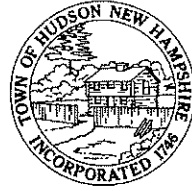


TOWN OF HUDSON

Board of Selectmen



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6024 · Fax: 603-598-6481

HUDSON, NH BOARD OF SELECTMEN

November 12, 2019

6:30 p.m.

BOS Meeting Room at Town Hall

Agenda

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ATTENDANCE

4. NON-PUBLIC SESSION

RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

5. PUBLIC INPUT

6. RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS

A. Application

- 1) Carol Ann Viens as a member to the Benson Park Committee
- 2) Carly Killmon as a member to the Planning Board

7. CONSENT ITEMS

A. Assessing Items - None

B. Water/Sewer Items - None

C. Licenses & Permits & Policies

- 1) Outdoor Gathering Permit - Road Race (Mill Cities Relay)

D. Donations - None

E. Acceptance of Minutes

- 1) Minutes of the October 15, 2019 Meeting
- 2) Minutes of the October 17, 2019 Meeting
- 3) Minutes of the October 22, 2019 Meeting
- 4) Minutes of the October 24, 2019 Meeting
- 5) Minutes of the November 5, 2019 Meeting

F. Calendar

- 11/13 6:15 Cemetery Trustees - Rogers Memorial Library
11/14 7:00 Budget Committee - BOS Meeting Room
11/14 7:00 Zoning Board of Adjustment - Buxton Meeting Room
11/18 7:00 Conservation Committee - Buxton Meeting Room
11/19 7:00 Budget Committee - Buxton Meeting Room
11/19 7:00 Municipal Utility - BOS Meeting Room
11/20 6:00 Library Trustees - Hills Memorial Library
11/21 7:00 Budget Committee - Buxton Meeting Room
11/21 7:00 Benson Park Committee - Hudson Cable Access Center
11/25 7:00 Budget Committee - Buxton Meeting Room
11/25 7:00 Sustainability Committee - BOS Meeting Room
11/26 7:00 Board of Selectmen - BOS Meeting Room
11/27 7:00 Planning Board - Buxton Meeting Room
11/28 Happy Thanksgiving - Town Hall Closed
11/29 Town Hall Closed

8. OLD BUSINESS

A. Votes taken after Nonpublic Session on October 22, 2019

- 1) Motion by Selectman Martin, seconded by Selectman McGrath, to accept the resignation of truck driver/laborer, Louis Pilat, effective October 22, 2019, carried 5-0.
- 2) Motion by Selectman Coutu, seconded by Selectman McGrath, to re-hire John Dowgos and offer the second position to Garrett Leor, as Truck Driver/Laborers, at a rate of \$18.75 per hour (Grade VIII, Step Minimum), in accordance with the Hudson Public Works AFSCME Local 1801 contract, carried 5-0.

- 3) Motion by Selectman Martin, seconded by Selectman McGrath, to promote Lieutenant/Paramedic Kevin Blinn to the position of Captain/Paramedic, a non-exempt position, in accordance with the Police, Fire and Town Hall Supervisors Association, Contract Step 1, with an hourly rate of \$36.5169 effective Sunday, November 3, 2019, as recommended by the Fire Chief, carried 5-0.
- 4) Motion by Selectman Martin, seconded by Selectman McGrath, to promote Firefighter/AEMT Michael Mallen to the position of Lieutenant/AEMT, a non-exempt position, in accordance with the International Association of Firefighters Local #3154, Contract Step 1, with an hourly rate of \$27.57 effective Sunday, November 3, 2019, as recommended by the Fire Chief, carried 5-0.
- 5) Motion by Selectman Martin, seconded by Selectman Roy, to promote Firefighter/Paramedic Kyle Levesque to the position of Lieutenant/Paramedic, a non-exempt position, in accordance with the International Association of Firefighters Local #3154, Contract Step 1, with an hourly rate of \$28.93 effective Sunday, November 3, 2019, as recommended by the Fire Chief, carried 5-0.
- 6) Motion by Selectman Martin, seconded by Selectman McGrath, to authorize the Fire Chief to advertise for two full-time Firefighters (AEMT or Paramedic), carried 5-0.
- 7) Motion by Selectman Coutu, seconded by Selectman McGrath, to hire five full-time Police Officers: Ethan Brodell, Cecelia Ortega, John Pinard, Adam Royston and Victoria Shaw with a starting salary of \$23.68 per hour, each all in accordance with the Hudson Police Employee Association Contract, carried 5-0.
- 8) Motion Selectman Coutu, seconded by Selectman McGrath, to promote Police Lieutenant David Bianchi to the position of Police Captain at \$97,596.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 5). This elevation in rank would be effective on Monday, November 4, 2019, carried 5-0.
- 9) Motion Selectman Coutu, seconded by Selectman McGrath, to promote Police Sergeant Steven McElhinney to Police Lieutenant at \$81,225.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 3). This elevation in rank would be effective on Monday, November 4, 2019, carried 5-0.
- 10) Motion Selectman Coutu, seconded by Selectman McGrath, to promote Police Master Patrol Officer Patrick Broderick to the position of Police Sergeant at \$35.53 per hour according to the Hudson Police Employee Association Contract (Step 5). This elevation in rank would be effective on Monday, November 4, 2019, carried 5-0.
- 11) Motion to adjourn at 9:26p.m. by Selectman Roy, seconded by Selectman McGrath, carried 5-0.

B. Votes taken after Nonpublic Session on November 5, 2019

- 1) Motion to adjourn at 9:01p.m. by Selectman Martin, seconded by Selectman Coutu, carried 4-0.

C. 2019 Revised Tax Rate

D. Attendance at the Master Plan Visioning Sessions

9. **NEW BUSINESS**

- A. Public Hearing - Street Acceptance, Laurel Landing
- B. Public Hearing - Street Acceptance, Rebecca Circle
- C. Public Hearing - Street Acceptance, Orchard Park Lane
- D. Transfer station Upgrades for FY21 Operational Budget
- E. Information and Discussion on Upgrading Street Lights to LED
- F. Hudson Speedway Practice Date Request
- G. Approval to Acquire a Police Vehicle with Drug Forfeiture Funds
- H. Phase 1 of the Town-Wide Radio System Upgrade
- I. Rivier University Student Intern Sponsorship
- J. Fiber Optics Loop Update
- K. Sustainability Committee - Warrant Article Proposal (Energy Efficiency Capital Reserve Fund)
- L. Petition Warrant Article - To Expand Ranger Town Forest
- M. Town Clerk/Tax Collector Salary
- N. Sale of Tax Deeded Property - 16 Campbello Street
- O. Citizens Traffic Advisory Committee
- P. Revenues and Expenditures Through October 31, 2019

10. **REMARKS BY SCHOOL BOARD**

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

12. **NONPUBLIC SESSION**

RSA 91-A:3 II (b) The hiring of any person as a public employee; and

(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

RSA 91-A:2 (a) Strategy or negotiations with respect to collective bargaining

THE SELECTMEN MAY ALSO GO INTO NON-PUBLIC SESSION FOR ANY OTHER SUBJECT MATTER PERMITTED PURSUANT TO RSA 91-A:3 (II).

13. ADJOURNMENT

Reminder...

Items for the next agenda, with complete backup, must be in the Selectmen's Office
no later than 12:00 noon on November 21, 2019.

6A.1.

Agenda 11-12-19

RECEIVED

OCT 23 2019

TOWN OF HUDSON
Nominations & Appointments/Talent Bank Application Form
(Hudson, NH Residents Only)

TOWN OF HUDSON
SELECTMEN'S OFFICE

Date: Oct. 12, 2019

Carol Ann Viens 46 Highland St. Hudson NH 03051
Name Street Address

(603) 459-5390
Home Phone Number

603 889-0549 Dave
Work Phone Number

NH State
Liquor Store
Hudson

Triangle Bank Nashua - St Mary's Bank Hudson
Occupation (or former occupation, if retired)

High School 12 years Merrimack N.H.
Education/Special Interests

Professional/Community Activities

Retiring Oct 31, 2019 - Look to assist in the Community activities
Reason(s) for applying at Benson Park

Nancie Caron
Reference(s)

Please check area in which you are interested in serving, and return this form to
The Selectmen's Office, 12 School Street, Hudson, NH 03051

- | | | |
|---|------------------------------------|--|
| Member <input checked="" type="checkbox"/> | Alternate <input type="checkbox"/> | Reappointment <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Benson Park Committee | <input type="checkbox"/> | <input type="checkbox"/> Building Board of Appeals |
| <input type="checkbox"/> Cable Utility Committee | <input type="checkbox"/> | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Municipal Utility Committee | <input type="checkbox"/> | <input type="checkbox"/> Nashua Regional Planning Commission |
| <input type="checkbox"/> Planning Board | <input type="checkbox"/> | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Sustainability Committee | <input type="checkbox"/> | <input type="checkbox"/> Senior Affairs Committee |
| <input type="checkbox"/> Zoning Board of Adjustment | | |

Area(s) of Expertise:

- | | |
|--|---|
| <input type="checkbox"/> Architecture/Construction | <input type="checkbox"/> Environmental Planning |
| <input type="checkbox"/> Information Technology | <input type="checkbox"/> Communications |
| <input checked="" type="checkbox"/> Finance | <input type="checkbox"/> Other _____ |

Information contained on this form is available to the public and will be given to the press. The Town of Hudson exercises affirmative action in its employment/appointment practices. Applicants must be Hudson, NH residents. For additional information, call 886-6024. Appointees are required to complete a Financial Interest Disclosure Form (FIDF) in accordance with the Town Code.

Circle One

Yes No Hudson Resident

Carol Ann Viens
Signature of Applicant

carolannviens@yahoo.com
e-mail address

6A.2 *Azeln*

11-12-19

Published on *Hudson New Hampshire* (<https://www.hudsonnh.gov>)

Home > Applications for Boards & Committees > Board & Committee Application > Webform results > Board & Committee Application

Submission information

Form: Board & Committee Application [1]
 Submitted by Visitor (not verified)
 Tue, 09/10/2019 - 1:26pm
 152.179.216.30

RECEIVED
 NOV 01 2019
 TOWN OF HUDSON
 SELECTMENS OFFICE

Date
Tue, 09/10/2019

First Name
Carly

B - This was submitted yesterday

Last Name
Killmon

Street Address
3 Regina St

Home Phone
9788042641

Work Phone
6175004348

Education
Some college and certifications

Occupation (or former occupation if retired)
Quality systems Manager

Special Interests
Cooking, spending time with my Grandchildren, Medical Devices

Professional/Community Activities
Just moved to NH in August

Reference
Donna Murray 978.490.9488

Reason for Applying
To get involved in the community and networking as my husband and I are new to NH.

Please select area of interest
Planning Board

Areas of Expertise
Other

Are you a Hudson, NH resident?
yes

E-mail Address:

carlykillmon@gmail.com

Source URL: <https://www.hudsonnh.gov/node/42498/submission/350>

Links

[1] <https://www.hudsonnh.gov/bc-bc/webform/board-committee-application>

RECEIVED

NOV 07 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

Agenda
11-12-19



7C
1

OUTDOOR GATHERING PERMIT

(Chapter 253 of the Hudson, NH Town Code)

Type of Activity Road Race (Mill Cities Relay)

Date & Time of Activity 8 AM Sunday December 8, 2019

Site (address) of Activity Image File of Route Attached

Name & Address of Company conducting Activity Mill Cities Alliance, 106 Ash St. Nashua, NH 03060

I certify that all state regulations regarding this request have been met:

Christopher Simard 10/30/2019
Signature of Officer of Company conducting Activity Date

Name, Address & Phone No. of President/Manager Christopher Simard
265 East Dunstable Rd. Nashua, NH 03062

State of Incorporation (if incorporated) _____

Name & Address of Registered Agent (if corporation) _____

Name of Local Organization sponsoring Activity _____

Signature of Officer of Local Organization sponsoring Activity _____ Address _____

Phone Number _____ e-mail Address _____

✦ **Signed letter of authorization from establishment where the event will be held must be provided with application.** (BOS consensus 7/22/08) *N/A (point-to-point race. Nashua to Lawrence, MA)*

✓ ✦ **Proof of Insurance—Certificate must be provided w/application, setting forth policy limits, activity & location of activity.** *attached*

!! Please note that the application, with attachments, must be submitted at least 30 days prior to the event !!

e-mail completed form to digraham@hudsonnh.gov or FAX to 603-598-6481

For Office Use Only

Attachments to permit application: 1) Report of town Building Inspector/Health Officer, ensuring site of proposed activity is suitable, with minimum sanitary and safety requirements having been met, with signoff/clearance from the Fire Chief and Police Chief; 2) Signed letter of authorization; 3) Proof of insurance certificate.

Proof of public notice.

Date approved by Board of Selectmen

Chairman, Board of Selectmen

OFFICE USE ONLY

Applicant _____ Date of Event _____

Map _____ Lot _____ Building Permit Req'd _____ Street _____

SANITARY APPROVALS

Stipulations _____

Health Officer/Date R.M. Tst

FIRE SAFETY

Stipulations _____

Fire Dept./Date R.M. Tst

ZONING

Stipulations _____

Zoning Administrator/Date Ben Bulla 10-31-19

BUILDING

Stipulations _____

Building Inspector/Date David R. Helbert

POLICE DEPARTMENT

Stipulations _____

Police Chief/Date Willie King 11/6/19



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/28/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Management Group 959 E. 4th St. P.O. Box 1600 Marion IN 46952	CONTACT NAME: Margaret Mayers
	PHONE (A/C, No, Ext): (260) 338-2925 FAX (A/C, No):
	E-MAIL: mmayers@insmgt.com
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: National Casualty Company 11991
INSURED Road Runners Club of America/2019 and Its Member Clubs 1501 Lee Highway, Suite 140 Arlington VA 22209	INSURER B: Nationwide Life Insurance Co. 66869
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 2019 \$2M A.I. REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Legal liability to Participant \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. JECT <input type="checkbox"/> LOC OTHER:			KR00000007654600	12/31/2018	12/31/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ Unlimited PRODUCTS - COMP/OP AGG \$ 2,000,000 Abuse and Molestation \$ 500,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			KR00000007654600	12/31/2018	12/31/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Excess Medical & Accident (\$250 deduction)			SFX0000030282400	12/31/2018	12/31/2019	Excess Medical \$10,000 AD & Specific Loss \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS RESPECTS THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED. DATE OF EVENT(S): 12/08/19 Mill Cities Relay- Road Race Relay INSURED RRCA CLUB/EVENT MEMBER: Mill Cities Alliance, Att'n: Chip Mann, 9 Mallard Court, Litchfield, NH 03053

CERTIFICATE HOLDER CANCELLATION

12/08/19 Town of Hudson 1 School St Hudson, NH 03051	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Terry Diller/MARG <i>Terry R. Diller</i>

7.E.1

Agenda
11-12-19

HUDSON, NH BOARD OF SELECTMEN

Minutes of the October 15, 2019 Budget Review Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of October 15, 2019 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by Finance Director Kathy Carpentier.
3. ATTENDANCE: Board of Selectmen: David Morin, Kara Roy, Roger Coutu, Marilyn McGrath, Normand Martin.

Staff/Others: Steve Malizia, Town Administrator; Fire Chief Robert Buxton; Jess Forrence, Public Works Director; Patti Barry, Town Clerk/Tax Collector; Finance Director Kathy Carpentier; Lisa Nute, IT Director; John Beike, IT Specialist; Paul Inderbitzen, Moderator; Erika LaRiviere, Executive Coordinator

4. BUDGET PRESENTATIONS

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

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

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

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

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

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

Chairman Morin recognized Fire Chief Rob Buxton.

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

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

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

5710 - Fire - Administration, Page 3

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

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

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

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

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

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

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

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

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

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

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

Chairman Morin asked if there were any further questions.

5715 - Fire - Facilities, page 8

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

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

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

5720- Fire - Communications, page 12.

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

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

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

5730 - Fire- Suppression, page 15

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

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

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

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

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

5740 - Fire - Inspectional Services, page 23

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

Chairman Morin asked any questions of Chief.

5750 - Emergency Medical Services, page 28

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

5765 - Fire Alarm, page 31

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

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

5770 - Fire Emergency Management, page 33

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

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

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

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

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

5777 - Fire - IT, page 35

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

(new) Emergency Medical Services Revolving Fund, page 37

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

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

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

Selectman Roy indicated its 38 and 39.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Chairman Morin asked if there were any questions.

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

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

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

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

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

Chairman Morin asked if there were any other questions.

