We've got our hands around this. But it is impacting us financially. There's no doubt about it. And operation-wise. So it's a reality we have to deal with and we are.

Mr. Dhima went on to say, projects we've been focused on in the past is getting the new well online. Getting all the booster stations about ground. I consider above ground assets taken care of. We have one last asset we need to take care of which is the Marsh Road booster station. Selectman Roy gets service out of that. I got bad news I did not get good feedback from the Committee. The second they heard that they were like nah... (laughter in the room). But once that's completed, and the other project we're gonna be focused on that's listed tonight is communications. How we get our assets to communicate to each other. We have the wireless, we have the underground lines, the copper lines, which is gonna be disconnected at some point. So we're trying to have a backup plan which is you know a radio. And we'll be able to switch back and forth. So in case the roosters get into the wireless we can switch and still be able to run our water facilities with no problem. So we are in a much better shape than we were. We are going in the right direction. Asset management will be kicking in this year as well with all the assets that we have. We are purchasing more water from Pennichuck and that's something we have to deal with, but we have the infrastructure and the means to continue to provide the services without an impact. At least for another year or so. So overall I think we're still in good shape. Every community, municipality utility has been impacted by this. I think you're going to see an impact on the sewer as well because the wastewater treatment will be the next thing for PFOA's. You can't drink it but you can't also have it in the wastewater treatment either. It's gonna be interesting to see where it goes. It's gonna be very interesting. But nevertheless think about you pay a \$1.50 for that 16 ounce bottle and we charge \$3.30 for seven hundred and forty eight gallons. Still a pretty good deal if you take in consideration you just probably paid about \$1.50 for that one. Which is 16 ounces. Can't beat it.

The Town Administrator then said one of the things on the horizon is, we bought the utility in 1998 and took out a 30 year bond. So in approximately six years the bond for the purchase will be paid off. Which will free up about two million dollars a year. So you'll be to, prospectively down the road, have money to do whatever infrastructure things you need to do. Whatever treatment plants you need to do. A few more years and we'll be there. So through the years we've managed to update most of the assets you recall, you been around for a while, we did the Gordon Street tank for example. That whole thing. We relined all the booster stations. Mr. Dhima added all the generators at the wells. Mr. Malizia continued saying everything's backed up with emergency generator power. The one last asset is the Marsh Road station. It's in the ground. That is not how they do things now a days. That is a safety risk. It needs to come above ground. I think we put something in for that. Mr. Dhima said yes, there is an item there for that. That's currently been designed right now. So that's again something that we planned last year. \$100,000 to do the design. We're doing under \$70,000 so we're taking care of design. This coming year if the water passes we'll be doing the construction phase. If there's ARPA money there's room for that. I'd like to get that done right away because it's something that we need to take care of. But I think we're in good shape. The issue over there too is that we cannot separate the tank from the pressure system. They went cheap on that in the seventies - eighties and they combined them together so we cannot separate the two million gallon tank from the pressure booster station service area. Which is an issue. So there would be identified once we take all the components from the booster station and create its own facility on the side.

Mr. Dhima went on to say the money that we're carrying is pretty tight for that. I'm hearing all kinds of numbers. I'm having a hard time coping with that but I feel comfortable what we have is going to get the work done. So I feel comfortable with what we have on the books right now for that project. Once it's done I will feel better. It will be less stuff underground. They'll still be a vault there for the tank for shutoff and on, which is standard, but at least it will not be any electrical component in it in case that gets flooded. That's what makes me nervous. It's one way in, one way out. It's not what you would do today. So it's something we have to cope with cuz the Town obviously inherited it. It wasn't something the Town did. It's something the company did. Private company. Tells you how much they care. But we're gonna deal with it. We have a plan. That's one of the two big projects we have lined up for next year. Again, small steps. Consistent. Trying to get this stuff above ground and then start focusing on pipe replacements moving forward. Again, water something to be proud of. Good shape. Could be in better shape, absolutely, but we got the water losses really low. We've been working on that. We do get grants for doing leak detections. So we do about 100 miles a year now. State gives us the money. Provides us with a contractor they pay directly and we have someone out there, third party, that tells us where they leaks are and what we need to do. Once we identify those we go in and take care of it. Then we have less and less losses out there, known losses. So it's going in the right direction.

The Town Administrator then said we have an administration, the clerks. We have two water utility clerks. We, the Town, does our own billing. And is also customer service focal points. So when somebody calls they're speaking to a Hudson person. They'll get referred to a Whitewater who we hire as the contractor out in the field. But we have a presence here, we do the billing here, cause it's Hudson and it's our utility. So that's administration. Again, nothing major changed there. I think a couple of minor things on the budget.

The Town Administrator said I'm not sure what page Operations and Maintenance is, 5592. As I mentioned this is where the Whitewater, I think the Whitewater contractor is under here? Mr. Dhima replied correct, other professional services, 525. The Town Administrator said we have a contract with them. This is where, I believe, the Marsh Road booster station construction cost is. I believe you've got that budgeted in here. Mr. Dhima said yes, so that will be 401, the Marsh Road Booster station 375. The Town Administrator continued on to say so when we think about it this cost center is pretty much the assets inside of Hudson. The next cost center is basically the assets, the wells, and the water supply assets. So inside Hudson, then 5593 is kind of outside Hudson. When we bought the utility we bought the wells and the wells are in Litchfield. Mr. Dhima then said as the joke goes that's all their good for is the water there. Mr. Dhima then said not a change there. As I said, as Mr. Malizia mentioned earlier, we lost one of the wells June 30th this year due to concerns about the PFOA's levels. We decided not to continue operating that well. After consulting with the state, being proactive about it, we didn't think it was going to get any better so we just really isolated that. It's there in case it needs to be brought up for treatment but we are only operating one well at this time which is Weinstein. We're in compliance, obviously. But we did lose about 750,000 gallons a day because of the PFOA's issues. The Town Administrator added in the summer time there's obviously a lot more water use. In the wintertime we typically don't have the same volume because people just aren't doing what they do in the summertime. But when we looked at this we said okay, what's the average, how much do we think we need for the year. So we built in a number to procure the water from Pennichuck to come over. Again, we're working to negotiate a lesser rate, a better rate, so that it's better for us. It's never going to be as cheap as pumping it out of the ground. But it's as good as we're gonna do. Mr. Dhima added, we, from preliminary numbers, it appears that we are gonna be saving significantly if we lock that in and it becomes a five year contract. Whatever that number might be. The Town Administrator said if we can guarantee them, them being Pennichuck, a certain amount of water, for example the Anheusser-Bush plan guarantees them a certain flow. They do Milford, I think they get a certain flow. They give you a much better price because they can predict, they have a model, and they know it just makes more sense for them from a business perspective. We are looking at that right now and we'll have data and come back to the Board and say here's where we're at. But right now they're doing a study and it's being paid for by the state which is great. Mr. Dhima said we got the state to help us out about \$40,000 so they're helping out.

Selectman Roy was recognized and said so that, what you were just talking about, is the increase in 293 right? From \$548,000 to about one million dollars? So then what is the increase on 411 the computer equipment. It increases about \$140,000. Mr. Malizia said I think Elvis briefly mentioned but they're upgrading to the wireless and to the radio read because the copper lines are going away. So we need to have two systems so we have redundancy. So I think he presented, if I'm not mistaken, to the grant program today, but that's basically our assets need to communicate so that we can diagnose and know what's going on and we need to flip this switch and do this and we need to be able to do that from a central command center. Mr. Dhima then said so the way everything is set up is the tanks talk to the wells. The booster stations talk to the rest of the assets. We get alarms, communications, we get what's going on throughout that. Back in the old days someone had to go in, figure out what's what, took forever. Respond time was horrible. Now everything goes through a station set up at Town Hall in my office and the second facility on Candy Lane which is basically Whitewater. They run independent. If one fails we have another. In addition we're doing backups for that. But the rate of communication is the big, one of the two major projects that we're gonna take next year. Which is we need a backup plan in case internet goes down.

The Town Administrator said I think I mentioned the bond payment, every year the interest declines so we save a little bit of money. So while that kind of fits in when you look at the bottom line. We've been saving interest as the years go by as the bond is getting older. We actually have a second bond we took out in 2011, in three more years that will be paid for. We did some infrastructure work. Gumpas Point booster station, ended up looping a circuit of water line down the south end. At one point if we had a water break

past Lowell Road, where Market Basket is everybody was out of water. Now we have it so that if this breaks, we've done a lot of redundancy, and a lot of looping so everybody doesn't lose water. Think about the industrial park there. That's helped their ISO rating, which helps their insurance rating. That's the sort of infrastructure things we've done. Mr. Dhima added, we continue to do that every time we see, you mentioned earlier, any way we can have a developer do certain things when they do projects. So that comes up all the time. When we have a project and there's a way or the means to go further out and connect A to B now because of additional work we require that from a private developer that's doing a water line extension. The most recent case we did, we had Lowell Road and Executive Drive completely separated through one transmission line going to the park. When they did the extension on the Friary Drive we required them to go from Lowell Road with a 12" all the way down to the Friary and connect that dead end. Now that allows us to isolate certain portions of that park without us shutting down the entire area. So we always look for things like that. So far so good. I think when we're all caught up at some point and there's additional money we will start identifying areas they went to the left or the right and stopped for some reason over 100' to connect. Don't ask me why but those will be the things next in the cue to do. We'll get there. The Town Administrator said we can't speak to the utility company that ran it before but we can tell they did things, kind of cut corners. We fixed a bunch of sins, let's put it that way. I think the people are getting a good deal on that too. In my opinion. Mr. Dhima added steady for 22 years. That says something.

Trustees of the Trust Fund (5020)

The Town Administrator said now we can go back to the beginning. If you go back to the Town Officers tab. These are a lot of the more modest committees that don't have very large budgets. So it shouldn't take too long to go through most of these. Trustees of the Trust Funds they basically have some clerical assistance they have an individual that assists them but other than that a pretty modest budget. They handle jeez, I don't know what the trust funds are up to but millions of dollars of investment. They're three elected trustees and they basically, like I said, manage and invest all the capital reserve funds, all kinds of money. Millions. So very responsible and they do it very well.

Cemetery Trustees (5025)

Mr. Malizia explained, again, very modest budget. There are three elected Cemetery Trustees. There are four or five Town cemeteries. Frequently what they'll do is identify if there's some headstones that need to be replaced or something repaired. I know the DPW crew works with them. Helps to clean some of the cemeteries out. If I recall we took over the Sunnyside, the one on Central Street. DPW and a lot of volunteer work really cleaned that cemetery up. Not all the cemeteries in Town are Town owned. But there are a few that are.