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

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

on behalf of the three departments.

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

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

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

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

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

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

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

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

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

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

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

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

Selectman Coutu said I would support the motion.

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

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

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

Chairman Morin recognized Public Works Director Jess Forrence.

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

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

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

5515 - Public Works facility, page 2

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

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

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

5551 - Public Works admin., page 5

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

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

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

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

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

Chairman Morin asked any other questions.

5552 - Public Works Streets, page 8

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

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

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

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

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

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

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

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

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

Chairman Morin asked any other questions.

5553 - Public Works equipment maintenance, page 14

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

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

5554 - Public Works Drainage, page 18

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

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

5556 - Parks Division, page 22

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Chairman Morin asked anything else.

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

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

Selectman Martin said you have my vote.

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

Warrant Article M - 2 truck driver laborers

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

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

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

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

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

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

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

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Solid Waste (5970)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Vote: Motion carried 5-0.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Vote, Motion carried 5-0.

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

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

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

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

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

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

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

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

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

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

Kathy Carpentier said I wrote "revisit".

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Chairman Morin didn't see a second.

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

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

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

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

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

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

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

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

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

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

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

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

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

Selectman McGrath said yes.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

5177, Town Administration

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

5377, IT Finance

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

5477, Assessing IT

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

5577, IT and Public Works

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

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

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

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

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

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

5277, Land Use

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

5677, Police IT

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

5777, IT Fire

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

5877, Recreation

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

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

Chairman Morin asked if there were any questions.

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

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

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Moderator (5041)

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

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

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

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

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

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

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

Presidential because we need extra help.

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

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

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

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

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

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

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

Town Clerk/Tax Collector (5030), page 6

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

Chairman Morin asked if there were any questions.

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

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

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

5. ADJOURNMENT

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

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

Norman G. Martin, Selectman

7.E.2

Agenda
11-12-19

HUDSON, NH BOARD OF SELECTMEN

Minutes of the October 17, 2019 Budget Review Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of October 17, 2019 at 7:00 p.m.
2. PLEDGE OF ALLEGIANCE - led by Library Director Linda Pilla and it's also a special thing for her as it's the one-year anniversary of her becoming a citizens of the United States.
3. ATTENDANCE - Board of Selectmen: David Morin, Kara Roy, Roger Coutu, Marilyn McGrath, Normand Martin.

Staff/Others: Steve Malizia, Town Administrator; Finance Director Kathy Carpentier; Town Planner Brian Groth; Town Engineer Elvis Dhima; Zoning Administrator Bruce Buttrick; Municipal Utility Committee Chairman David Shaw; Conservation Commission Chairman Randy Brownrigg; Library Trustee Barbara Blue; Library Director Linda Pilla; Budget Committee Chairman Bob Guessferd; Linda Kipnes

4. BUDGET PRESENTATIONS

Trustees of Trust Fund (5020)

Kathy Carpentier thank the Board. This is department 5020. This budget is down \$856 in the part-time salary line item. The total budget is \$2,818.

Chairman Morin asked if there were any questions. Moving right along.

Cemetery Trustees (5025)

Ms. Carpentier indicated this budget is level funded at \$1,250.

Chairman Morin asked if there were any questions.

Supervisors of the Checklist (5042)

Kathy Carpentier noted this is up due to the fact that the Town Clerk/Tax Collector anticipated having more hours and also having to purge the supervisor checklist which is required every ten years so they'd need more man hours for that task and also to mail out 2,500 notices for the purge. That's all on the bottom of page 16.

Chairman Morin asked if there were any questions. Seeing none.

Treasurer (5050)

Kathy Carpentier said this is level funded and it's by RSA and \$8,074 is the total budget.

Chairman Morin asked if there were any questions.

Sustainability Committee (5055)

Kathy Carpentier indicated it's a level funded budget at \$1,300. I do believe they have one outside the budget request that you might want to entertain.

Linda Kipnes thought most of you have copies of a proposed warrant article to replace the lights in Town Hall. This would be a comparable project to what was just done at the Library. We replaced all the lights with LED lighting. The Library is seeing significant savings and I have a preliminary proposal for replacing the lights in this building. The numbers that are there are the numbers from the preliminary proposal which they did in May. It is not the final number. I'm guessing it will be not too much more than that the final price. The rebate might be about the same so the net cost would be around \$10,000 or \$11,000.

Selectman Coutu asked when is the last time we changed the bulbs in here and what was the cost. Do you remember? Linda Kipnes indicated the last project we did was 2008 or 2009. The up-front cost was nothing. At the time, PSNH had a program where they would replace the bulbs. It either went to T2 or T8 or T8 to T2. I don't know what the differences are. They replaced the bulbs at no cost and then we kept paying the same rate for electricity as we had been paying until we paid off the price of the lights. In many of the town buildings, it was two or three years at the most. So by 2011 or so, they were all paid off. That program is no longer available. There are rebates but there are none with no up-front costs.

Selectman Coutu told Linda considering that this is a budget that is 18 months out and also considering that based on the initial numbers that they gave us this could increase. The payback would be 2 ¼ years. If it goes up, it could be as much as 2 1/2 years. In light of the fact that we are going to engage in as a municipality to looking towards either constructing or moving Town Hall within that timeframe is it worth committing that kind of money to changing the bulbs in here? Honestly, Ms. Kipnes said I proposed this because I would like to see some projects go forward. I can look at another building or another project. I proposed this because I had this preliminary proposal for this amount of money. Selectman Coutu thought you had requested that we allow to look into it. Since then, there's been talk about either repurposing this building, selling this building, maybe even expanding this building but we're going to entertain some sort of a contract to look at the feasibility. That's in this year's budget. The feasibility of potentially renting, buying, or adding on to the building. I don't know how the rest of the Board feels about having us entertain this on the ballot or come back with a different proposal. I'm open to ideas from other members of the Board. I'm just throwing that out there because that's the reality.

Linda Kipnes indicated I had heard that there was talk of expanding Town Hall but I was thinking expanding would be in some direction but most of it would remain as it was. So replacing the lights in the part that's here would be some savings in the shorter term and presumably the latest technology would go in a newer part. Selectman Coutu didn't disagree with that. It depends on where the Board wants to go.

Chairman Morin asked Selectman Martin is your question relative to this or the budget itself.

Selectman Martin stated not a question but a comment.

Chairman Morin said Selectman Roy first has a question.

Selectman Roy said I'm just curious how much on average has the Library saved. Linda Kipnes thought \$325 a month - 23 to 25 percent. Selectman Roy thought it might be worth it if we were simply going to repurpose this building, whether we move somewhere else or add on. I would presume if we were going to add on we would do it at that time. We would have, again, the latest technology to do that and get the cost savings there. My thoughts.

Selectman McGrath said calculating the \$346 per month savings per year is \$4,152. I don't know that if we're talking about or going to investigate either moving to a different building or building another building, I think we need to determine that before we invest in this and I would expect - there may be other buildings

in town that could benefit from this. I think while we're in the stages of trying to figure out what's best for the Town Hall and the town employees because we're growing too. It's only going to continue to grow. I don't think that there's any point at this stage to invest in this for this building. You might want to have a conversation with Chief Avery because...Ms. Kipnes said I have been. Selectman McGrath said if the voters approve that expansion that might be the best place. Ms. Kipnes said we are working with them to do sustainability in there expansion plans also. For now, Selectman McGrath said I would not be in favor of investing in this for this building.

Selectman Martin said we're going to be talking about it. We don't know how long it's going to take. Government is glacial and it moves slowly. We could be three years out before we do anything. If we can get - no harm in putting it on the ballot and letting the voters tell us. That's just my opinion.

Chairman Morin asked is that a motion.

Kathy Carpentier indicated you could also put it in the operating budget and choose to do it or not do it as time goes on. It's a \$24,000 increase to the budget with a \$13,000 rebate - approximate numbers. I'm using based on what you said. Linda Kipnes said I don't know what the final numbers would be. Ms. Carpentier said the net cost is \$11,000 with a \$4,000 per year payback. So you could choose not to do it but put those in the budget if you wanted to instead of a warrant article. It's just another option. I'm not trying to sway you. I'm just putting it out there.

Selectman McGrath asked can we give this some thought and revisit this either later tonight or at our next budget hearing next week.

Chairman Morin asked if everybody was deferring it tonight. Thank you. I appreciate it.

Selectman Martin commented the small operating materials I know you did an average on that KC. My question is we went with \$450. I know its small money but '19 and '18 were less than \$100 and '17 was \$594. I don't know what materials they're buying. I'm just wondering if decreasing that to \$200.

Steve Malizia said this year for the roadside cleanups we bought the sandwich board signs. There were four of those at a couple hundred bucks I think for that. We also bought safety vests which I'm assuming we'll continue to buy for the roadside cleanup workers. You can't have them out there without some safety and those are probably going to be replaced as the get tattered and worn. That's the kind of thing that's there and given the fact that they seem to be much more - I'd use the word "aggressive" - but they're certainly doing their cleanup much more often. That's with the material. That's what the money is for. So it's a small investment for the effort that you're getting back.

Chairman Morin said they actually work to save money for the town this year because they used to give out t-shirts and not get them back. Now they have vests that they get back every time so they're not spending that money continuously. Any other questions on Sustainability. Seeing none.

Benson Committee (5063)

Kathy Carpentier noted this is the Benson Park Committee. The operations are under the Public Works Director but this is a level funded budget at \$1,100.

Motion by Selectman Martin, seconded by Selectman McGrath, to reduced line item 5063-230 from \$500 to \$250.

Selectman Martin indicated my concern here is the last three years they didn't even spend \$220. I know that a lot of people donate and we don't hear about those donations. Why keep it at \$500 when \$250 would be sufficient in my opinion.

Selectman Coutu stated to the best of my recollection initially when we did park cleanups we had quite a few pizza parlors and sandwich shops donating week in and week out. We had an aggressive and a core group of volunteers that solicited donations to the park. It's become increasingly difficult for them to even get volunteers let alone people that make phone calls and try to arrange food. I think that the safety net that they were building in last year and because we don't have - this actual budget they don't have what the result is. They balanced it with the same request this year. I think they're going to have to be buying more and more because there aren't - you can only hit these people so many times for free pizzas every other weekend, once a month, or however often they do the cleanups. I think that's a safety net that was built into the budget to see what would happen in this year and remember we're budgeting out and we don't have actuals for this year. I think that's all that's for.

Selectman Martin withdrew his motion.

Selectman McGrath withdrew her second.

Budget Committee (5070)

Ms. Carpentier indicated the municipal Budget Committee is a level funded budget at \$800.

Selectman Martin asked have there been any additional requests to you KC for training. There's a lot of new members. Kathy Carpentier indicated we did the training last year. I think there's only 1 or 2 members that are new since then. Diana LaMothe reached out to me and she wants to put on some training for the Budget Committee. As far as going to the budget things, Selectman Martin said they're for the State. Ms. Carpentier stated we had them come to us. I hosted for the Budget Committee the lawyer from NHMA came down and did the budgeting 101 last year. I do have the presentation that he did. We haven't discussed it recently but this committee has been active in training. We try to get the free one from NHMA to cover it.

Chairman Morin asked if there were any other questions.

Ethics Committee (5080)

Kathy Carpentier said \$100 level funded budget.

Chairman Morin asked if there were any questions.

Planning & Planning Board (5571-5572)

Chairman Morin recognized Brian Groth the Town Planner.

Brian Groth stated not many things have changed. I tweaked a few things based on what was more historically accurate and I do have one item outside the budget. If you'd like, do you want me to go starting after labor and go line by line?

Chairman Morin asked does anybody have any questions.

Selectman Roy said I had one - 5571-252 professional services. It went from \$19,000 to zero. Mr. Groth said that is currently the money being used for the Master Plan update with NRPC. So that's not a recurring expenditure. So that goes away for the next fiscal year. What I'm asking to sequentially follow that is a regulatory and zoning audit performed by NRPC. It's a service that I've done myself as a Planner Commission. Essentially they'll pour through our zoning and regulations and identify any inconsistencies, any conflicts. It's kind of a regulatory rehabilitation project essentially. It doesn't change anything, it just points out where there's opportunities for efficiencies or corrections. Selectman Roy asked what line would that be under. It would be the same one? Mr. Groth said yes.

Ms. Carpentier indicated it's his outside the budget requests which is one page back on page 1.

Motion by Selectman Martin, seconded by Selectman McGrath, to add \$5,000 for the comprehensive review to line item 5571-252.

Selectman Coutu asked has a vendor been selected or I wouldn't see us going out to bid for \$5,000 if we know a vendor. Brian Groth said I received this quote from NRPC so I would like...Selectman Coutu reiterated so NRPC will be doing it. Good. Thank you. I thought I heard you say that. Mr. Groth said it's a nice dovetail from them having helped us with our Master Plan. By the time that's finished, they'll be ready and geared to go with this.

Selectman McGrath thought this is beneficial for all of the land in Hudson because they'll be reviewing zoning and any inconsistencies. Brian has found some just from his short tenure with us. I think that this is a very beneficial thing to do.

Vote: Motion carried 5-0.

Planning Board (5572)

Chairman Morin asked if there were any questions. All set.

Brian Groth noted for those who can make it, I look forward to seeing you at our first Master Plan outreach session Saturday, October 26th, at 10 a.m. at Nottingham West Elementary. Selectman McGrath indicated that invitation is for people that are watching this as well so that they can participate. We're going to keep hammering that along because it's so important.

Zoning & ZBA (5581, 5583)

Chairman Morin recognized Zoning Administrator Bruce Buttrick.

Bruce Buttrick noted 5581 is Zoning Administration and Code Enforcement. They're basically lumped in together. I've proposed a budget based on actuals. As you know approximately two years ago we did the transfer from Fire Department over to Land Use. We're picking up the pieces as myself and then a year ago we hired Tracy the Administrative Assistant and we did more code enforcement. The actuals pick up in this past year. We're trying to match the budget to the actuals and there are a couple of increases that reflect that. In particular, deeds and legal documentation - that went up \$400. Postage - \$440 probably the additional letters going for code enforcement. Office supplies - \$550. Those are the major line items that increased but those are based on actuals to be the real picture.

Selectman McGrath asked on the deeds and the legal documents are those deeds based on code enforcement action that there's some sort of a record made within the Registry of Deeds. Mr. Buttrick indicated that is primarily the research going from the Registry the subscription to see what we have for when I do research to see what was recorded - sometimes the site plans, and likewise our Notice of Decisions from ZBA get recorded and it's processed

through our office administration.

Selectman McGrath asked for those documents that are recorded and they're required to be recorded based on Zoning Board action is there a fee that's included with the applicant when they apply for that whether it's a variance or a special exception. Can you explain the sort of? Bruce Buttrick indicated that's in the other 5883 Zoning Board. We have the notices, newspaper ads that we have to publish when we do the hearings and those are built into the application fees. We did a restudy I want to say two years ago and we revised the applications and the fees to reflect what it really does. We have to take averages to see what it really does cost. The recording at the Registry wasn't really included in that but it is. It's part of the fees that we have to spend when we go to record them. Selectman McGrath said my point is...Mr. Buttrick said we're pretty close. The application is basically covering our expenses on that paper trail.

Chairman Morin asked if there were further questions.

5583 - Zoning Board of Adjustment

Likewise, Bruce Buttrick indicated I've been tracking our actual expenses and the large one is our professional services. That's the recorder who is the minute taker and she does the notice of decisions. As you are aware, we have a five business day statutory requirement to have those ready. So that's an expense that we have to incur and we've been very pleased with the situation. She is expensive but it wasn't the revolving door of recorders we had when I came on close to four years ago. There was a new face almost every other meeting of a new recorder. Sometimes they didn't even show up and we didn't have any coverage or good minutes. I'm very confident now. Our minutes and our notices of decisions are right now on track and spot on. As you know, our review process we do it electronically. Of course with Right to Know covered, we can do edits and not spend going line by line at a meeting and take up 20 minutes of I'd like to change line 24 to "if" and "it" versus all that stuff. That has helped a lot. Selectman McGrath indicated that is a collaborate effort with the recorder and the Zoning Board members that actually sat on the case and made the decision. Bruce said its working well and very good.

Selectman Martin commented it is a good think that the transition that they made to have in their minutes e-mail and they can do their edits with track changes and send them back to her and she incorporates them in. It's perfect. She does a great job with the Board and the Board likes it and takes a lot of time so they can leave their meetings on a better time than sitting around.

Engineering (5585 & Warrant Articles K, O)

Chairman Morin recognized Town Engineer Elvis Dhima. Sorry about that, we went out of order.