Selectmen Gagnon said line item here, \$1,200 seems pretty low. That covers mowing and maintenance...The Town Administrator said no that covers things like headstone repairs. The DPW in the Parks Division and they do all that. It's under their budget. This is sort of like the Committee budget. They don't really do a lot. I don't mean that disrespectfully. They don't have to do all the mowing. They don't have to do all that. Jess' crew does that.

We talked about the Town Clerk's so I don't have to go through all those pages. And you had the pleasure of speaking to the Moderator the other evening. So we can go through those pages.

Supervisors of the Checklist (5025)

The Town Administrator said we have three elected Supervisors. The budget is down. This year they did a voter checklist purge. They're required, I think it's every ten years. They have to go through the voter checklist. Then purge. There's a mailing requirement. You have to reach out to folks. I forget how many names they actually purged off the list but there are people that are deceased, that have moved. There's no obligation to tell us you moved. So we have to go through this process. They have one of budget request. They are requesting some sort of laptop type device so when they go to the polls, when they're

working here they can bring something home. They're asking \$1,500 for three devices. Ms. Nute is aware of that. So it's an out of the budget request. It seems pretty modest but they did ask me to include it so I'm putting it here for your consideration. Again, it was on the list that you got in the book last week. You can take that up at the end if you'd like, but I just wanted to point out that there is a request to get some common laptop devices.

Selectman Gagnon asked that was Supervisors of the Checklist? To which the Town Administrator replied, correct. Selectman Gagnon then asked does that cross what the Moderator presented to us at our meeting earlier? Mr. Malizia replied, no. Supervisors are different. So the Moderator is looking at some sort of tablet type device that the checklist goes on so when you check in. I think that's a different technology and different type of device. The Supervisors have to register people to vote. You can register at the polls. They have a lot of requirements with the state. The state is ever more demanding because everybody wants to make sure elections are clean, fair and honest. So they have a lot of work load. They want the ability to be able to take some of that workload home or do it at the polls more readily or even do it here. Selectman Gagnon said I just didn't know if those assets could be used, you know if you buy ones that are laptops or iPad and have the trust fund trustees have them most of the year then have the Moderator have them. Just didn't know if there was any crossing of those. Mr. Malizia replied I'm not aware that there is in this case. Selectman Roy added, correct. I think there's some legal requirements for these folks. Mr. Malizia added I'm not aware there's any way to. It's a nice thought but I don't think you can do it.

Treasurer (5050)

Mr. Malizia said this is now an appointed position. Formerly elected. This is the stipend that's been set by the voters. This is for the Treasurer. Basically if it's not a trust fund the Treasurer handles it. From a possession of our bank accounts. No change in that.

Sustainability Committee (5055)

Again this is the Committee, not sure who the liaison, you? Selectman Gagnon replied yes. The Town Administrator went on to say Sustainability Committee, you're obviously familiar with them. They look to find opportunities for energy savings and other efficiencies. I took the liberty of preparing a warrant article for them because last year, let me back up. Two years ago there was an article to establish and energy capital reserve fund. Energy efficiency. Initial funding went in. nothing went in last year. So I had made a commitment to Linda Kipnes that I would remember to put in a warrant article for this year. I put in warrant article J, \$25,000 which is what the initial financing was. So again, I made a commitment. I think it's reasonable to do. Because it's a capital reserve fund you have to put it on the warrant. So like I said, I made that commitment to them.

Selectman Gagnon spoke up saying in one of the recent projects they just did was changing all the lights, LED lights. The Town Administrator added the Highway garage. Mr. Gagnon said that's what I was saying the Sustainability Committee kind of brought that idea but it was the Highway who paid for all those light changes? The Town Administrator said right now it's gone through the DPW budget but it will be reimbursed from this capital reserve fund. That was the intention. Selectman Gagnon replied, ohhh, okay. The Town Administrator said we pay, then we get it back. So I'd like to put money in there so if we do another project we can do the same. As opposed to the LED lighting project which was done a different way. That was actually done, we were able to finance that through the savings we're going to see from the overhead light bills. I know it's a little convoluted but we're paying \$160,000 in overhead light bills, it's gonna go down to probably \$100,000. So that \$60,000 for the first couple of years we're not going to see the savings. We're going to be paying the cost of paying it off over time. But after year three we're going to be saving money. Selectman Gagnon said perfect example is what they Library Director said to us tonight. Excellent. Selectman Roy said that was a separate project that they did earlier than the Town did but it's the same concept. Over time there's a realization of real savings. The Town Administrator said but it's nice to have money in there to be able to do it. Like I said we didn't get anything in last year. So I made a commitment to Linda to put it in. so I put it in. Chairman McGrath said so she'll be smiling down.

Benson Park Committee (5063)

The Town Administrator explained that's simply the cost for the Benson Park Committee. They normally do clean up days. There's usually they provide water, some sort of pizza. Something to eat for the volunteers. They have a very modest budget. Again, that's Benson Park Committee, as opposed to the Parks budget which is under Jess' prevue.

Budget Committee (5070)

The Town Administrator said Budget Committee, pretty modest budget. Last year there was a request to put in money for laptops. It went in and came out because of the default budget. I didn't want to presume because there's different people on the Budget Committee. I spoke to the Chairman, actually today. I believe that the Budget Committee will deliberate if they want to put laptops in they'll have the ability to do that when they do their deliberation. Again we have different folks. I don't know what the needs are going to be this year. I don't want to presume something. They didn't direct me to do anything so I spoke to him and they'll deal with that when they get the budget.

Ethics Committee (5080)

The Town Administrator said Ethics Committee, very modest budget. It's typically used for notices and minute taking when required. That's the Town officers. Pretty basic.