Elvis Dhima said that's okay it makes perfect sense. Good evening everyone. The proposed budget for engineering this year is an increase of \$1,355 which represented a 2 percent increase from last year. Below the threshold that this Board recommended. \$1,000 is regarding the landfill and compliance with the State requirements. There are two of our landfills that are closed and that \$255 is related to training, licenses, vehicle maintenance. With that said, I'll take any questions you might have.

Selectman Coutu asked to clarify something. How much did you say your budget went up \$1,000 and something? Mr. Dhima said \$1,355. Operation budget. Selectman Coutu didn't want thinking it only went up and then they look at the numbers and they see its \$13,400. Steve Malizia indicated it's most accurate to say the operating budget up \$1,000. Selectman Coutu noted the other is salary related.

Chairman Morin asked if there were any questions.

Kathy Carpentier indicated he is staying around for Warrant K which is the Taylor Falls and Veterans Memorial Bridge rehabilitation.

Elvis Dhima explained the next item in front of you tonight is Warrant Article K. As you know, there's been discussions about the need to do something about the twin bridges as we refer to. We have had correspondence with Nashua and they have agreed to put aside \$125,000 to do the design phase. Hopefully our budget passes, and this warrant article passes, and we'll get together to figure out who is going to spearhead the design. Last year we worked together to do the valuations of the bridges. Hudson spearheaded that effort. We came to an agreement. Selectman Coutu was Chairman at the time signed that and Mayor Donchess. It worked out very well. We were under budget and got it done in time. I'm hoping we continue the same process for the design phase. Beyond that, we'll have to value when we get to that point. The intent is to go with Nashua back to the State and say we have a design done and would like you to help us out with the construction. I don't want this town or Nashua feels the same that we should be paying for that. So we're going to keep trying to harass the State to see if we can have any money from them. With that said, I'll take any questions you might have.

Selectman Coutu said working collaboratively with the City of Nashua as you know Elvis is imperative in order to get this done. We now have a commitment from Nashua to cooperate at least on the design phase. Are we going to be using the same design engineer for both sides of the bridge? Elvis Dhima said yes. We will put this to save money. We will design both bridges at the same time. We will go out to bid and we'll do the bid evaluations. They have to agree to it. Our process is more efficient than theirs. I'm hoping they will let us do it but we'll go out to bid and we'll do both bridges at the same time. That would be the most effective way to get the designs done.

Selectman Coutu noted this item appears in our CIP proposal which the Board has reviewed and the Planning Board has reviewed. You have reviewed and you made your recommendations as to the design phase and the actual fix of those two bridges. We're looking we know at best three years out before any construction begins and we don't want to wait til those two bridges are red flagged. We're not close but we're going in the wrong direction right now with those two bridges in terms of its structural integrity is not getting. It's getting worse as time progresses. I think that the \$125,000 in conjunction with what the City of Nashua is going to do with for their share another \$125,000 is better now than later. Thank you for the work that you did on this. I know that you attended many meetings and some very frustrating. He's a tough guy to deal with across the bridge. Mr. Dhima indicated we are too. It will get done.

Selectman McGrath asked Elvis did they reduce that to writing the agreement to match the funds that we're going to be...Elvis Dhima said the way we'll do this will be similar to what we did last year. We will get our budget approved - the warrant article. They will get theirs approved and then we have to get together to figure out who is going to spearhead. Based on who's going to do this, we have to determine who is going to pay who and how much. So we will take care of the agreement once we determine that both sides have the money and who's going to do the work.

Selectman McGrath said if our voters in Hudson vote to approve this warrant article but Nashua doesn't get that - they don't have to go before the voters. They have to go before the Board of Aldermen. So if they don't get their approval what does that do for us or do to us? Steve Malizia indicated well this is non-lapsing so you have a few years. So for example if they don't have the political will or desire to do it say next year, we can go all the way to 2026 because we've designated this as non-lapsing which gives us a buffer of time. So that's important to note because again things don't always work out and sync in time but this will give you the opportunity to go two more years, three more years to get to that point of agreement. Selectman McGrath said this is an important - it's a safety issue as opposed to an entertainment issue. Elvis Dhima said understood. The other option would be to proceed with a design of one bridge and work with them later for the other one. There's different ones I think. We'll evaluate when we get to that. There's a lot of unknowns. Selectman McGrath said I read the paper - the Telegraph just to

be clear - and I see what they're doing over in Nashua and where their priorities are. When I said entertainment, that's one of their priorities.

Selectman Coutu asked are we going to do all the warrant articles together. Steve Malizia thought you were going to do them near the end of the budget meetings and not tonight.

Kathy Carpentier noted you wanted me to remind you that this one is being asked for from unassigned fund balance. So you just asked me to remind you at last meeting. Selectman Coutu said okay. We'll discuss that when we discuss the...thank you.

Kathy Carpentier indicated Engineer has one more warrant article - Warrant Article O to reinstate the existing Civil Engineer position. Elvis Dhima explained this position as you might be aware it's been active since 2003. It was funded and unfunded through the Board of Selectmen in the past. It was full time or part time. This was when Mr. Webster was around. In 2017, I requested this Board to defund that and I've been covering both position - the Civil Engineer and the Town Engineer positions. The town is growing. There is a significant demand to move to Hudson that it goes from basically private development but also the project that the town is doing itself and is requiring a significant amount of manpower to be in the field while we're dealing with the office items or issues. With that said, I'm here in front of you tonight to ask you to consider to put this position back in the civil engineering operations budget. I'm here to take any questions that you may have. The intent is to have this position to cover the inspection services for 75 percent of the time while I focus more on the infrastructure - water, sewer, drainage, traffic, and compliance is becoming a burden while we can handle the outside demand for quality control, quality insurance at the end of the day.

Selectman Coutu asked is this a full-time position. Mr. Dhima said correct. Selectman Coutu said the position we had was part time was it not. Mr. Dhima indicated it was full time and part time. It has been full time and part time for the past 16 years. Selectman Coutu said the last time we used it which is at the onset of the growth that we're now facing with there was a part time position was it not. Elvis Dhima said when I took the position here, that position was part time correct. Selectman Coutu asked why do we need a full-time position. Elvis said we simply can't get the commitment from anyone as part time. As you know, the Fire Department went through the same deal with a building inspector/electrical. Due to the workforce out there, we did not get the staff I would like to see here working in this town as a Civil Engineer or a PE.

Selectman Coutu said with all due respect Elvis that was not a good answer. I asked you why full time instead of part time and you said because we won't be able to find anybody good. In other words it's a part-time job and because we can't find somebody good we're going to make it a full-time position. Elvis Dhima noted that's not what I said. Selectman Coutu stated it's not what you said. It's what was implied by your answer. I said with all due respect, it didn't sound good to me. I don't see the need for a full time. I'll just leave it at that. I think you're doing an outstanding job and I know that you do a lot of work and you're doing an outstanding job. I don't think we need a full time Civil Engineer. Mr. Webster did it. He was part time. He stayed on top of things and I think a part timer would be more appropriate for that position. That's my position.

Elvis Dhima added that as you know I've done everything I can within my power and I wouldn't be asking for this if it wasn't needed. I like to think a good employee trying to do everything I can within my power and as I said, something will suffer. I cannot cover the field requirements and being in. As you know, a significant amount of work has been added on the water division and on the traffic. I can't do it all. I wouldn't be reducing the amount if I did in 2017 and I wouldn't be asking for a full-time position if I didn't think I needed it. I understand your position and I respect that.

As far as the traffic is concerned, Selectman Coutu said you've done an outstanding job. I've told you that time and

again but that's winding down. You're going to monitor it and I know there's a little more tweaking we need to do but until we have a good traffic plan for this community, it is what it is at this point. There's not much else we can do unless you want to throw up a barrage of more lights. You and I are not in favor of that right now. Elvis Dhima said no. To your point and I'll leave it at that. Because we have a better system out there doesn't mean that we're doing less work. It just simply means that we have more eyes on it and we can actually pay attention to what's going on daily. It's actually more work and that's the reason why things are better out there because more is being put into manpower wise from Engineering and Public Works. We're going to try to make it better and we're going to try to mitigate anything from our communities or within the town's growth itself.

Selectman McGrath indicated I'm in favor of this because I know what the workload is upstairs and what it's going to be. In addition to what we have today, we're experiencing growth and that's not going to change unless the economy takes a nose dive. I mentioned this the other night. Steve and I were talking the other day and he was telling me about some of the development that we're going to be facing across the bridge. It's not coming to Hudson this particular development but it's going to be right on our border and we're going to have to deal with that. We're going to have to deal with it traffic wise, all the people that are going to be using our roads to get to Massachusetts, to get to Salem, to get to Pelham. They're building three or four apartment complexes just across the bridge. Do you know how many units that going to be Steve? Steve Malizia indicated the Henry Hanger was 140. The vacant site that's over by the Riverside that they just built is another 170. I think over by the Nashua Diner the old Corriveau Ruthier, that's somewhere in the upper 100 something range. You're talking 300 to 400 units that they've declared that they've told us.

Elvis Dhima noted that doesn't include the remain of the phases that's across the river.

Selectman McGrath said that's approximately 700 units based on the numbers you said upper 100s. I put 190 as a number. Steve Malizia indicated at least 400. Selectman McGrath stated Elvis is going to be dealing with those issues. You know what we dealt with out here with the traffic and trying to get the traffic to be somewhat movable in a timely fashion. People are complaining like crazy because Library Street was backed up. The bridge is backed up. Think of what that's going to do. Even if that 700 units isn't the right number and if its 500 and say there's two cars for each apartment, that's 1,000 cars that we may be dealing with additionally to what we have today. The development that we're going to be facing in Hudson whether its large scale, commercial, or an industrial development, or whether its residential, Elvis is going to have to be working on that and making sure that what their engineering firms are proposing actually mesh up with the requirements that Hudson has. I know and I would assume most of you know if not all of you know, Elvis is working at night from home. He works on the weekends. If I send an e-mail later in the day responding to something that he sent me earlier in the day, I get a response back. That's whether it's Friday night, Saturday, Sunday. He's always responding. We can't expect one person to do all of this. It's not right. It's not fair and not only that it's going to cause him to burn out because I know what it's like to work long hours. I think Selectman Morin likely knows what it's like to...I would expect all of us do. I'm in favor of this. I think that it's a necessary position that I'm in favor of.

Elvis Dhima thanked Selectman McGrath.

Selectman Coutu said for the record I did not say I opposed it. I understand he needs help. I opposed it being a full-time position for the record.

Selectman Martin agreed that he does need help and the sooner we give it the better - well the sooner we attempt to give it, the better off the towns people will be. This is to not a warrant article. This is an outside the budget request for our consideration to put in the budget.

Kathy Carpentier said I recorded it as all other personnel items as a warrant article but it is the recommendation of

the Town Engineer to put it into the budget and that is your prerogative.

Selectman Martin asked did the position ever go away. Steve Malizia said not that we found a record of. It was defunded. We haven't filled it but we didn't - I'm not aware and I'm not aware that anybody has seen that we took it and put in the Fire Department for example. I'm not aware that we did that but we haven't funded it. We haven't used it.

Motion by Selectman Martin to add the position of full-time Civil Engineer position into Engineering Department budget.

Selectman Martin said we just talked about the twin bridges and that engineering. We don't even know what Nashua is going to do with the roadway over there where you cross this way, and that way, and every other way. We don't know if they're going to put a roundabout. You know I've going to say it again. I'm just going to say it once. I'm not going to explain myself. Not doing this is kicking the can down the road. My motion is to put it in there as a full-time position in the amount of \$64,531 at Step 2.

Motion by Selectman Martin, seconded by Selectman McGrath, to add the position of full-time Civil Engineer position into Engineering Department budget in the amount of \$64,531 at Step 2.

Kathy Carpentier commented could I just make an amendment. You'd have to do the whole \$104,510. Selectman Martin noted salaries and benefits

Motion by Selectman Martin, seconded by Selectman McGrath, to add the position of full-time Civil Engineer position into Engineering Department budget in the amount of \$104,510 at Step 2 with full benefits and payroll taxes.

Selectman McGrath asked Mr. Dhima if this passes and you are able to find a full-time Civil Engineer to come on board and you determine at some point in the future that full time really isn't necessary, would you be willing to come back to this Board and reduce it to a part-time position if you find that it's unnecessary.

Elvis Dhima stated this position currently exists in the Supervisors Association and obviously they're subject to a contract. I don't believe I can take that position and turn it into a part-time. I think once its full time - I think the reason that it went back and forth between full time and part time is because Mr. Webster could not be full time when the Town Engineer was done and that was because he was retired. That was kept to help with that but also I think my understanding was because the main factor was he could not work more than 30 hours because of the benefits and he was already collecting. I think the need was always there. What I can say and we'll get into the water and sewer later and the growth of the town is experiencing, I do not see with the liability and the requirements needed that that will ever decrease. It's just a simple matter of more is needed. As we dive into it more with the infrastructure, we're going to find out there's more and more projects. The town is more projects. The town has been more aggressive on getting projects done when it comes to water, sewer, or traffic. I don't think it will ever stop because you simply can't afford too. There's just simply too much growth. I can tell you that there's a subdivision right now that got approved and hasn't even been recorded and all 8 lots are spoken for. It's just demand out there. It's unbelievable for Hudson. They're all spoken for. We have the big Eagle's Nest that's at least spoken for and there's only 20 that will be available. They just can't build them fast enough. We're having a hard time keeping up. I can't make anyone wait for inspections because time is money so I have to go between being outside and inside. I'm having a hard time keeping up with my continuing education with the license that I need to do my job. I had to skip one training class because I couldn't make it. I just could not do it. I don't think the need will every go away. I think that simply the town is getting to the point that I see nothing but growth.

Chairman Morin indicated I'm in support of the position but we have a lot of people looking to get hired this year.

My personal opinion is if we're going to do this, they're all important, and we need to play catch up. We absolutely do and we have been trying to do that this year. Isn't it more important to let our citizens decide which ones they think we need? I understand you think you need, Chief Buxton thinks he needs, Chief Avery and we all know we need them all but at some point are we going to ask for too much and then get...Mr. Dhima said the only reason I'm asking for the Board to consider in our operation budget because it will be consistent with what has been done in the past. Since this position was created and this position is currently still active as a line in the Supervisors Association. It never got removed. It's just simply it was put on the shelves. It's not any different than the Town Planner that put aside and you hired the Land Use Director and then the Town Planner came back. It would be consistent to what the previous Board of Selectmen and the current ones have done in the past.

Chairman Morin asked why did it never get filled when the person left. Elvis Dhima said I requested it not to. I was doing both and I was trying to basically be a good soldier and do as much as I could. I felt that I could handle both and I have for the past two years. We're at the point now that with the water and everything else, and the MS4 and the new requirements, and the landfill, and the transfer stations, all the liability and all the obligations is getting to the point that I need to focus on certain things while I need to have somebody else focus on that. Can it be done with one person yes. It just simply won't be a good job out there. So the quality of the road, or a water, or sewer will suffer. I simply can't physically do it.

Selectman Coutu asked Mr. Malizia based on historical - let me just say that initially when I was tutored to be on this Board of Selectmen one of the things that I was taught was a position won't go away as long as there's a \$1 in the line item. There is no line item. There is no dollar just because they never took it out of the union contract. That doesn't mean that that position still exists correct? Steve Malizia said the union contract just articulates what positions are in the union if there's a position. The dollar thing was just a placeholder that we always did. There's no law that says you had to do that. We did it because we did it just to keep the visibility to it. In my tenure here and I've been here since 1997, we had an engineer and a civil engineer for many, many, many years. I can almost name all of them because there's been a lot of them. When Mr. Webster stepped down from being the Full-Time Engineer, he went to part time civil. Once he retired fully, Elvis took it on by himself. For all these years, we've had two engineers and I'm not aware that we've ever taken the position and done something else with it. We're not required to do a warrant article for positions. That's a self-imposed obligation. There is no law that states you have to do that. What he's asking for is simply is to put it back into the budget. It doesn't matter if it's in the union contract. That's not really as material. The more material fact is the way we operate here we've never gotten rid of it. When I say that, it hasn't been transferred that I'm aware of to any other department or for any other function. Quite simply put, we just haven't used it for 3, 4, 5 years. It doesn't matter if it's full time or part time. When I say that what I mean is it's a position.