BOS/Town Buildings (5110, 5115, 5120 & Warrant Article H)

The Town Administrator explained we start with the BOS/Administration budget. That's us. You, me. Our area. Selectman Roy asked so if we were going to do a manpower study is that where this would be? The Town Administrator replied more than likely you would have to transfer the money from somewhere, but I'd probably transfer it into here. Depending what a study costs. I have to get it from somewhere. Selectman Roy replied, right. The Town Administrator said I have to identify an area but I would expense it out of here. Selectman Roy then said so I guess my question is are we gonna add it to this budget that we're talking about now? Mr. Malizia replied or you could do it this year if we can identify where the money is coming from. I assumed you'd want to do it sooner rather than later. Selectman Roy replied, I would but you know I guess I'd like to see where we're getting it from. Cuz we're already in a default budget, right? Mr. Malizia replied so some of the areas I would suggest is the contingency line item which is typically a line item that we don't have identified specifically. That's one area. Normally I would say legal but not this year. I'm not comfortable making that recommendation. But other area where we had some cost savings was the summer rec program for example. We didn't do one so depending on what we got for a number, ten-twenty thousand that might be a bucket of money that we could look at repurposing. Those are just thoughts if you are wondering. But it's not in here, currently. Selectman Roy replied, okay.

Selectman Gagnon asked do you know what a study like that costs. To which the Town Administrator replied yes ten to twenty thousand. Selectman Roy asked do you know how long one takes, out of curiosity. The Town Administrator replied it depends how big the scope of the effort is. I would assume at least a month. Because they got to talk to people. It's gonna take some time. Through the years there's been one in the Fire Department, just before I got here, I don't know how long that one took. There was one on community development some number of years ago. That took a couple of month's maybe. We did an IT one that took at least probably a month to six weeks. So you're probably looking a month, two months, depending. They have to talk to people. They probably might talk to some of you folks. They'll talk to staff. They have to look at data. But bottom line this is the budget for Board of Selectmen for the Town for us. Again, we try to be careful with it. Mostly labor driven. Operating budget was actually down a little bit. I tend to print less Town reports each year because we don't need as many paper copies. People still like them but I try to cut that back every year. People don't take as many. So just one area I save. Selectman Roy added and it's online. So if you're looking for a specific thing. Mr. Malizia added some people like that paper copy though. They like brining it home and going wow we pay these guys what?

First thing everybody goes to. Nobody ever looks at the boring financial stuff. (laughter in the room).

Oakwood (5115)

Mr. Malizia said Oakwood, this is the old rec building. We still maintain record storage up there at the current time. It's fairly modest. I don't think there's any changes there. Again it's basic utilities. Chairman McGrath asked we still using that for storage? To which the Town Administrator replied yes, we have Town records up there. Chairman McGrath asked is there security on that building? To which the Town Administrator replied yes. Codes, locked. I don't know if has cameras but I know it has security when Rec was up there.

Town Hall

That's the maintenance of this building this particular facility. Pretty similar number. You'll see some big actual numbers in '21. Don't forget that's the grant money we got to retro fit the Clerk's office, the Assessing office, the Land Use office and those types of things. That was the hardening of the facilities for the COVID. That's the appropriate the grant money came in. I don't get to net it. It's just gross numbers. I don't expect to do that again. That seems to work fairly well. Those areas. I think the people are happy with what they got.

Town Poor (5151)

Mr. Malizia stated I did speak to Kathy Wilson, does our Town assistance program, what we call welfare. We have an obligation of assistance to Hudson residents who need assistance who qualify. We have guidelines that have been adopted. Kathy Wilson manages this program for us. I spoke to her looking at the trends, we've been budgeting \$80,000. But we've been spending quite a bit less. Kathy has resources in the area that she can direct people to. Whether they be the soup kitchen, the Front Porch Agency. Some housing agencies. So upon discussing with her I think we're safe putting the number down to \$65,000. At least trying to put some sort of modest reduction in. I have an ace in the whole. I have some money in a donation account that at least one former selectman donated be used for Town Poor. So if I needed to I have like \$10,000 I can draw on. We can draw on. But I think this is reasonable based on the numbers we've been looking at. Surprisingly didn't go crazy during COVID. You have to qualify. We are the first stop. We're not the only stop. They may qualify for some state benefit. But we typically help people with a month of rent. We might help people with a utility bill. We might help with a grocery bill for a week or two or direct them to the pantry. But she does a very good job at managing that and knows the area, knows the assets that are in the area that can assist. So I'm reasonably comfortable with somewhat of a reduction. I know we had a conversation at the Budget Committee last year. There were questions why do you keep it at \$80,000? So again, I spoke to her, her being Kathy. She was okay with it. And again, if we needed to we have some other resources. I will say this, we are required to provide assistance. Whatever it costs. So you can't make this zero and tell a judge oh we need money. No you have to budget something. This seemed like a reasonable number for this year.

Selectman Gagnon asked how do residents know about this? How would they know if they wanted to take advantage of this? The Town Administrator replied they can typically look either on the webpage or they can call 211. 211 may send them here. A lot of times people just walk in and say hey I don't know where else to go. They come here. We're the Town. It's amazing how many folks walk in. and I think sometimes when they approach these other agencies they may tell them first you need to go to the Town. Selectman Roy added they may get referred by the School or something like that. Mr. Malizia added Kathy works with the School folks because there's folks at risk over there. So there's a lot of cooperation and a lot of folks get referred here. She does a really good job managing it. It's a lot of effort. I think she's done a good job through the years. Chairman McGrath added Kathy does do a good job. The Town Administrator said it's a lot to deal with folks who are down on their luck or have situations that are difficult. She's got the right temperament for it. She knows when she's being fed a story and when someone truly had a need.