Selectman Coutu stated as of today it doesn't exist. Mr. Malizia said as of today we do not have a civil engineer on staff. Selectman Coutu said I would support an amended motion to put it on the warrant article. That's the way you want to go. I still don't. I'm not in favor of it and I won't vote for it if it's on a warrant article if it's full time. I would support putting it on a warrant article. If the voters say they want it, fine. If they don't want it with all the other requests that we have this year plus what the school is going to ask for, I'm just afraid that everything is going to get shot down.

At this point, Chairman Morin said we have a motion on the floor we have to deal with first.

Selectman Martin commented and I'm not picking at anybody in any way whatsoever. Let's just take a look at this warrant article that was passed I think in 1994 is advisory and it applied both to this side and the other side of the street, correct? Mr. Malizia believed so. Selectman Martin said you just look at what happened with the School Board. They put on the staff this community relations coordinator and I'm not picking, they can do that. That's their job whatever they want to do. So did that go on a warrant article to the voters? No. That's my point. My point

being is it's needed. We're burning somebody out. If he doesn't have the certifications for his job, then he can't do the function. If he doesn't have those certifications, then what good is he to the town? Right? Thank you.

Selectman McGrath said I've known Elvis now for what 4 years, 5 years, whoever long I've been on this Board. Sometimes it seems like a lifetime. That's not a slight on Elvis' part. I'm talking about my position here. I've had conversations with him. You and I were at a meeting with him a couple of weeks ago. Let me kind of just revert back to another person that was here that I was always in favor of because of what he said. This is going to go to Elvis. John Cashell when he first started working for the Town of Hudson he approached me about a project that was coming in and he said we can't allow that to happen. We just can't. It was a transfer station out on 111 I believe. He said we can't let that happen to this town. I was so impressed by that because he didn't live here. He lived in Massachusetts. For the most part, he could have cared less but he did care. Elvis has the same - I've heard it from Elvis and I've also heard it from Brian Groth comments like that. The meeting that we attended a couple of weeks ago, Elvis was making comments in saying again as if he lived in town and he doesn't live in Hudson. He works here. He cares enough about this town to try and protect it and do the best that he can. If he's asking us and telling us that he needs help, then I think we're obligated to give it to him. This is one person as well as the other person that I just mentioned I wouldn't want to see leave the Town of Hudson because all of us whether you know or you don't, we'll all benefitting from their expertise and their work ethic. I'm in favor of it.

Chairman Morin asked for any other comments. Could we read it again what we're going to vote on?

Motion by Selectman Martin, seconded by Selectman McGrath, to increase Department 5585 Engineering salary and benefits line by \$104,510, carried 4-1. Selectman Coutu in opposition.

Selectman Coutu indicated I'll oppose the budget as well.

Selectman McGrath thanked Elvis and thanking for watching out for the Town of Hudson.

Sewer Fund (5561, 5562, 5564)

Just too quickly note it's important to note, Steve Malizia stated that the cost of this is borne by the sewer utility users. There is no rate change and there's no increase nor decrease this year. So the rates will remain the same.

Kathy Carpentier noted 5561 is under the Town Clerk/Tax Collector. This is the billing and collection department. It is to send out all the bills and do the collections of the bills for the Administrative Assistant.

Chairman Morin asked if there were any questions. Moving on.

5562 - Sewer Operations and Maintenance

As you know, Elvis Dhima explained our Public Works maintains everything. You might have heard that we own 12.58 percent of the treatment facility in Nashua. Therefore we own 12.58 percent of the cost associated when there's updates to it. The town this year completed the Sagamore pump station upgrade. I believe Selectman Morin visited that site. The second pump station that we upgraded, and we also fixed Melendy Road sewer sag that we were dealing with at the bridge, and also completed the flume cleaning that connects us to Nashua. That's how we get all the sewer from this side of the river to the other side. We're working on a treatment facility possibility for this town in the near future. The two big projects that we'll be looking for next year will be continuing to upgrade the pump stations. We have one that we have picked up and the other thing would be an upgrade to the camera software and accessory to allow the

current camera that we have in place to install bigger pipes. With that said, I'll take any questions you might have.

Chairman Morin asked any questions. Seeing none.

5564 - Sewer Capital Projects

Elvis Dhima noted those would be the pump stations I just talked about and then basically any updates to the treatment facility in Nashua. Mr. Malizia said which comes from reserve funds. We have reserve funds established for that so there's a revenue offset for that major expense.

Chairman Morin asked if there were any questions. Moving on.

Water Fund (5591-5594)

Steve Malizia stated it's important to note that the water utility is paid for by the water users and once again there will be no rate increase, no decrease but no rate increase which marks I think the 20th year with no change in the rates.

Just to put it in comparison to what Mr. Malizia always talks about, Mr. Dhima said if you want to get worked up, talk about increasing the rates that will get him going. Steve indicated we're not doing that. Elvis Dhima said it's getting to paying about \$8.00 a unit. We're getting a lot of phone calls about Litchfield trying to connect to Hudson which we cannot do because we don't have an agreement with them. It appears that the PUC will be approving an increase at Pennichuck rates and Nashua will be paying more than Hudson does even though we buy water from them during the summer. It's important to appreciate all the work that this town does to maintain those rates and to have a decent and reliable water utility. We've made the switch from Pennichuck to Whitewater. It will be the second year. Things have been good. They're trying to keep up while trying to catch up. A lot of projects are getting done. A lot of money is being put into the water utility while trying to maintain it so it's a very fine balance. Things are good and we continue to do a lot of work. The biggest projects that I see coming up is getting very aggressive with the meter replacements and making sure that our fire protection is up to code. All the stations have been upgraded. We have a brand new well in Litchfield that's producing water and it's very reliable. Things are good overall and something to be very proud of as a town. Very, very good system in place.

Chairman Morin asked if there were any questions.

Selectman Martin asked KC without mentioning - I'm on page 4, 5591- at the top of the page those two, can you explain why one has flex and gets benefits and the other one doesn't. Ms. Carpentier said different scenarios and it's under contract. The first person is grandfathered into the contract. When we converted to the decreased flex payments a few years ago, we did grandfather some of the people and that would be one of them.

Chairman Morin asked if there were further questions.

Kathy Carpentier indicated we didn't go through each department for this so I will just quickly do that if you want.

5591 Water Admin., page 2

Kathy Carpentier this is under my direction. This is for my two Water Clerks who do the billing and collection for the water fund.

Chairman Morin asked if there were any questions.

5592 - Water Operations and Maintenance

Kathy Carpentier stated there's only a \$5,000 increase here on a \$1.4 million budget.

Chairman Morin asked if there were any questions.

5593 - Water Supply

Ms. Carpentier indicated it's an actual decrease in the budget here of \$35,000 on an \$809,000 budget.

Chairman Morin asked if there were any questions.

5594 - Water Debt Service for Water Fund

Last but not least, Kathy Carpentier said we are currently on target to pay off the loans by FY28.

Chairman Morin asked if there were any questions.

5586 - Conservation Commission

Elvis Dhima explained the Conservation Commission's increase this coming year is \$1,300 and that's 100 percent at the small equipment, kiosk updates, signs, and any safety equipment that the Conservation will need to basically do all the maintenance of the trails, parks throughout the town. Any questions? It reflects a 2.5 percent increase throughout the operation budget within the Board of Selectmen parameter.

Selectman Coutu asked there's a line item under 252 for \$8,726 for a lake host. Who is the lake host? Who gets the money? Randy Brownrigg indicated that's the lake host program. It's usually split between water and lake. Selectman Coutu said it doesn't tell me anything. What is a lake host? Who gets the money? Mr. Brownrigg indicated the Lake Host Program is part of the program that we have for the Conservation Commission that does also water and it's a program that we do yearly. Mr. Malizia noted it's for the Ottarnic Pond and Robinson Pond. We're part of an association. I believe we pay dues into the State and then we use State services for the Lake Host Program. It's for the invasive species that we are constantly battling at Robinson...Selectman Coutu stated we pay them \$40,000 for that. Mr. Malizia said that's for a grant. That's for DASH unit and that's for herbiciding private companies that we hire to do that. We're still part of the Lake Host Program.

Selectman Martin asked isn't the Lake Host Program somebody is out there at Robinson Pond and inspecting boats going in and coming out and making sure there's no invasive species on it.

Selectman Coutu said really. I've never seen anybody do that ever. Selectman Martin said we'll go have a cookout someday down there. Selectman Coutu stated I have never seen any host at Ottarnic Pond. Mr. Dhima said there's someone from DES that does the investigation prior to...Selectman Coutu noted they're hiding in the bushes because I've never seen them and I've asked other people if they've seen them and they said no. I'm just wondering where that \$8,000 goes to. Who do make a check out to is it

the State? Mr. Dhima said to the State.

Chairman Morin said they're there. I've been tagged by them actually. I can prove they were there. Elvis Dhima said they're the one that identified the areas. We put the posts out there to make sure that people are aware of. You must have seen some of the yellow signs out there around Ottarnic Pond and Robinson Pond. I was able to do that this year because our internship was out at the time. It's basically as Mr. Malizia said it's to give us access to grants. Right now we get about 25 percent from the State. It used to be a little bit higher than that. It went down to 20 percent but we'll still be getting 25.

Selectman Coutu asked another question of the Town Administrator. I'd like to see an audit of where this money goes from whoever we send it to. I want to know who's here, when they're here, what have they done in the past year for \$8,000? Steve Malizia said we must have some payment records I'm assuming. Kathy Carpentier said we don't have any records behind the bill. Selectman Coutu said we don't know if anybody ever shows up other than people saying oh yeah I saw somebody.

Elvis Dhima indicated Engineering gets notification from DES staff that says I'll be in the area or they'll say we've been in the area. This is the areas we identified for the need of the removal physically or by treatment. We agree to that and then the contractor gets hired to do both those both services the chemical and the physical removal of the weed and gets confirmation.

Randy Brownrigg indicated Amy Smagula is charge of that program and we rely heavily on her for her professional input on that. She does most of that work.

Selectman Coutu said we had a conversation recently Mr. Chairman to promote monitoring activities to speak in general terms. This is an area where somebody claims to be there but there's nobody there to verify it. Chairman Morin indicated I can verify it. I'm telling you I can verify it. Selectman Coutu asked how long ago did this happen to you. Chairman Morin said a year or two. Selectman Coutu asked how do we know they were here this year or the year before.

Selectman Martin commented in the summertime I like to go to Robinson Pond and visit the little lake there that they have for the beach. When I pull out of that after I'm doing what I want to do in there, there's always, always male/female no matter who it is standing at that boat launch checking boats in to make sure there's no invasive species on it and checking boats out. I've seen people get upset but that's their job. They probably don't get paid a lot of money but some of those people driving those boats say wobubba - they will not allow a boat in if it has invasive species on it. They'll move them along their way. The money isn't going to waste. I will say that.

Chairman Morin said in the long run it's saving us money by taking those species off the boats that are coming in. Elvis Dhima said cross contamination. Someone taking a boat from one lake or one pond to another. That's basically the whole program trying to control that.

Chairman Morin stated summertime we're sitting on the beach this year.

Seriously Mr. Chairman, Selectman Coutu noted what I've been listening to for the past 12 years every single year is contrary to what is now just been said. The reason we're having so many problems at Ottarnic Pond and Robinson Pond is because of cross contamination that is being allowed to get into the pond. I've listened to that for 12 years. Chairman Morin said my three years I haven't heard that because this stuff was in there a long time ago. This isn't something new that's hit us. This has been a long progress thing. Selectman Coutu stated then I don't want to hear anything about monitoring expenditure of monies

then. If we're not going to monitor expenditure of the money the taxpayers are paying, let's not.

Selectman McGrath recalled over the last number of years that I've been sitting at this table Ken Dickinson coming in and presenting the budget. We'd have the same discussion every year and he'd go through in detail what they were testing for, how they were treating it, how often they were there, and perhaps Mr. Brownrigg doesn't have the information at this fingertips but perhaps you could provide that outside of this meeting if you have it in your files or you can talk to Ken because he's still part of your committee. Send an e-mail and we can have it in the file so that we can see what they're doing.

Kathy Carpentier said if you send it to me, I would bring it to the next meeting if it's ready by then.

Selectman McGrath noted we've had this discussion at length because Ken would be here and go into great detail. I don't go to any of these ponds or lakes. I couldn't tell you because I don't witness it because I'm not there but I do know that Ken came in and I think Elvis you were here when he was here presenting his budget for the last number of years that I've been here. They are doing it. I can't verify it because it's like Benson Park, I don't go to Benson Park. I don't go to the pond or lake.

Selectman Coutu said what Selectman McGrath is talking about they do do which is the invasive species. That's what they come in and speak at length about. Mr. Battis did. Ken Dickinson did. I'm not questioning that. I've seen them out there doing their job. I'm talking about the lake host. It's a whole different..Chairman Morin said they're there and it's part of that project because it keeps stuff coming back in that they've taken out. They actually sit there and inspect the whole boat, look under the trailer and everything. If there's anything on it, you hear about it. Like Selectman Martin said, some people aren't happy about it because they don't let them put their boats into our waterways if there is anything on it. Selectman Coutu said it has nothing to do with Mr. Brownrigg. Mr. Brownrigg is doing an outstanding job. This is the Lake Host Program Randy. It has nothing to do with you.

Library - 5060&WarrantArticleJ

Erin Henderson explained we are increasing the budget by 2.4 percent as recommended by Selectman Martin. That is going into the reimbursement to the staff for educational pursues. We believe in investing in our staff.

Selectman Roy asked how many staff members do you have enrolled in education program. Ms. Henderson said we do have one staff who will be enrolling. Selectman Roy asked in what program is it a Masters. Ms. Henderson said it's Masters.

Selectman McGrath asked about line item 208 - telephone. Boy that bounced up quite a bit from \$7,500 to \$11,000. Can you explain the reason for that? Ms. Henderson stated this past year we had a complete failure of the phone system in general so we had to actually replace all of the phones.

Unidentified Female Speaker indicated the system has been there since 1980. It came over from the old library to ours and they were surprised that this phone system lasted as long as it did. We didn't have a choice of who to go. It was an emergency and we had no phone system at all and it had to be replaced immediately.

Selectman McGrath said your actuals for 2019 are \$17,534. In your budget last year for FY20, it's \$7,500. Now you're requesting for '21 \$11,000. Unidentified Female Speaker explained what happened when the phone system failed and we had to find someone to do a replacement, we found SDI was the company

I believe and when they installed the new system, we ended up in a contract with them for a few years. This year FY20 is what we had approved previously. So we're trying to kind of make the - because we're in this new contract now, we need to kind of adjust a little bit for this contract.

Selectman McGrath said I have a couple of other questions. Line item 224 building maintenance. Your actuals for FY19 were almost \$34,000 and now you're requesting \$5,000. Are you going to need additional funds do you think or has whatever the maintenance items were that - because your budget for '18 was just under \$8,000 but then in '19 you spent almost \$34,000? Unidentified Female Speaker indicated what happened there is we had the LED upgrades to the light so some of that is finishing the light payment. The other thing we encountered was the lock on the Hills building and the new door to the back of the Hills building that is now upgraded and more secure for everyone who does use that building. It was a strange year and we don't anticipate that moving forward at this point because these are kind of the big things. Selectman McGrath was glad to see it's a lowered value - substantially lower - but it just raised a question too.

Selectman McGrath noted the other line item is 236 and maybe this is what Kara was talking about the education that's jumping up from \$2,000 to \$6,000. Is that the answer that you just provided to her? Unidentified Female Speaker said yes.

Line item 327 on page 5 - library materials - Selectman McGrath said your actuals for FY19 were \$65,000 and you're requesting almost \$76,000 for FY21. Can you explain the discrepancies? Unidentified Female Speaker said sure. That's the same that we requested last year. With ordering materials for the library, the prices are consistently changing. We also pay into items that actually allow to have audio books and downloadable books for patrons. These prices can shift. I think what we're trying to do is make sure that we are covering those shifts especially in the library world with what's going on right now with e-book publishers and what not. We're trying to make sure that we're covered for when those things may come up. Selectman McGrath said that's quite a jump. It's \$10,000.

The last question Selectman McGrath had is line item 411 the computer equipment. Your budget last year was \$12,000 and you're requesting the same this year. In FY19 you only spent \$8,000. Can you explain the discrepancy there? Looking at what you spent and what you're requesting, I'd just like to have an understanding of it. Linda Pilla said we have enjoyed an unusual ability to have discounted computers which is why the budget was not fully expended last year. This year we're looking at having to replace the website that Rodger's Memorial Library website. The reason being that while it works just fine on laptop computers, it does not function at all gadgets like phones and tablets. The reason for maintaining the budget was really to look at exploring the costs of websites. The least expensive we found is \$7,500 and that is a bare bones indeed functionality and from there it just goes up. It's from the sublime to the ridiculous with websites. That's the reason for that is it's something we're going to have to move forward on to be able to provide a service that when people want to look to the website, they go to their phone first and our website doesn't function on those.

Chairman Morin asked if there were further questions.

Selectman Coutu said I wasn't going to but they raised a couple of questions for me. Based on what was just reported to us from line item 224 which is building maintenance, we had one year you spent \$33,685 and you said some of that expense was to change out the lights. Correct? Ms. Pilla said yes. Selectman Coutu said you were budgeting \$8,000 more for electricity. Where's the savings? Unidentified Female Speaker said the reason is it covers the Hills Library. Before we only paid half the electric bill at the Hills because the School Department was paying it and now we're paying the full price. We're fully responsible

for the Hills Library now. Selectman Coutu asked how much electricity is being spent at the Hills Library. Linda Pilla said well the budget of \$28,000 is sufficient to cover both the Rodger's and the Hills. The reason for the reduced amount of last year's electricity bill was the fact that the school contributed towards the cost of the electricity so we were able to offset. Selectman Coutu asked do you remember how much the school contributed for electricity. Ms. Pilla said it's 65 percent of the use at Hills. That comes right in at \$5,000. It depends when they leave the lights on and the air conditioning. The numbers come in right around \$28,000 for the two buildings. Selectman Coutu reiterated we spent \$33,000 in building maintenance. That was the one item that jumped out at me because that was the item that was mentioned. Oh yeah we changed all the lights. So where's the savings? Why did we change the lights for if we're not saving any money? You asked for \$28,000 for this year's operating budget. You're asking for \$28,000 for next year's budget and the prior two years you spent \$20,521 say and now it's up to \$28,000 after we made the changes. Where's the savings? Linda Pilla indicated we are no longer receiving any funds from the school. Unidentified Female Speaker stated which paid for up to 60 percent of the utility bills at the Hills. Selectman Coutu said at the Hills. We're talking \$5,000. We're talking \$33,000 versus \$28,000. You spent \$33,000 for new lights. Linda Pilla said no Sir. Unidentified Female speaker said no. We spent \$33,000 in building maintenance. We spent roughly \$12,000 of that in the lights and then additionally had to adjust that and fix the door and all of the pieces that go with it. I don't know anything about doors.

Selectman Coutu said put yourself in my shoes please. We have to analyze a budget. The question was asked why was your budget \$33,000 in 2019. The answer that was given was we replaced the lights and the door costs \$33,000. That's an expensive door and expensive lights. Do you know what I'm saying? Put yourself in my shoes. Unidentified Female Speaker understood. I can give you the lights and the door were about \$26,000. Linda Pilla had the detail from that budget line.

Selectman McGrath pointed out that those are actual figures and not budget. It's not showing what the budget was for FY19. That's what they spent. Selectman Coutu agreed and that's what I'm quoting them the \$33,685 for lights and a door.

Line 224, Linda Pilla said the actuals - there's a lot of them - the total spent on the project for the back door was around \$14,000 along with the electronic locks. The reason for going to electronic locks over at Hills is so that we can program the doors, keep track of who's going in and out of the building that's really not supervised for most of the time. We want to be able to keep track of for example who leaves the heat on at 70 degrees and then leaves the building for a weekend. We want to be able to track who leaves the air conditioning on and goes away and leaves it on for a week when there is not library stuff there to monitor it. So we can check in with them and say please when you leave the building would you turn stuff off. The total cost of the door was \$14,000. The portion of the lighting upgrade that was paid out of last year's FY19 budget was something between \$10,000 and \$11,000 that reimbursed the Trustees for a portion of the costs they had outlaid for that lighting upgrade. The original cost of the lighting upgrade was something between \$26,000 and \$27,000. We got an \$8,000 rebate from the power company which left the balance something around \$19,000 and because of the way the budget fell out at the end of the year, the operational side of the budget was able to reimburse the Trustees for the money that they had originally outlaid for that project. That's where the \$11,000 for the lighting comes in. So \$14,000 and \$11,000 is \$25,000. On top of that, we did some fairly heavy deep cleaning. The building is now ten years old. We went in and cleaned the carpet, the floors. We did all of the tiles in the building. We did upholstery deep cleaning. That cost \$2,500. The rest of it is just the normal bills that you get with running a building that's ten years old. It's just normal building maintenance. Its call the HVAC guys out. It's calling junk removal to remove stuff from the basement. I know that Mr. Malizia and KC we had worked together on having the auction available so that we could rid of things that were in the basement.

All those things that didn't sell, we then needed to pay to have removed. There is numerous expenses to True Value for hardware that we purchase. There's mulch for the outside of the building. There's the sprinkler system turning it on and then guess what turning it off. It's just the normal wear and tear of a building being run for a year.

Based on last year's budget, Selectman Coutu asked didn't you have a surplus at the end of the year? Linda Pilla said yes. Kathy Carpentier assisted with the number - \$13,869.47. Selectman Coutu said that's reasonable. I just want you to understand. I'm not trying to badger you. It's just when somebody answers a question with one sentence, we fixed the lights. It rang a bell and that's why I'm questioning it. In terms of the electricity based on what I heard that you spent when you started adding it up, you spent an awful lot of money and the bill is going up \$8,000. I don't know what we spent all this money in electricity and it's costing us more for electricity.

Linda Pilla asked to address that just a little bit if you don't mind. When we had the gentleman come in to do the evaluation, we call it the "energy audit". In fact in my e-mail folders I have bunches of e-mails all under "energy audit". He explored Rodger's Library top to bottom, left to right, inside out, and then we went down to Hills Library and we did the same thing. The gentleman who did the energy audit for us was that Hills is not open enough hours in a week to be able to really register a measurable savings of electricity based on the costs that it takes to put it in. He came back to us with three different quotes. One was to do all of Rodger's Library - basement, closets, inside and outside the building. One was to do only the inside of the building and the third quote was to do the public areas inside the building and the parking lot lights outside of the building. That was the option that the Trustees decided to go with was the main lighting that gets used all the time. In other words, the library is open those lights are on. Not the lights in eh basement for example because they're not on all the time but the lights on the main floor they were all replaced. The lights in the working offices, they were replaced. All the lights in the parking lot were replaced because that was the major bang for the buck to get the best return for the money spent.

Selectman Coutu said we're spending \$8,000 more a year so we're not getting any bang for the buck. Linda Pilla stated the only difference is - and we came to you last year and we talked about the fact that the school contributed to the utilities for Hills. You asked us how much the utilities for Hills and we said that they ran around \$15,000 a year. You said for \$15,000 a year, it wasn't worth drawing the school into this and we might as well just cover the utilities ourselves and so that's what we did. We went ahead with the agreement with the school that there would no longer be any requirement for them to pay utilities and that's what we're looking at.

Selectman Coutu said, again, we're throwing out numbers that are not making sense. The electrical portion of the bill from the school was not \$15,000. It was \$5,000. Ms. Pilla agreed. Selectman Coutu said you just threw out a \$15,000 number. The utilities are utilities. Electric is when one utility. Ms. Pilla agreed. There's water. There's...Selectman Coutu said you're masking it. I'm done. Thank you. We have no control. I just wanted to see if you could answer my question. Thank you.

Chairman Morin asked if anybody had anything else.

Library - Warrant Article J

Kathy Carpentier indicated this is Library Improvement Capital Reserve Fund funding for the amount of \$25,000 for an already established capital reserve fund.

Unidentified Female Speaker indicated basically we're just asking for \$25,000 to put into the capital

reserve fund in case the library needs a new roof.

Chairman Morin asked if there was any questions on that. Kathy Carpentier reminded the Board that this also is written to come out of unassigned fund balance as it was in previous year. Selectman Coutu asked to take them up when we do the warrant articles. There's an awful lot of money being asked out of that unassigned fund balance.

BOS/Town Buildings - 5110

Steve Malizia said that's our budget. That's the Selectmen's budget, the Administration budget. Other than labor, the operating budget is up 2.4 percent. It covers things like the extra trainings that we've been doing. We have to pay for those and just a couple of the NHMA fees because we have a membership in NHMA and that's how we get some of those services, free legal, a free training a year.

5115 - Town Facility (Oakwood)

Steve Malizia stated it's the old rec. building up there. We're basically just maintaining very skeleton utilities.

Selectman Roy asked if we used that at all. Mr. Malizia indicated we're using it right now for our storage. We got out of the storage agreement that we used to pay for every month and its sitting over there. I think the seniors also stage out of there for some of their trips. By storage, Ms. Carpentier indicated it's all our records that we have to keep. Some permanently, some for 7 years so there is a lot of records over there. Selectman Roy asked its still weather sealed. The records wouldn't be destroyed. Mr. Malizia indicated unless we had a fire and they get wet. Ms. Carpentier said the facilities person goes up there regularly to check the heat and make sure it's maintained.

Selectman Martin asked a question about those storage files. Are department regularly maintaining and destroying as needed - purge. Steve Malizia thought some departments are more efficient than others because some have less records. Like Planning and Zoning has to get up there and do some more. In general, there is stuff that gets shredded once a year.

Kathy Carpentier indicated my department purges once a year. Accounts payable if it needs to be seven years, we take out one year and we add another year in. I also to the Planning and Zoning people...Selectman Martin said there's probably a lot of it. Ms. Carpentier agreed but they also inherited a lot. It's a big project to go over and go through stuff that they inherited. Selectman Martin's commented we should friendly encourage some department heads to get over there and purge so that we can make those files shrink.

Selectman Roy asked are we moving towards electronic storage of those records. Kathy Carpentier said that was the confusion. We did that. The Land Use Department did that many years ago - 5 - 7 years ago but they scanned it all and saved it all. The records really didn't say electronic was a real record until just recently. It wasn't clear but I do believe that it got clearer recently or it was amended to say that electronic can be a permanent file. If your next question was, the electronic files are backed up and also kept off site. If the primary one was to fail, we have a secondary one.

Selectman Roy asked do you guys contract out the shredding. Ms. Carpentier said yes. My department once or twice a year will tell everyone we're going to go do it and that's when they do go up and purge their records and we have somebody come right up to the facility and you can throw all the stuff right in

to a shredding truck.

Selectman Martin asked is that something that should be funded in each department or should it be funded in...Steve Malizia indicated this is just for the building costs. Selectman Martin asked I see the Fire Chief had one for shredding. Ms. Carpentier said yes. We try to figure out who has how many boxes and I do charge each department.

Chairman Morin asked if there were any further questions. Seeing none, moving on.

Town Hall Operations - 5120

Steve Malizia indicated this is a decline. If you recall, we did the roof project that's budgeted in this fiscal year. So now that that's done - the roof, gutters, and all the facial - you see the decline here. This is also where I'm asking for the \$10,000 to do a feasibility analysis study most likely with somebody like a MRI so that we can determine what our path may be. Either this building, or not this building, or some other building. That's outside of the budget right now.

Kathy Carpentier said outside the budget its page 1 in your book. Recommended by the CIP to do a feasibility and alternative study on options for expansion or relocation of Town Hall.

Motion by Selectman Roy, seconded by Selectman McGrath, to increase line item 5120-252 professional services by \$10,000.

As the Town Administrator stated, Kathy Carpentier noted this is outside the budget. It would change the budget from zero to \$10,000 because we don't have professional services in the Town Hall operating budget.

Selectman Coutu said there is no professional services. Mr. Malizia explained when we did the roof, we took it out of building maintenance which is a different line. Selectman Roy thought it was going back in there. Mr. Malizia said it's more accurate to use professional services because that's a contract as opposed to a contractor.

Vote: Motion carried 5-0.

Town Poor - 5151

Steve Malizia indicated I spoke to the Welfare Administrator. You all know Kathy Wilson. We went over the budget and if you look, she's done an excellent job of keeping this really low. I thought it would be in our best interest to maybe decrease this slightly by \$5,000. We do have a cushion. We have a donation account that has \$9,300 in it. It was donated to us by a former selectman a few years back. If we needed to, we could tap on that too. Based on how things are going and her work, \$80,000 seems to be a number that we can work with as opposed to \$85,000. We are required to provide assistance. So if we get slammed and they meet the qualifications, we are required to do it.

Out of curiosity, Selectman Roy asked was there an increase in usage the number of people that applied between 19 and 20. Steve Malizia thought the numbers have been fairly consistent lately. Times have been good. A lot of people are employed. The biggest problem people have - we have - is rent. It's difficult for folks to find affordable rental property. Of all the assistance we provide, that's the vast majority of it.

Selectman McGrath said they may be able to find that across the bridge.

Kathy Carpentier said some of the assistance that we do give doesn't become monetary assistance. It becomes referral assistance too. She might meet with people and point them to other organizations that can help out and we don't end up paying the cost but we still do the service.

Steve Malizia said when you look at the community grants in a little bit tonight, you'll see there's money there that goes to the organizations. So some of the organizations that she uses to either place people, get them service, or assist them.

Selectman Coutu indicated what's not reflected here we do get a lot of money back that's reimbursed to the town by welfare recipients. Mr. Malizia said yes. We can put liens on if somebody owns property and we've had others that have come in and made payments when times got better for them.

Legal - 5200

Steve Malizia indicated we are currently this year in a contract with Attorney LeFevre from Tarbell and Brodich. That's a one-year contract. I put in a slight increase though he has not asked for an increase in the 5 or 6 years that we've had them. I thought it would be prudent to at least put some sort of 2 percent cost of living in. I don't think the gravy train is going to go forever. He's got to have expenses. Selectman Roy said that's a good rate I'm just saying. As far as the rest of it goes, Mr. Malizia said there's some money in for other labor issues. That's for the types of things like grievances. There's no collective bargaining because right now we have two contracts we're negotiating this year. One I think we successfully done and the other one we'll work on next week. I don't anticipate any contracts next year. I think all the other ones go past next year the ones that were already approved. I don't need to budget that. Then we continue to do value defense on our utilities and that's why we carry a separate line for that. That is level funded.

Chairman Morin asked if there were any questions.

Selectman McGrath commented we've got an excellent attorney that I wouldn't want to lose. Steve Malizia indicated he's worked well with us and our departments and I think he knows our town pretty well at this point in time. Selectman McGrath said he's a great assistance to the Zoning Board of Adjustment. They utilize his services more than the Planning Board. I don't know that the Planning Board has had any real interaction with them. Mr. Malizia indicated Brian will confer with him as opposed to the Planning Board. So Brian will need to contact him. The attorney is very well versed in what we do here and he's somewhat succinct. He's not billable hours. He's just right to the point.

Finance - 5310

Kathy Carpentier said this is my salary and benefits. The copy machine upstairs is in my budget and the audit. The audit this year it varies based on if we have a single audit. Because of the Sagamore Bridge grant of \$1.25 million, we would have to have a single audit so my expenses definitely will be going up this year.

Chairman Morin asked if there were any questions.

Finance Accounting - 5320

Kathy Carpentier indicated this is for my staff and the office supplies and that type of things in the department.

Chairman Morin asked if there were any questions there.

Insurance - 5910

Kathy Carpentier indicated this is for our unemployment insurance which we're self-funded, worker's comp., and property liability which are both through Primex. I took the current Fiscal 20 bills and increased them by 6 percent because we don't know what percentage it would go up by but 6 percent is what I used the prior year also.

Selectman Martin asked a question on the unemployment insurance. You said self-funded? Steve Malizia stated we don't pay into any pool so if we have someone that's collecting unemployment - let's say someone who leaves our employ or leaves another employer after us, we get a bill. We pay it. We don't have unemployment insurance. Selectman Martin asked they don't get to the unemployment office and apply. Mr. Malizia said we don't pay into the State. Our share comes out of us. Ms. Carpentier said you could also pick up an insurance policy from Primex and we costed that out once before and it was more than we were trending in actual expenditures. Mr. Malizia said it didn't seem to make sense because we don't typically lay off a lot of people. It's sort of like the second or third. If they leave us and they get laid off there, they go back a year or two - they go back to other employers and you get a piece of it. That's more of what we get than anything else.

Community Grants - 5920

If you're looking at page 5, Steve Malizia indicated the far right hand column is what we fund and put in the budget. The second from the right is what the agencies have asked for. So in other words, they have put in requests. We level fund.