Legal (5200)

The Town Administrator explained this covers our general legal counsel. It also covers when we have labor issues, if they be grievance or other issues we need to confer with the labor attorney because we're certainly not experts. We will be negotiating two contracts next fiscal year. The Public Works group and the Town Supervisors Association. So what does that mean? That means we sit down with them, we negotiate, we are required by code to have a professional negotiator work with us that is in the collective bargaining line. And we continue to budget for value defense. In other words the utilities in particular love to argue their assessed value. So we have money in to defend in court whatever necessary court of land tax appeals. Our valuations as you're well aware, but it's worth it to the utility to do. Selectman Roy asked and we do that with other Towns, right? Like this is just a portion? Mr. Malizia replied, yes we were in a collective group with I forget how many other Towns, against I think it was Fairpoint at one point in time and PSNH too. It depends sometimes you do that because it's a bigger picture issue and other times it's very specific to Hudson. But none the less we've managed to leverage some of it by participating with other communities but sometimes we have to go it alone. So we put money in to defend our values. Because we think we're right. The Assessing world is, there's more argumentative stuff in that because it affects everybody. It affects everything. Your tax bill, your valuation, so utilities hire, have people that's what they do all day and we have to defend ourselves. Chairman McGrath said we're lucky we have Jim Michaud. Mr. Malizia added Jim is a very detailed, very passionate, very educated individual when it comes to this work. If you think about it this way it's a critical piece of our tax because you have an expenditure, all the appropriations you have revenue that offset it and it's all divided by the base. And you know our base is our assessed value. We're at 3.2 billion dollars. People don't realize but 3.2 billion in Hudson. That's the assessed value. That's a pretty big number and there's a lot of detail that goes into that. So it's something that we have to constantly treat people fairly and equitably and there's a lot that goes into that effort.

Finance (5310, 5320)

Lisa Labrie, Finance Director, explained so the first one is the 5210. A Modest deductions in the salary lines based on my predecessor versus what I'm making and the benefits related to that person. I thought I had taken out the \$600.00 for the telephone so I need to look at that but that should be zero. Chairman McGrath said but that's not megabucks. Ms. Labrie said right, that's true. But I don't anticipate getting a phone so we're gonna take that out. Equipment rental went up a little. Some of it had to do with the default budget. It came down and it's gone back up. I try to pick a number, somewhere in between, closer to '19 and '20. The Town Administrator said this is the big copier that is utilized by just about everybody.

Our audit, same thing. It's gone up from '21 to '22 and '23. It's billed the year after it actually happens. And we've had a single audit related to grant money. If you hit the threshold of \$750,000 or more you have to have a separate audit. So that costs more money. Then there's something called an OPEB which is Other Post-Employment Benefits. Which has to do with retirees and it's a separate company that does that work for us. It's \$4,000 just for that report. So that's included in that number and the single audit for this past fiscal FY21 should be happening within the next week or two.

I reduced the mileage and registration and training due to COVID I haven't been attending a lot of, and I also haven't had time to go to a lot of seminars. It hasn't been my primary focus. Any questions on that? Selectman Gagnon said 121, just for my own knowledge, what is flex-cash benefit? Ms. Labrie replied flex benefits is money that's received for not taking the insurance. In this case the employee gets part of the savings. I'm grandfathered in as a single person I get a small amount every week. Selectman Gagnon replied gotcha. Okay. Ms. Labrie said it wasn't in there before because my predecessor didn't, she took the insurance.

Ms. Labrie continued saying moving on to 5320 that's the rest of the department. We added the part time salary line where I came before you for permanent part time employee. So that's that increase. The salaries line came down because of the person replacing the Town Accountant makes less than the one before. Then the benefits related to that based on percentage. The only other bigger change would have been the office supplies and our shredder is on its last leg. Whether or not I'll be able to wait til FY23 but I wanted to put that in the budget because our shredder is in tough shape. That's the difference there.

Selectman Gagnon asked can we get an office dog to replace it? Ms. Labrie replied, I'd love to. Good stress reliever. I think the IT portion was covered by Lisa Nute. The Town Administrator added she did the comprehensive review of all that. Chairman McGrath said that was easy Lisa.

Planning & Planning Board (5571-5572)

Mr. Malizia said let's go to the Land Use tab on our way to the back of the book. Mr. Groth wasn't here tonight, he has a head cold. I would offer to answer any questions. But basically the Planning budget is basically the Town Planner and the Administrative Aide. NRPC dues are in this. They've held the line, NRPC, the dues are from what I believe the number is the same. We utilize, we're part of that Nashua Regional Planning Commission. They do, in my opinion, some pretty interesting projects for us. They are currently working on the voting district project for us. That's the type of project that they'll do. I think they provided a pretty good service to the Town. Others may disagree, but I think they've been a resource that the Town can call on pretty readily. That's in this budget but there's been no change to that line item. Selectman Roy said I think they served us well. In my experience with them and I think we might underutilize them a little bit. Chairman McGrath said I would tend to agree. The Town Administrator said but they are there and like I say we've been a member of NRPC now for as long as I've been here. It's all the communities in the Nashua region area. I think they've made a concerted effort to pay more attention to us. So people will ask what have they done for us, well, I think they're making much more outreach and trying to help us more.

Chairman McGrath said well Jay is there now. Mr. Malizia added, yes, Mr. Minkarah is a very good director. Very in tune to the community and the area needs and realizes that just because it says Nashua at the front doesn't mean it's just Nashua. This whole region.

Mr. Malizia then said Planning Board is another piece of the budget. There was one issue that was brought to my attention. Minutes in this area here. If you look at the ZBA we're using a professional minute taker to prepare and take the minutes. That's about \$12,000 for that in the ZBA. This Planning Board professional services only has \$2,000. We may want to think about utilizing the same individual to do both sets of minutes. As our minutes become, I don't want to use the word more complicated, but as the matters in front of the Planning Board become more complex and more maybe subject to legal issues, I think having detailed minutes might be something we want to consider. I didn't have an opportunity to put anything in here but if I was to suggest maybe adding another \$10,000 in this line, I can put it on that other sheet for us. I think we should think about it because again there's a lot of legal action that comes from these things and minutes are getting to be more and more important. For those old timers we used to have the Seabury's doing minutes. They did very detailed minutes. Definitely an art. There's not a lot of people that do them. So we have someone who's doing an excellent job for the ZBA. We should consider for the Planning Board. Chairman McGrath asked has Bruce approached her about doing Planning? Mr. Malizia replied, yes, my understanding is there's been some conversation. Chairman McGrath added yes, and I would agree. Mr. Malizia said they're just critical if you go to adjudicate something. Or you're looking for very specific information. Chairman McGrath said well not only that we've had, first of all the Hillwood project, which is monumental in just about every possible way. And I don't know that it's over yet. And then I don't know if it's going back to Planning or not but we've got the other one Friary Lane or Drive or whatever and then the temple, the Indian temple in the south end that's gonna be another monstrous project and we've got, that's two more on top of the Hillwood and god knows what else is coming our way. The Town Administrator added, given that we've professionalized the Zoning Board minutes, it's certainly something to consider. But again, I didn't have an opportunity to put it in here yet but I'll put it on that list for your consideration.

Selectman Gagnon said for the sake of asking we obviously publicize or videotape these meetings so I mean if we didn't have minutes wouldn't the court use the visual? The Town Administrator replied still required to have minutes. Selectman Roy added yeah the RSA still requires. The Town Administrator continued saying that's great but we're still required to have minutes. Now we can have minimum minutes. Selectman Gagnon said I guess that's what I was getting at is, I initially totally understand where you're coming from. On the other hand why spend that kind of money ten, thirty thousand dollars between multiple boards if we just have it on recording. Is that money actually necessary? The Town Administrator replied, the recording does not count as minutes. You can certainly look at it but you have to physically

have minutes. And again, it's up to the Board, you don't want detailed minutes? Okay. I'm just looking at, I think when we get into situations from a legal perspective it's certainly beneficial to every party, to everybody. Selectman Gagnon said they reference the minutes over the actual video. Okay. Chairman McGrath asked Selectman Roy what would you say Kara? Selectman Roy said I would agree with Steve. That we, I think it would be an idea of kind of being pennywise and pound foolish, you know? We might save money on this end but if it comes down to it a judge isn't gonna watch a three hour video of the Planning Board to get this one line that somebody's purporting that somebody said. Right? So again, I just think it would be money well spent to have quality minutes.

Mr. Malizia added, you know the Benson Park Committee they probably don't need to have detailed minutes because they're not in any kind of situation where it's litigious. When you're getting into Land Use we can see the stakes that are out there. They just seem to be getting bigger and bigger. Again, don't be pennywise, pound foolish.

Chairman McGrath spoke up saying and, I can attest to developers coming in or abutters coming in and saying I want the minutes and I don't want a tape, I want the minutes. So you know. The Town Administrator then said it is a legal requirement you don't have to get explicitly detailed on everything but I'm just concerned. I think it's something that would protect the Town.

Mr. Malizia then said there was one out of the budget request. As you're probably aware we utilize the services of NRPC. That's an extra service. We've been doing it now. There's a request in there to continue to do it. It was on your list. If we don't use it, we don't use it. Selectman Roy added but it's available. Mr. Malizia added it's available to use. Again, depending on the project may be again, the friary project or temple project or if we have to go back through the Hillwood project it just gives us some wiggle room as far as keeping other projects. It might be smaller but keeping that flowing. So I just point out that that was identified there. Chairman McGrath said oh I think that they're a valuable asset to the Town. The Town Administrator said they seem to have been so I just wanted to point that out. And that was the last piece of Land Use if I could direct you now to non-departmental which is the tab 5900 towards the back of the book.

Insurance (5910)

The Town Administrator said these are sort of the catch all. The first is insurance. We have workers comp insurance and we have property liability insurance. We also basically self-fund unemployment insurance. We've been pretty fortunate that we didn't really have that last year but we still have to fund unemployment insurance should we get rid of someone. Surprisingly they go to unemployment bureau and even if we're justified sometimes they still get unemployment benefits and we might get tagged for them. I was comfortable cutting it from the budget of ten to five. Nonetheless I think we need to have something there to defend ourselves.

The workers comp and property liability. Those are sort of out of our control. Workers comp is based on our payroll so that's gonna go up. It's also based on experience, i.e.; your claim rate. It was pretty good last year but you know that's because we were in a COVID year and we were rotating folks and less opportunity to get injured. It happens but it was less.