Selectman McGrath asked Gateways Community Services - it says that they didn't request any funds. Funds requested, zero. Mr. Malizia said we just put it. You can certainly take it out and move it to somebody else. Selectman McGrath asked what kind of a service do they provide. Mr. Malizia thought it was one of the agencies that deals with some of the drug crisis issues. Selectman McGrath thought it might be appropriate to leave it then. It's not a lot of money and where we have such a drug epidemic right now...Mr. Malizia said it's one of the agencies that deals with that sort of thing. Kathy Carpentier noted we don't automatically give them the money. They have to request it. You're just budgeting it at this point. If they don't come forward and request any money, we wouldn't just give it to them.

Selectman McGrath said the other one is Hudson Fish and Game. That's got zero requested. Again, not a lot of money - \$500. Do they still do the...Mr. Malizia didn't believe they did it last year but I think they're doing it this year. Selectman Roy said they didn't do it last year. There's a reason it didn't happen last year. Mr. Malizia said they didn't do it last year because - I don't want to speak to their organization but they've asked for it this year. They did not do the dinner last year. So they didn't get any money from us. Selectman Martin said didn't they had an impromptu. Selectman Roy said somebody else coordinated one. I don't think it was through the Hudson Fish and Game. Selectman Coutu thought a lot of the Fish and Game members participated in cooking and helped them with it but the Fish and Game themselves didn't because it was a smaller scale. This year they're going back to a full scale operation. Selectman McGrath said these questions it's not that I'm objecting, I'm just questioning it.

St. Joseph Community Services - Selectman McGrath - Steve Malizia believed that's Meals on Wheels program. Selectman McGrath said St. Joe's is undergoing some changes over there and they're eliminating some of their services. Is that one of them or do you know? Steve Malizia said I'm not aware that they're eliminating. I thought it was something to do with diabetes center and there was another I want to say cardiac but I remember diabetes center. There was another care type of program like that. I'm not aware of them doing anything with the Meals on Wheels Program. Selectman McGrath heard that

they're having difficulties over there.

Selectman Martin asked if I remember correctly, the Salvation Army comes out to fire scenes. What does the American Red Cross do besides collect blood? Mr. Malizia said I was under the understanding they also went to fire scenes. I could be wrong too. Selectman Coutu noted not here they don't. Selectman Roy said I know they respond to natural disasters. Chairman Morin said the American Red Cross if we have a fire and somebody needs to be put up, that's the group that we go because they can set up hotels and things to that nature. As a rehab, it's the Salvation Army. The Fire Department has been pretty good over the years to buy stuff to restock their supplies. Selectman Martin said okay so the firemen are helping out too. Chairman Morin said yes they have in the past. Selectman Martin stated I would like to decrease the American Red Cross to \$2,500 and throw that \$2,500 in the St. John Food Pantry line. Steve Malizia said that is always your prerogative to do so. Chairman Morin asked if that was a motion. Selectman Martin asked do we need a motion. It's by consensus.

Kathy Carpentier indicated right. Here you're not really changing the budget because it's staying \$90,508.

Chairman Morin said just remember we're going to do the telethon and we did very well last year. Selectman Coutu said they're not going to need it. You ought to give it to people that need it. Anne Marie House could use it. The C.H.I.P.S. program. Chairman Morin indicated Anne Marie House is going away too.

Steve Malizia stated you know they have a problem, right? Selectman Coutu said no. Mr. Malizia explained the Anne Marie House has been notified by the Sisters of - I'm not sure which group of sisters it is - but Anne Marie House has to vacate that complex/building on PMA grounds because they're consolidating all of the sisters into that building. Anne Marie House has to look for another place to do their mission. They've come in and talked to Kathy and I. I know they've been talking out in the community. They're going to be out of that building and they need to go somewhere.

Selectman Coutu asked the property that's being rented behind St. John's that is another brand new organization helping people like Anne Marie House does. They are teenage mothers and Anne Marie House helps older mothers...Mr. Malizia thought it was a family unit type of thing at Anne Marie House. There's fathers and mothers. Chairman Morin agreed. Selectman Coutu said its mostly unwed mothers. I know several who have been through it. My wife and I have helped financially independent of Anne Marie House. This place in the back, that's relatively new - brand new. They're renting from St. Johns. They're in need of funds and they wouldn't know to ask for funds.

Selectman Martin asked can you get a name. Chairman Morin said oh absolutely. Selectman Coutu noted there's an organization that is going to be in - it's mostly our local people. They're in dire need. Mr. Malizia said you could always come back if you have name. Chairman Morin said I'll get that and we'll have it for the next budget meeting. Presumably, Steve Malizia said you're probably going to stay around this number. If you're decreasing Red Cross for example...Selectman Coutu said if you want to go from 5 to 2, give the 2 to them and show that we're grateful that they're coming into our community to help our unwed teens with children.

Kathy Carpentier asked it's your intention to drop the \$2,500 from American Red Cross and give it to this new organization. Okay.

Selectman McGrath commented about the reduction on the Red Cross. I'll agree with that. First of all my father served in WWII over in the Battle of the Bulge and he often talked about the Red Cross and how miserable they were. They'd show up with coffee and charge the soldiers for the coffee. They were fighting a brutal war. I worked

with Vietnam Vets. over at BAE and they had the same - they wouldn't give a dime. We had a system at BAE where every year we'd have a group meeting and it was to encourage us to donate. We could choose whatever agency, whatever group would get our donations would come out of our checks every week. I would choose different ones and I could never choose the Red Cross because of the soldiers that I worked with at BAE and my father's experience. I'm in favor of reducing that amount.

Selectman Martin had one other question. Isn't the American Red Cross funded by the federal government? Mr. Malizia said I don't know the answer to that. Selectman Coutu said the director makes over a million dollars a year. Selectman Martin said that's a problem. A million dollars could be going to the people that need it. Okay. Chairman Morin said I'll bring it back at the next meeting.

Patriotic Purposes (5930)

Steve Malizia indicated we contribute to the American Legion Memorial Day observance and parade. We contribute to the Old Home Days and the Old Home Days fireworks. That's been a constant number.

Kathy Carpentier said it's on page 6, 5930, and it's a \$5,600 budget level funded.

Chairman Morin asked Selectman Coutu our discussion today referenced to Benson Park and concerts. Would this fall under that? Steve Malizia thought recreation would be the more...Selectman Coutu agreed. Chairman Morin said we just have to remember to talk about that.

Kathy Carpentier asked what are you talking about Benson concerts. Selectman Coutu said concerts at the park on Friday evenings.

Other Expenses (5940)

Kathy Carpentier indicated this is a department that kind of has things that don't get classified out. The telephone bills, equipment rental of the postage machine upstairs, postage, and this is just more for Town Hall because we do charge out the departments, contingency of \$75,000 for the Board's discretion, and contingency for accrued payouts of \$60,000. Its level funded almost \$165,460.

Selectman Coutu commented \$27,000 cell service. Is this old antiquated hello telephones that we have? Steve Malizia said they're regular telephones. Selectman Coutu said years ago we talked about eliminating all of that. We were consolidating it and it was going to be billed out by department. Is this over and above all other phones I see in this book because I see telephones keep cropping up all over the place? We pay a lot for telephones. Kathy Carpentier stated mostly what you see in other people's budget is their cell phones or lap tops because they're data. You still pay Verizon for your laptops and that type of thing. We do lump that all into telephone. As you're seeing telephone expenses go up, it is because technology is taking over our lives. Selectman Coutu said 208 I was just told is not cell phones. Ms. Carpentier said this one is not. Selectman Coutu noted if we take all of the cell phones and laptops and add it to 208, we're probably at \$100,000? Kathy didn't think that high. I've never done the calculation. Selectman Coutu questioned over \$50,000 for telephones. Kathy said maybe. If you're asking that question, I could get that information for you. The command staff in fire have cell phones. Engineering has some laptops. DPW has laptops for the computers and to use the technology that they have.

Chairman Morin noted you have them in all police vehicles, right? Kathy Carpentier said I'm not sure that under telephones.

Selectman Roy asked what is this \$27,000. Is that just the telephone system for the town like when you call in? Ms. Carpentier said yes the phone bills. Mr. Malizia said when you call the Clerk's office, you call Water Utility, you're calling outside. Selectman Roy asked this doesn't that include police and fire. Does it include all of those? Ms. Carpentier said all the general ones yes.

Selectman Coutu asked why do I see a separate line item for Robinson phone system. Selectman Roy said I actually read about that. They have monitoring ones for some of the pumping stations and stuff and they use the phone line as the alarm and they have to pay for the lines. Chairman Morin said the alarm goes through the phone lines.

Selectman Coutu said when these developers build these projects and they have to put some sort of a monitoring system for...Steve Malizia said well I know we have for all our water assets so we know if something stops working in the middle of the night and people don't have water or a sewer pump station stops working and it's all alarms. Selectman Coutu asked what did we do in 1960 and '70. Selectman Martin said we went to the well and pumped it by hand. Steve Malizia indicated we didn't own the water system in 1960 I know that.

Kathy Carpentier said I do remember this line item being up in the \$30,000, \$32,000, \$35,000 and we did recognize savings. It's been running \$27,000, \$24,000, \$24,000 so its budgeted at \$27,000 because in the three year history, that's the highest but it was up in the \$30,000 years ago. Selectman Coutu noted we must have gotten rid of two telephones. Ms. Carpentier said they did do that and we've gotten rid of fax machines because a lot of people are - not all of them. Steve Malizia said a lot of them because people aren't faxing a lot. Selectman Roy said you can just scan it and e-mail it at this point.

Hydrant Rental (5960)

Steve Malizia indicated that's the charge from the Water Utility to the town.

Selectman Coutu asked why don't we own these hydrants.

Selectman Martin indicated the town has to pay for them because the Fire Department needs them to put fires out. So our Water Utility has to...Mr. Malizia said since day one forever it's a charge from the Water Utility to provide hydrants and the service to the hydrants. As you are well aware, we've replaced hydrants all the time but this helps to defray that cost. This is protecting the town. This is picked up with the water users. Selectman Coutu said we pay ourselves more than a quarter of a million dollars...Steve Malizia said when we took it over it was over \$500,000 and we reduced it because we took away the payment in lieu of taxes and reduced this charge. This is when you can go back to 1960 and you can look, we were paying the water company significant money for the hydrant rental. Selectman Coutu said this anyway doesn't come out of the taxpayers fund right. Mr. Malizia said yes it does. This is the tax. Selectman Coutu said the taxpayers are paying for - oh yeah because we all use hydrants. I never used a hydrant in my life. Selectman Roy said I hope I never use it. Selectman Coutu said i had a hydrant and have to go to my house just Dave and the crew. They did it with a bottle of soap. That's what they did. Selectman Roy liked having a hydrant across the street from my house. Mr. Malizia indicated it's pressurized. It's available. I have one right next to my house. Selectman Coutu aid he had to put out the fire in the wall and it worked.

Selectman Martin indicated because we own the Water Utility it doesn't take away the fact that somebody has to pay for the water coming through those...Steve Malizia said just have that system charged and available and maintained. Well before we owned it, Mr. Malizia said the Town of Hudson was always getting charged by the water company whoever that was for hydrant. I can show you from 1960. I have the chart in my office.

Kathy Carpentier had one question. That completes everything you planned on doing today and I think Marilyn said we'd talk about it later. When did you want to revisit the lighting for Town Hall or not? Steve Malizia said probably when they want to look at all the warrant articles. It's probably more appropriate at that point in time just too kind of see where you're at. You're not done with the budget yet so I'd presume you'd talk about it at the end but maybe I

shouldn't presume that. Ms. Carpentier indicated Linda Kipnes just brought this to our attention tonight but it could be part of the operating budget. It's not a warrant article yet. She is proposing...Selectman Coutu said we could make a decision to put it into the budget and if we don't spend it we don't spend it. That's not a bad idea. We'll deal with that one. I just want to go and have a conversation about - I think you and I are on the same page KC on the unfunded balance.

Steve Malizia said just to remind you, you made a commitment back in August to fund that radio \$810,000 out of unassigned fund balance. Selectman Coutu said that's why we can't touch it anymore. We're either going to do that and it's a priority or we're going to take all these other little piddley things and drain it. Steve Malizia said it doesn't mean you can't put the other ones to the warrant. You just don't want to take it out of the fund balance. Let them stand on their own.

Selectman Martin asked to make one last comment before we adjourn. You should take the time - sometime in March - and take a trip like for a deliberative session and go to Hollis and watch them spend their fund balance. You'd like that. You'd be chewing your nails down. Mr. Malizia said Windham does the same or had done the same. Windham I don't know how or why but they'll get down to like a few hundred thousand dollars.

Selectman Coutu noted that's why we have an AA bond rating and they have an A rating. They have an A rating in Hollis and they're paying 6.5 percent interest.

5. ADJOURNMENT

Motion to adjourn at 9:08 p.m. by Selectman Martin, seconded by Selectman McGrath, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

Norman G. Martin, Selectman

7.E.3

Agenda
11-12-19

HUDSON, NH BOARD OF SELECTMEN
Minutes of the October 22, 2019 Meeting

1. CALL TO ORDER: Chairman Morin the meeting of October 22, 2019 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEGE OF ALLEGIANCE: led by John Beike, IT Specialist.

Chairman Morin asked to take a moment of silence for Gary Webster a retired Town Engineer who passed away yesterday. Thank you.

3. ATTENDANCE:

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

Staff/Others: Steve Malizia, Town Administrator; Jim Michaud, Chief Assessor; William Avery, Police Chief; Elvis Dhima, Town Engineer; Robert Buxton, Fire Chief; John Beike, IT Specialist; David Yates, Recreation Director; Jess Forrence, Public Works Director

4. PUBLIC INPUT

Chairman Morin asked is there anybody in the audience that would like to do public input. Seeing none we'll move on.

5. RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS

a) Resignation of Benson Park Committee member, Casey Davies

Motion by Selectman Coutu, seconded by Selectman Roy, to accept the notice of resignation from Benson Park Committee member, Casey Davies with the Board's thanks and appreciation, carried 5-0.

Chairman Morin asked the Town Administrator to have HCTV run an ad for an open spot on the Benson Park Committee. Mr. Malizia said certainly.

b) John Beike "Going the Extra Mile" Hudson School District

Chairman Morin recognized IT Specialist John Beike. John, Mr. Malizia received this the other day from Lawrence Russell the Superintendent of Schools.

It says, "Dear Steve, Last spring the Hudson School District formed a committee to develop the District's strategic plan. We asked someone to join the committee as a representative of the town. John Beike volunteered to join the committee. He quickly became an active participant attending community input events, community meetings, and School Board meetings, as well as sharing his thoughtful input. His work exemplifies the spirit of the school and town cooperation."

On behalf of the School District and with the Board of Selectmen's thanks, Chairman Morin presented Mr. Beike with this certificate. Thank you very much for your hard work at the committee. We very much appreciate it.

Selectman Coutu commented the war is over. We're working with the School Department. Chairman Morin indicated that's a good thing.

6. CONSENT ITEMS

Chairman Morin asked does any Board member wish to remove any item for separate consideration. Seeing none.

Motion by Selectman Coutu, seconded by Selectman Roy, to approve Consent Items A, B, C, D, E, and F, as noted and appropriate, carried 5-0.

A. Assessing Items

- 1) Current Use Lien Release - Map 178, Lot 34-16, Teagans Way

B. Water/Sewer Items - None

C. Licenses & Permits & Policies

- 1) Tag Day Permit - Salvation Army

D. Donations

- 1) \$486.20 from AAT Photo LLC, dba Clix New England

E. Acceptance of Minutes

- 1) Minutes of the October 8, 2019 Meeting

F. Calendar

- 10/22 7:00 Board of Selectmen - BOS Meeting Room
- 10/23 7:00 Planning Board - Buxton Meeting Room
- 10/24 3:00 Trustees of the Trust Fund - Buxton Meeting Room
- 10/24 7:00 Zoning Board of Adjustment - Buxton Meeting Room
- 10/24 7:00 Board of Selectmen/Budget - BOS Meeting Room
- 10/28 7:00 Sustainability Committee - Buxton Meeting Room
- 10/29 12:00 ZBA Application Deadline
- 10/31 - Trick or Treat - 6 p.m. - 8 p.m.
- 10/29 7:00 Board of Selectmen/Budget - BOS Meeting Room
- 11/05 7:00 Board of Selectmen/Workshop - BOS Meeting Room
- 11/07 6:30 Recreation Committee - BOS Meeting Room
- 11/07 7:00 Benson Park Committee - Hudson Cable Access Center
- 11/11 - Town Hall Closed - Veterans Day

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on October 8, 2019

- 1) *Motion by Selectman Coutu, seconded by Selectman McGrath, to seal the minutes, carried 5-0.*
- 2) *Motion by Selectman Coutu, seconded by Selectman Roy, to approve the Town Clerk/Tax Collectors request to buy out 80 hours of vacation time, carried 5-0.*
- 3) *Motion to adjourn at 9:06 p.m. by Selectman Coutu, seconded by Selectman Roy, carried 5-0.*

8. NEW BUSINESS

A. Water Main Acceptance - Lee Way

Chairman Morin recognized Town Engineer Elvis Dhima.