Property liability insurance again that was a lower number but less driving, less mileage, less liability. Looking at prospectively the numbers are a reasonable increase for next year. It's more than 1.5% but that's insurance. If there aren't any questions on that we'll go to community grants.

Community Grants (5920)

As everybody is aware, and we get requests from various agencies. I brought the book of requests. There's a list on actually the third page, Chairman McGrath asked what department are we looking at? The Town Administrator helped Chairman McGrath find the right tab and then he went on to say, page five you'll see a list of agencies that we provide community grants to. We had a request for \$175,000 worth of community grants. But given the Board's parameters and given our economy I kept the number the same. The Board can certainly move money around if they see fit. We've done it in the past. I think we bumped up the Food Pantry, we put that up. I think we added Saint Gianna's. The Board's done some

maneuvering here but going into it, what I did I kept it whatever you're getting funded this year, you're getting funded next year. These are support agencies that provide service to Hudson residents. They've identified we service this many Hudson folks for whatever the need is. They work in conjunction with our welfare. So when I say you look at the welfare these agencies provide a lot of assistance that we maybe don't have to provide. So there's a list, I think it's the very far right hand column is the number that has been allocated to each of these agencies. The second from the right is what they asked for. I don't think you want to fund double what you've been funding.

Selectman Gagnon was recognized and said Mr. Malizia, some of these have lines crossed through them. Just for my own knowledge, you know, Harbor Homes, Healthy at Home, looks like they haven't been funded in a little while. Mr. Malizia replied, I believe there's a note at the bottom, Harbor Homes, Healthy Homes, Keystone Homes and Southern New Hampshire HIV merged to form one agency. So from a historical perspective we had it on there, just so you know they were all coming out of the same building they're just different agencies. Now they've consolidated to be one agency and we've funded that one agency. Selectman Gagnon then said and just to recap, you and I had a conversation about this, because I asked I said during a default budget you know, although I love funding projects like this, don't get me wrong, but would we consider not funding this but you made a great point, which you made just recently, that I want to recap on it's been known that these agencies do actually help our residents do things for Hudson so we're kind of sharing their costs because they directly help our residents. The Town Administrator added, some of them are mental health resources for folks. Some of them are addiction resources for folks. The Food Pantry's a prime example. That's a critical piece of our Towns' assistance to folks who need the assistance. Saint Gianna's place. So the Fish and Game puts on their Thanksgiving dinner. They didn't send a request, but I know they're gonna do it this year. They didn't do it last year but I put the money in presuming I know they're gonna call and say hey, can we have money? So I made sure there's money in there for that. That specifically provides Thanksgiving dinner to shut-ins, to folks that reach out, folks that need that Thanksgiving dinner.

Selectman Gagnon then asked how would you add or subtract corporations, businesses from this list. Oh, this is a great business, I do believe it helps the residents of Hudson, how would I go about requesting that maybe it be thought about? The Town Administrator replied, let's be careful, some of these aren't businesses. They're nonprofits, they're agencies. I just want to be careful with the wording, business a lot of them aren't businesses. If you wanted to add someone it's typically we like to get a request from someone. So I know it hasn't always happened that way. Sometimes a member of the Board would identify gee, there's this agency I heard about, I think we should consider funding them. So typically someone asks for something. Again, if you don't ask for it, I don't know you need it. But you as Board members could come in and say hey, I want to be able to donate, or give money to, X agency and you could make a proposal or you could say I'd like to add money and to make up I'd like to take it away from Y agency. It's simply up to this Board how you'd like to allocate these monies. Selectman Gagnon then said, and to that point, thank you for that, does anyone look, other than I know you (Selectman Morin) work with the soup kitchen and stuff and the pantry, I believe so you have personally experience how well they do. Do we have anyone who actually looks at some of these and actually asks the question, how much value are you giving for the money we're providing? Selectman Roy said so it becomes a community interaction. So it might be an interaction between the Police Department or the Fire Department or the School Department or a church. You know what I mean? So I don't know that it's necessarily tracked like that. You know? Selectman Guessferd added they have a reputation. The Town Administrator said each agency submits a funding request that typically outlines the services they do for the community. Typically we'll say we served 500 residents. They'll actually tell you what they're doing and who they're serving. You may get, you know, CHIPS, Children Interacting with Police Services. We fund them so they do this year they're doing the drive through at the track. In past we've done Fright Night at the Community Center. We provide a majority of funding for that. That's a community event for the children of Hudson. I look at Family Promise, that's the agency that helps the families in transition. And it's typically families, matter of fact my wife was there volunteering tonight, but they typically do families in transition and Hudson families. This is to reach out for them. Salvation Army, that's a big organization. We give them a modest \$1,000 because they do provide some level of service to folks in the Hudson community. Saint Joseph Community Service, that's meals on wheels. Selectman Gagnon said, no, no, I appreciate you taking the time to explain it to me. I'm purely curious. Mr. Malizia said I brought the book if anyone wants to take it home, all the justification is in the book. But again, it's up to you. As you see fit. If you see there's something we need to change it's up to you to propose it. again, what I did was took the

request we got, looked at the parameters of the Board and said looks to me like it's gonna fit into this parameter best and that's what I did. You're free to move money as we have in the past on occasion.

Patriotic Purposes (5930)

The Town Administrator explained, we, the Town, contribute to the American Legion Memorial Day parade and observation. Obviously in the COVID year there wasn't any of this. There wasn't Old Home Days. There wasn't fireworks so we give them a modest amount to support Old Home Days. A modest amount to support Old Home Days fireworks and a modest amount to support the Memorial Day parade and observation. Again, if you look at the actuals there wasn't any. But this has been a longstanding practice of the Board. Selectman Guessferd said you can see the actuals in 2019.