Thank you Mr. Chairman. Good evening everyone. Elvis Dhima indicated my first item for you tonight is the water main extension on Lee Way. This is a three lot subdivision with an additional single family home at a later time. This will provide domestic needs and fire protection and it will be town property. It passed

the bacteria test and the pressure test. It's in front of you tonight for acceptance as recommended by myself, the DPW Director, and the Municipal Utility Committee. With that said, I'll take any questions you might have.

Selectman McGrath asked about the sewer line. Does that have any bearing on this at all? Mr. Dhima said the sewer is not ready for prime time yet. Sewer is separate than the water but the sewer they're still working on.

Motion by Selectman Coutu, seconded by Selectman McGrath, to accept the water line at Lee Way as recommended by the Town Engineer, DPW Director and Municipality Utility Committee, carried 5-0.

B. Request for Corridor Funds - Traffic Camera Software Licenses

Chairman Morin to recognize Town Engineer Elvis Dhima.

Elvis Dhima stated my second item for you tonight is corridor expenditures. This is related to software at two different locations. As you know, Kimball Hill and 111 is a State intersection but the town invested a lot of corridor money to add another lane to make that intersection safer. At that time, we added a grid smart camera as well but without the license to do traffic counts. Elm and Route 102 we also had a developer that constructed the CVS store to install a traffic camera as well. At the time, the software wasn't required. As we got more training and we got more into our operation and maintenance of the traffic, we feel this too are key intersections for the town do need traffic counts to provide us a better idea to what's going on with the traffic volume and in depth analysis of what's going on in town at these two locations. With that said, I went in front of the Planning Board and I got their approval for this to use corridor funds. This will be 100 percent funded by corridor funds and I'm in front of you tonight to ask for your approval as well.

Selectman Coutu said first of all I want to extend my sincere appreciation to the Town Engineer again for doing everything that he can to have better control of our main corridors and the lights that we own. Again we're nearing the end so thank god. We put up any more lights, you're going to need 4 or 5 more televisions screens in your office and they can only hold so many. With that said Mr. Chairman, and thanks again Elvis great job, I'd like to make a motion.

Motion by Selectman Coutu, seconded by Selectman Martin, to waive the bid process and sole source this work to Electric Light, Inc. for the following reasons: 1) they have been and currently are our traffic light consultant and contractor; and 2) they currently provide support services for such systems.

Selectman McGrath commented the corridor funds are the cap fees that the Planning Board collects so that alleviates any impact to the taxpayer.

Vote: Motion carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Martin, to approve and proceed with the purchase of one license for Route 102 using Corridor Account #: 2000-2070-000-091, not to exceed \$4,500, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Roy, to approve and proceed with the purchase of one license for Route 111 using Corridor Account #: 2000-2070-000-086, not to exceed \$4,500, carried 5-0.

C. Request for Corridor Funds - Lowell Rd. Traffic Light Upgrades

Chairman Morin to recognize Town Engineer Elvis Dhima.

Elvis Dhima noted this is my item for you tonight is again traffic related. This is regarding the three intersections that are left on Lowell Road that do not have the upgrades that we have throughout town. The three intersections in front of you tonight are Lowell and Birch, Lowell and Executive, and Lowell and Oblate. These will be equipped with state of the art detection cameras, controllers, and they'll be fed from their locations to our main hub through fiber. We have done this work in the past. This will conclude the

undertaking that this town took about three years ago. It will be one of the few municipalities out there that will have such a system at all the traffic municipality owned intersections are on this platform connected through fiber. It's something you should all be proud of. I told the same thing to the Planning Board. It's a big achievement. It's a big ta doo and it puts us in a whole new level when it comes to traffic division, operation and maintenance. It's a big, big deal. With that said, I did get the approval from the Planning Board. This is 100 percent funded by corridor fees that the Planning Board collects. I'm in front of you tonight to ask for your approval.

Selectman Coutu thanked Elvis. This will culminate that project. Good job.

Motion by Selectman Coutu, seconded by Selectman McGrath, to waive the bid process and sole source this work to Electric Light, Inc. for the following reasons: 1) they have been and currently are our traffic light consultant and contractor; 2) they are currently the only company that provides expertise and equipment in such system platforms; and 3) they currently provide support services for such systems.

Selectman McGrath commented again no impact to the taxpayers in Hudson. These are all cap fee funds that are paying for this.

Chairman Morin stated the traffic on Library Street it used to go from Ferry Street to Central Street. Now it goes maybe to Library Street School. It is working very, very well. Mr. Dhima said we're hoping these three additional intersections that are in front of you tonight for approval will be on flash like Pelham and Fox. So the entire Lowell Road will be on flash from Wason all the way down to Central. There can be other things done - winter operations. It could become very handy. It's a big deal to have such ability to make changes whenever needed.

Selectman Coutu said when first notified by Mr. Dhima that he was going to put this on a trial run. I think you started that about two weeks ago now where he was going to have the flashing yellow at some of these intersections and he started with Lowell and Pelham and Fox Hollow I believe were the two that you started with. I made it a point to go down there after 11 p.m. one evening and I went twice early morning with the express purpose of just pulling in and watching and see how the flow was. Obviously there's not an awful lot of traffic but it fits our needs in order to get the flow to run smoothly up and down the main corridor at that point its Lowell Road and I'm glad to see that you're going to do a trial on other intersections. Again thank you.

Vote: Motion carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to approve and proceed with Lowell & Birch, Lowell & Executive and Lowell & Oblate intersection upgrade project using Corridor Account #: 2070-000-701, not to exceed \$54,986.25, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to approve and proceed with Lowell & Birch, Lowell & Executive and Lowell & Oblate intersection upgrade project using Corridor Account #: 2070-000-702, not to exceed the amount of \$54,986.25, carried 5-0.

D. Renaming of Position and Job Description, Request to Post for Position

Chairman Morin recognized Chief Assessor Jim Michaud.

Good evening. Jim Michaud stated I first wish to congratulate Mike Pietraskiewicz in the Assessing Department for his pending day and retirement in late December of this year. He has well earned his retirement. He's been a great employee. He has gone beyond the call of duty on many occasions. I've learned a lot from him not just in terms of assessing but in terms of life and his wealth of life experiences.

To the matter at hand, Mr. Michaud indicated the Board has my memo with a request for a revised position title change and revised job description attachment. Its 19 years with the position of Assessment Technician and that is simply an outdated title not in use by municipalities and doesn't reflect the importance of a second in command position for the department. As the memo states, I've reviewed 11 communities and the prevalent title and job description is that of "Deputy Assessor". It makes sense to rename the position to

reflect the position title so that is contemporary use today and will greatly assist us when recruiting for this position.

Selectman Coutu said I reviewed the job description that was provided to us by the Chief Assessor and I want to say that I've written and I've read a lot of descriptions. This one is thorough and quite inclusive and pretty much explains what you're going to do and what the requirements are.

Motion by Selectman Coutu, seconded by Selectman McGrath, to retitle the position of Assessment Technician to Deputy Assessor and to approve the posting of the position, carried 5-0.

E. Hillsborough County Registry of Deeds Fees

Chairman Morin recognized Chief Assessor Jim Michaud.

Jim Michaud explained the next item I'm looking for some consensus from the Board. The memo is fairly lengthy but the Registry of Deeds has adopted new software and in the process of doing that, they've changed how they're going to treat the 43 municipalities that are in Hillsborough County and that they are going to charge us \$2 a page for when we print out a deed per page - a deed, a mortgage.

Steve Malizia said on our copiers, correct.

Jim Michaud said on our copiers using our ink effective January 1st. This isn't just an assessing issue but it certainly is an assessing issue but also Planning prints them out, Steve's office prints them out, Donna Staffier, Patti Barry and we collect the revenue for the County that's in the memo. We don't charge them anything for collecting the revenue and giving it to them. We don't charge them for the bill - \$2 a bill. When the Board of Selectmen approves abatements, there's a County portion and we don't back bill them for that. I realize other counties have also gone down this road so 9 out of 10 are doing this. They're pushing the deeds to us today into our server and we're printing them out. After January 1st if we need to go back and look at deeds, look at plans, look at releases of liens, etc., after January 1st we're going to be charged \$2 a page. It just doesn't make any sense. I realize they can do it because the law allows them to do it. A number of communities that I have talked to wish to get an LSR put in by a Senator because right now the House of Representatives filing period for the next session has ended but the Senate filing period goes through the end of this month. Not going it alone. I just want to get a Senator to sponsor. We believe we have one in the Manchester area that would be conducive and again, other communities are looking at this. I talked to NHMA about it. Typically NHMA plays nice with NH Association of counties so while we don't expect them to necessarily help us, they're not going to be hurting us either. I just think it's the right thing that we should not be charged for printing out documents that apply to our community. We're not selling them. We're not stealing any revenue or anything like that. First thing to do though is to get an LSR in. You don't go anywhere without that. Just looking for consensus of the Board.

Selectman Coutu asked have you spoken to Senator Carson at all. Jim Michaud indicated I have not. I don't have a just call her up kind of relationship with her. I haven't but I'd be more than willing and of course the Board with this memo has enough talking points. Having read this, Selectman Coutu noted it was disturbing to see that they're doing this. I would support not only you have my consent to want to proceed to take the steps that would remedy this because it's not going to be a major tax burden. It's a nuisance is basically what it is. It's a real nuisance and it's petty to get to this level. I would support if the Board would agree that we send a letter to Senator Carson. I don't know if you have a lead person. As long as the Municipal Association is not going to fight us. You said that they're not. Even if they take a wait and see, I'm fine with that. Don't oppose it but if we can get the sponsor for the legislation, I'd like it to see it be our Senator because she has a tremendous amount of influence in the State Senate. Being a Republican and they're still controlled by the Republicans - the Senate is anyway.

Selectman Roy disagreed. The Democrats control.

Selectman Coutu said this is a common sense thing. It's not a Republican or Democratic thing. Jim Michaud indicated it would be nice to have bipartisan co-sponsors on it. Selectman Coutu said if the Senator from Manchester that might be amenable to doing this is one persuasion of one party and the other is the other

all the better. I will support it. Thank you for bringing that to our attention. I would support a letter from this Board to Senator Carson asking for her support.

Chairman Morin asked none of the other counties fought this. Jim Michaud said not to my knowledge. Other municipalities haven't fought this in the other - and I'll step back for a minute. Hillsborough County has always been great the Registry of Deeds. We've always been to print for free our documents. Other counties have not always been that way. For some other counties, it might have been the frog was already in the pot of boiling water and it couldn't jump out. We will hear from other communities once this is filed for support of it. They just haven't taken it on.

Selectman Coutu said I had the distinct opportunity being appointed by former Governor Lynch to serve on the State Assessing Standards Board, I can tell you that based on that short experience and my longevity here on the Board of Selectmen, not too many municipalities have an assessor that's as committed and works as hard as Mr. Michaud. We're very fortunate to have him. Anybody else could have just fluffed this off and said it is what it is let it be. He is bringing it before us for us to take corrective action. It may or may not fly but it's worth a try.

Selectman McGrath had a question and I'm in full support of that as well and reach out to as many contacts that you have that would be agreeable to filing that. If that effort fails and they bill us \$2 per page going forward January 1st you said, what is our ability then to charge them for collecting the fees that we have to collect? We have no ability. Mr. Michaud said there's no statutory authority to back bill them or bill them for the work that we do no more than we would do for the school district, although I would argue that's completely different from the county. There is no ability. Essentially Selectman McGrath said its double taxation. That's really what it is. We're collecting taxes that we send up to the County that's part of our tax bill and then they're going to charge us to print any documents that is necessary for the running of our office and we have no ability to...Jim Michaud said that's correct. Right now we're printing documents now. We receive the current deeds that come in but on occasion we've already had to print some items and we get a monthly bill from them. I got an e-mail sent to me saying ignore the bill. I'm presented with some kind of well you can't do that. There needs to be a software change. I can say that there doesn't need to be. There just needs to be an e-mail to us each month saying ignore the bill. I mean it's really that simple. Each Registrar of Deeds can decide to do what they want to do. By Statute, they have the ability to charge and they've not been charging us so they have the continuing ability to not charge us. If the Registrar of Deeds comes in front of the Board next month and says I won't charge you, it doesn't solve it for the other counties and another Registrar of Deeds comes in, they can make a different decision.

Selectman McGrath noted it's really unfortunate and very troubling to think that they would do that to municipalities because it really is double taxation.

Selectman Roy found \$2 per page is rather steep. I don't know where that came up with that number. Do you have any idea what it would cost on an annual basis? Jim Michaud said I put in it's really just an estimate towards the third paragraph. I'm thinking around \$500 a year for assessing. I can't speak to how the other agencies. So again it's just an estimate because we never kept track before. We kind of don't know and in certain years we'd be heavier than other years like say leading to a revaluation or something like that. We're not getting less properties. We're not getting less complications. If anything, we need to have more documentation. Selectman Roy said I would certainly support your efforts and I agree with Selectman Coutu to send a letter as a Board to the Senate or anybody representing us. Anybody that can support this cause.

Chairman Morin said if nobody has anything else, a consensus on what's written and add the letter to send to Senator Carson. Is that okay with everybody? Selectman McGrath noted and anyone else.

F. Bid Recommendation - Multi-use Athletic Field Assessment

Chairman Morin to recognize Recreation Director Dave Yates.

Good evening. Dave Yates indicated the Board requested an engineering assessment of Liberty Field. We advertised in the Union Leader. The Town Engineer and myself met four parties at the field so they could

analyze and see what the situation was. We received four bids. We're recommending that we go with the low bidder Wilson and Barton which was \$6,000.

Selectman Roy asked that bid is significantly lower than the other bids that came up and then there is some language about additional services if necessary. I was wondering why is it coming in so low. Mr. Yates asked to yield to the Town Engineer. This is his expertise.

Elvis Dhima said I checked the references and I also asked around a little bit. The references usually they're great. It's my understanding they're trying to build a civil engineering division in New Hampshire so I think they're doing almost everything at cost. They're trying to build a clientele or list so I think that's why they're a little lower than the rest of them. Also as you can see from the proposal, why the scope of work is the same. Their packet wasn't as fancy as the rest of them so I think they saved a little money there as well. I did have discussion with the lead project manager and I explained to her that will they be able to this work for this amount of money. She was confident that they would. They've done this work before. The subcontractor they're getting to do this evaluation also checked out. I think they're just doing it at cost. I think they're just trying to build their clientele. That's typically usually when (inaudible) is trying to build a branch out of New Hampshire or other divisions. That's what I got when I asked around.

Selectman Coutu said I didn't have an opportunity to speak to the Recreation Director but I spoke to our Town Engineer Elvis Dhima. I mentioned to him that I expressed some concern about Wilcox and Barton not as a first-hand knowledge of anything. I, too, noticed that the bid was - we're talking the difference of \$4,000 but when you look at the scope of things, you say wow that is a considerable drop. He told me exactly what he just told us. I called a couple of people in the engineering field and they told me that engineering companies are popping up now. One of the things that municipalities look for typically in a bid process is how much work have you done for other municipalities. They want to compare apples to apples and oranges to oranges. You can work for John Doe, Inc. and you're doing some field work for them but did you work for another municipality because municipalities are unique unto themselves and people would be more comfortable being able to call another municipality to get a reference. Although they had no idea who this company was, they did say to me that they understand doing things at cost which is not something that you told me. I heard that as well from one of the two other agencies that I spoke to. It's not unusual for a company when they're starting out to do things at cost in order to get their name out there. I respect your judgement on this and I will be supporting this.

Elvis Dhima said there is a risk to everything obviously and it's okay to be a little hesitant with a company that we've done work before. We have done the same when we did a pump station lift when we hired the low bid. We never worked with them before and they did an outstanding job for us - Sewer Interstate they worked on the Sagamore Bridge so they worked out great but I totally understand that hesitation a little bit because we've never done work with them before like you said. I think they're going to work out. We're going to keep an eye out on them. We'll be out there when they do the testings. I think from what I heard that they will be able to do this. They've done similar work. I think we may get some good answers out of this.