Other Expenses (5940)

Mr. Malizia said I'll use the term "catch all" but these are expenses that aren't directly allocated maybe necessarily through department like supplies for the postage machine. We'll expense postage but sometimes there's just supplies we buy globally. This is where the contingency for the Board of Selectmen is. Contingency is money that if you need to allocate it somewhere you have it without taking it from that department to give it to that department. It's your control and it's a modest \$75,000.

Selectman Roy said so my question about that would be there's an actual 2019 then there's zero in 2021. '20 and '21, which I understand was probably COVID related then it jumps to \$75,000. The Town Administrator said that's the budget. Selectman Roy replied, yup. And then the next line down contingency accrued there's no actuals. The Town Administrator explained so we have an earned time program here when folks leave employment or when they retire from employment, they get paid the time they have on the books. Typically the departments can absorb that time. In other words, Fire Department, Police Department, folks leave, it gets put to their budget. But in the rare case that we need extra money, because we can't absorb it, we put a line item in for that. But it doesn't get spent if we don't need to spend it. Does that explain it enough? Selectman Roy said it explains what it's for which is kind of my question. The Town Administrator replied so we have not hit that because we've been able to absorb it in the department budgets. From a bottom line. Selectman Roy said but the jump from \$16,000 in 2019 to \$75,000....The Town Administrator said so it's been budgeted at \$75,000. If we utilize contingency is what we typically do is we make a transfer for example, this year, we transferred some money out from contingency to help pay for the fire truck payment. Expensing that payment in the Fire Department. I'm not expensing it against contingency. This doesn't show the transfers. It only shows if I directly spent it in a contingency line. Which I don't typically do. So when you look at an actual, it's difficult to look at the actuals, but we actually make transfers to we can expend it in the appropriate line. So you'll see zeros. That's not uncommon. But rest assured, the budgets been \$75,000. Which is pretty modest when you think we have a \$30 million dollar budget. That's not a lot of wiggle room. Selectman Roy said I agree. Mr. Malizia then said, but, you know what, it seems to have served us. I'm not promoting more. I think that's reasonable.

Hydrant Rental (5960)

The Town Administrator then said so there's a system of fire hydrants in Town. This is the cost that's charged to the tax payer for having that hydrant system. Because once we put on a hydrant, we don't charge anybody for using that hydrant. Back in the day when the water company was owned privately they used to charge the Town for every hydrant. So when we took over the utility company, we tried to keep the tax payer and the water customer whole. The water utility was also paying property taxes to the Town. We don't pay property taxes because we're the water utility. So what we ended up doing to keep everybody even, we had a line item in the budget for property payment in lieu of taxes and hydrant rental. We actually, this is a long story, but we actually reduced the hydrant rental down to this number. But it basically pays to keep the system charged and operating. With all the maintenance on it. Back in the day this number was about \$600,000. And going up. I think there's approximately 1,000 hydrants in Town now that are public. It's a pretty big number. As developments come into Town we require them to put the hydrants in but once it's in, we own it. Because we want to make sure it works. So that's a critical piece.

Mr. Malizia then said so I think that's the end of that. Chairman McGrath said solid waste association dues. To which Mr. Malizia replied, pardon? Chairman McGrath again said solid waste association dues. The Town Administrator replied we covered the solid waste budget under Jess Forrence' s budget. Chairman McGrath replied so this is the last one then. The Town Administrator said that's the last one. So that is what you had scheduled for tonight. Your highlights for Thursday...Assessing, Police, and Recreation. So those will be your big ticket items. I think that's it. Then we can continue next Tuesday, it looks like the agenda isn't too heavy. So you can maybe look at if you liked, if we have time Thursday we can work on it but if you want we can do it Tuesday. Looking at the outside the budget requests. If there are any warrant articles you think you want to forward now. Some of these capital reserve funds we can make a decision on those. You don't need to wait for anything else.

Chairman Morin asked is everybody good for November 2nd workshop for the rescue money? That's gonna be related to the budget. Selectman Guessferd replied, I'm gonna be out of town. Chairman McGrath said as far as I know I'm gonna be here. I can't guarantee anything anymore. The Town Administrator said but that will be the plan. To which Selectman Morin replied, okay. The Town Administrator then said so with warrant articles like I say you have time. Again. You do have some time. It's certainly better to have them wrapped up earlier than later but you can go into December. I don't like to go into December but you could. Selectman Morin said I think once we get the rescue we can start making decision on those. Mr. Malizia said I definitely think a lot of the small capital reserve fund ones you could do because that's going to be exclusive of the rescue. I do not have, we haven't, and I'm waiting on the union to get back to us on scheduling the negotiation session. That will be one labor contract we expect to have on the ballot. That would be for the support folks. So I'm not aware of any other warrant articles at this point in time but I know that one will be coming should we negotiate the contract. Chairman McGrath asked who's the liaison to that? The Town Administrator replied Selectman Morin has stepped forward as the retired member (laughter in the room).

4. ADJOURNMENT

Motion by Selectman Morin, seconded by Selectman Gagnon, to adjourn at 9:31 p.m.

Recorded by HCTV and transcribed by Jill Laffin, Executive Assistant

Marilyn McGrath, Chairman

Bob Guessferd, Vice-Chairman

Dave Morin, Selectman

Kara Roy, Selectman

Brett Gagnon, Selectman