Selectman Coutu said I have one more question if I might Mr. Chairman. Mr. Dhima I started reading this and I don't know what happened I never got through all of it. At the end after they do the assessment, now this is so the listening public will understand, this is for the new field that was constructed and for whatever reason is under water. This is to ascertain what caused the problem. I hope that at the end result of their testing, and I think ground borings will tell an awful lot, that they're going to be able to give us a corrective plan of action and an estimate of costs for the corrective plan of action.

Elvis Dhima said the scope of work the way we laid it out is do the field assessment and figure out what's causing it. If it's the side, if it's offsite drainage, or if it's a combination of both and figure out without getting into the design but give us options. Option A is to lift the field half a foot, build drainage around it, intercept all the drainage prior to getting to the field, and what the cost would that be for the design and the construction. Basically we're looking for some alternatives and some options once we figure out to what we believe is causing this. Right now it's been dry since - when the last time we went over there Selectman Morin August/September. It's definitely during the spring time. It could be the ground water recharging but

they will be able to give us a better idea. They are hiring a geotech company that all they do is specialize in soil so we'll get some answers.

Motion by Selectman Coutu, seconded by Selectman McGrath, to award the bid for the Multi-use Athletic Field Assessment for Liberty Field to Wilcox and Barton, in the amount of \$6,000 with funds from the Recreation Fees account (2050-182) as recommended by the Recreation Director and the Finance Director, carried 5-0.

G. Retirement of Firefighter/Paramedic, Thomas Sullivan

Chairman Morin recognized Fire Chief Robert Buxton.

Good evening Mr. Chairman and members of the Board. Fire Chief Rob Buxton said I'm here tonight to bring forward the retirement from Firefighter/Paramedic Tom Sullivan. Tom's been with the Fire Department for 30 years. He started with the Fire Department was actually an Explorer member of the Call Department so total time is well over 35 years. It is his intent to retire effective the end of October.

Chairman Morin asked if there were any questions.

Selectman Coutu indicated we're going to miss him. He's a great guy.

Motion by Selectman Martin, seconded by Selectman Roy, to accept the notice to retire from Firefighter/Paramedic Thomas Sullivan effective October 31, 2019 with the Board's thanks and appreciation, carried 5-0.

H. Resignation of Lieutenant/AEMT, Dennis Haerinck

Chairman Morin recognized Fire Chief Robert Buxton.

Fire Chief Buxton explained the second one is a resignation from Lieutenant Dennis Haerinck who is moving on to the Milford Fire Department. He is taking a position of a Captain of Training over in Milford effective October 29th of this month.

Chairman Morin said this is kind of upsetting because the Chief told us this was the rising star at our last meeting and now we're losing him. Any further questions.

Selectman Coutu stated I had the opportunity to speak to Dennis on a couple of occasions in the past two or three weeks. I had the opportunity through my experiences with the Fire Department both good and bad of having had a lot of conversation with him over the past few years. I feel he's going to be a tremendous lost to us as is Firefighter Sullivan but I understand. People want to move on. They want to better themselves. He saw an opportunity. He lives in that community. It's good for him and he won't have to burn as much gas. Chief Buxton said it still hurts. Selectman Coutu said we're going to miss him but we move on.

Motion by Selectman Martin, seconded by Selectman Roy, to accept the letter of resignation from Lieutenant/AEMT Dennis Haerinck effective October 29, 2019 with the Board's thanks and appreciation, carried 5-0.

I. Retirement of Deputy Chief, John J. O'Brien

Chairman Morin recognized Fire Chief Robert Buxton.

Chief Buxton indicated the third and final one for you this evening Mr. Chairman is the retirement notice of Deputy Chief John O'Brien effective November 1, 2019. John leaves us after seven years as a Deputy Fire Chief with over 44 years total service in the fire service.

Selectman Coutu said I'd like to say one thing for the record. We reminisced the other evening at the awards banquet for the Fire Department about how John came on board. It all happened over lunch but we wanted him. We convinced him to come here. I want the citizens of Hudson to know that we're not having a mass

exodus of the Hudson Fire Department. All of this is coincidental. John had planned this some time out. Dennis was just offered that position so he jumped for it and I don't blame him. Tom Sullivan we knew was going to retire after 30 years. This is very coincidental but I want to assure the citizens of Hudson that the Fire Department is in good hands. It's not an end all. It's the beginning of movement within the department and an opportunity for others that are going to be promoted. Everything is fine. A new chapter.

Motion by Selectman Martin, seconded by Selectman McGrath, to accept the notice to retire from Deputy Chief John J. O'Brien effective November 1, 2019 with the Board's thanks and appreciation, carried 5-0.

J. Meeting Schedule 2020

Chairman Morin recognized Town Administrator Steve Malizia.

Steve Malizia said I've prepared the meeting schedule for next calendar year. A couple things I want to point out. Obviously we have some pretty big elections next year. Right now the Presidential Primary is scheduled for February 11th but that could change. In anticipation of it being on the 11th, this meeting will be the 10th which is a Monday but again subject to potentially change. Town Meeting is on March 10th. That's the voting session of the two sessions. The meeting for that will be on the 9th which is a Monday and I come down to there's a State Primary this year which will be held I believe on the 14th. It's actually held the day after Labor Day. So we're probably not going to meet on Labor Day. I've moved that meeting to the 15th which is the following Tuesday unless you want to do something different. Typically if we have a Tuesday election, we move the meeting to Monday. In that case, Monday is Labor Day and I'm not sure where everybody will be. People travel. People go away. It's the last weekend of summer so I took the liberty of putting it on the 15th.

Selectman Martin said can we meet at Robinson Pond and see the Lake Host.

If this is acceptable, Mr. Malizia said a motion to approve it would be in order.

Motion by Selectman Roy, seconded by Selectman McGrath, to approve the Board of Selectman's 2020 Meeting Schedule as outlined in the Memo from the Town Administrator, carried 5-0.

9. REMARKS BY SCHOOL BOARD - None

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman McGrath - I don't really have anything to say other than to just make note that I attended the awards ceremony the other night for the Fire Department. I thought it was very well attended. I had the opportunity to meet one of the firefighters that is leaving us and I was able to at least offer him my thanks and congratulations on his new appointment. I thought it was a very nice event. Thank you.

Selectman Coutu - Other than to - I'll hold this for later. I'll pass. Thank you.

Selectman Roy - The only thing I have is to remind people that this Saturday at 10 a.m. to noon at Nottingham West for the Master Plan. Wednesday is 7 p.m. to 9 p.m. I encourage as many people as possible to come out and participate in that.

To reiterate because I've said it before, Selectman McGrath said this is an important task that the Town Planner has undertaken. It's mandated by State Statute that we have a Master Plan and that allows us to collect impact fees which as evidenced by the actions that we took tonight for the cameras and the traffic controls for the various corridors in Hudson. We were able to accomplish that by the collection of cap fees. The Master Plan process is a required thing but it's also an opportunity for the residents that have concerns about how the town is being developed, whether they want to see different types of development, whether they'd rather see different types of businesses, rather they'd rather see conservation land being purchased, and also the traffic. I'm sure people have concerns about it but if you don't participate in this, then any

complaints that you have or any issues that you have no one will know about them because it kind of just goes into the ethers. This is an opportunity for the citizens of this town to go out. It's not going to be confrontational at all. It's going to be set up so that you're sitting with other fellows residents and having discussions among yourselves about what you're concerned with and how you'd like to make changes. I think it's a very valuable way to spend your time and it's not lengthy. You can go to one meeting. You can go to two meetings or you can go to all of them. They're going to be held in three different sessions - two sessions this fall and one next spring. That's all. Thank you.

Selectman Coutu wanted to extend my sincere appreciation to Selectman McGrath and our Town Planner Brian Groth for coming down to the Hudson Community Television station and I want to thank HCTV for their allowing us to do this and airing a promotional piece that we put together with the Executive Director of the Nashua Regional Planning Commission who will also be working with us on the plan. I can't emphasize enough to the citizens of Hudson that this is a golden opportunity for them to join in and let us know exactly what is on their mind, what is problematic to them, and not that they're going to have the solutions but we want to know what the priorities are. We can sometimes be blinded by our politics, by discussions that are held here. We become focused and entrenched on one aspect of our town government like for years I've been talking about traffic. That one thought process blinds you from other areas that are problematic and may very well be linked. To me what the Town Planner and NRPC have put together affords our community, our community whether you're a renter, a taxpayer, you're riding our roads, going to our conservation land, you're watching the growth. You have opinions. You may not like the growth. You may not like the direction the town is going in. You might not like certain streets but others are fine. You might like certain parks or maybe you want more. You may want more fields. You may be concerned about our waterways, our sewerage, our water system, thinking about expansion. We want to hear what's on your mind. This is more important to me than the Presidential election because this affects you personally each and every day. It's not a news blurb that you pick up on because somebody tweeted something, or somebody said something, or this party is doing this, and that party is doing that. Yes it affects us but this is our everyday life. This is our community and the only way that we're going to be able to solve the problems of this community is if our citizens come together in this very informal as Selectman McGrath as she alluded to, it's going to be a very informal casual setup where 6 to 8 people are going to be sitting at a table and you're going to be talking amongst yourself and somebody is going to be taking notes to what you're saying and we're going to know firsthand what's on your mind so that when we develop a Master Plan, we're truly addressing the issues and the problems that our citizens see and not just a bunch of politicians who meet at the square table every other Tuesday. We need your input and we hope that you will participate. The more the merrier. We will accommodate everybody that's necessary to accommodate in order to get a more comprehensive Master Plan that will put our community in the right direction. Thank you.

Selectman McGrath asked to add two things. The other thing that's accomplished by a Master Plan is the ability to make changes to zoning. Certain neighborhoods may have issues with they're a small neighborhood they want to stay residential. They don't want businesses and if the zoning currently allows that type of activity to take place, that gives the Planner notice that these types of neighborhoods want to stay strictly residential. So that can facilitate a zoning change that ultimately goes before the voters. We don't act on the zoning changes. We can prepare them, present them to the voters, and they implement them if they so choose. That's one think.

The other point Selectman McGrath said to be made because I know for some people it's intimidating to come in to an area that they're not accustomed to and maybe feeling that they're going to be dealing with officials and these sessions are going to be presented by the Town Planner and by NRPC Jay Minkarah. I don't plan to attend any of them. I don't need to and people don't need to hear what I have to say about my thoughts because I have a platform and I express myself I think fairly well sometimes. It's not for me. It's not for the officials. It's for the people of the town that these sessions are being held.

Like you, Selectman Coutu said I won't be attending so that my mind is not being cluttered and biased by anything that I might see or hear. I want to see the end product as presented to us by the Town Planner and Mr. Minkarah from the Nashua Regional Planning Commission.

Selectman McGrath indicated it won't be confrontational at all. It will be very well laid back and there will be encouraging people to express themselves. Selectman Coutu said it's a great approach to developing the Master Plan and I like it.

Selectman Martin - I don't have much but I hope you folks the voters out here are paying attention to what's going on in town. The budgets are being presented not only on the Board of Selectmen side but also on the school side. They just scheduled another meeting for next Monday night coming to finalize their budgets. If you're interested, please go. There's a time to ask questions when they have it in their hands before they send it off and don't have it in their hands. That's all I have tonight.

Selectman Morin - The only thing I have is also on Saturday morning at 9 a.m. There will be a ribbon cutting on the new conservation land at 68 Pelham Road. There is some parking issues out there. The best bet is to park along the road on Pelham Road. I know the Conservation Commission is going to approach the Police Chief just to have a cruiser swing by to make sure we're all set - 9 a.m. on Saturday morning. That's all I have.

11. NONPUBLIC SESSION

Motion by Selectman Martin, seconded by Selectman Roy, to enter nonpublic session pursuant to RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; (b) The hiring of any person as a public employee; and (c) Matter which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests and open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, it based on inability to pay or poverty of the applicant, carried 5-0 by roll call.

Chairman Morin entered Nonpublic Session at 7:53 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. Open session is entered at 9:20p.m.

Motion by Selectman Martin, seconded by Selectman McGrath, to accept the resignation of truck driver/laborer, Louis Pilat, effective October 22, 2019, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to re-hire John Dowgos and offer the second position to Garrett Leor, as Truck Driver/Laborers, at a rate of \$18.75 per hour (Grade VIII, Step Minimum), in accordance with the Hudson Public Works AFSCME Local 1801 contract, carried 5-0.

Motion by Selectman Martin, seconded by Selectman McGrath, to promote Lieutenant/Paramedic Kevin Blinn to the position of Captain/Paramedic, a non-exempt position, in accordance with the Police, Fire and Town Hall Supervisors Association, Contract Step 1, with an hourly rate of \$36.5169 effective Sunday, November 3, 2019, as recommended by the Fire Chief, carried 5-0.

Motion by Selectman Martin, seconded by Selectman McGrath, to promote Firefighter/AEMT Michael Mallen to the position of Lieutenant/AEMT, a non-exempt position, in accordance with the International Association of Firefighters Local #3154, Contract Step 1, with an hourly rate of \$27.57 effective Sunday, November 3, 2019, as recommended by the Fire Chief, carried 5-0.

Motion by Selectman Martin, seconded by Selectman Roy, to promote Firefighter/Paramedic Kyle Levesque to the position of Lieutenant/Paramedic, a non-exempt position, in accordance with the International Association of Firefighters Local #3154, Contract Step 1, with an hourly rate of \$28.93 effective Sunday, November 3, 2019, as recommended by the Fire Chief, carried 5-0.

Motion by Selectman Martin, seconded by Selectman McGrath, to authorize the Fire Chief to advertise for two full-time Firefighters (AEMT or Paramedic), carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to hire five full-time Police Officers: Ethan Brodell, Cecelia Ortega, John Pinard, Adam Royston and Victoria Shaw with a starting salary of \$23.68 per hour, each all in accordance with the Hudson Police Employee Association Contract, carried 5-0.

Motion Selectman Coutu, seconded by Selectman McGrath, to promote Police Lieutenant David Bianchi to the position of Police Captain at \$97,596.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 5). This elevation in rank would be effective on Monday, November 4, 2019, carried 5-0.

Motion Selectman Coutu, seconded by Selectman McGrath, to promote Police Sergeant Steven McElhinney to Police Lieutenant at \$81,225.00 in accordance with the Hudson Police, Fire, Town Supervisors Association Contract (Step 3). This elevation in rank would be effective on Monday, November 4, 2019, carried 5-0.

Motion Selectman Coutu, seconded by Selectman McGrath, to promote Police Master Patrol Officer Patrick Broderick to the position of Police Sergeant at \$35.53 per hour according to the Hudson Police Employee Association Contract (Step 5). This elevation in rank would be effective on Monday, November 4, 2019, carried 5-0.

12. ADJOURNMENT

Motion to adjourn at 9:26p.m. by Selectman Roy, seconded by Selectman McGrath, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

David S. Morin, Chairman

Norman G. Martin, Selectman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

HUDSON, NH BOARD OF SELECTMEN

Minutes of the October 24, 2019 Budget Review Meeting

1. CALL TO ORDER - Chairman Morin called the meeting of October 24, 2019 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE - led by Police Captain Bianchi.

3. ATTENDANCE

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

Staff/Others: Steve Malizia, Town Administrator; Finance Director, Kathy Carpentier; Jim Michaud, Chief Assessor; William Avery, Police Chief; Dave Yates, Recreation Director.

4. BUDGET PRESENTATIONS

Assessing - 5410 & Warrant Article N

Chairman Morin recognized Chief Assessor Jim Michaud.

Good evening Board members. Jim Michaud indicated you have in front of you a budget that is outside the 100s. Fairly level funded compared to last year. Actually down a few hundred dollars as opposed to a 2 ½ percent or greater increase. All the lines are fairly standard. I would point out that my postage line is up quite a bit from \$1,000 to \$3,000. We're going to be starting our assessment review process in this Fiscal Year 2021 and we're going to do a lot of mailings to Veterans, elderly, disabled, blind, and current use property owners. Beyond that in line 252, we're continuing the cycle of data collection as we started two budget cycles ago. This will be the third cycle version of that. That will bring us to June 30, 2021 with 2022 being the anticipated re-evaluation year. That's the highlights.

Selectman Coutu asked on line 122, page 1, the question is for KC - is that at the max because we don't know who the new hire is going to be. Ms. Carpentier said correct. We assume full family health insurance when it's a new employee coming on board.

Line 216 - copies, Selectman Coutu asked you never spent more than \$150. Why is it up to \$500? Are you anticipating paying \$2 a copy? Jim Michaud indicated I'm anticipating paying \$2 a copy. It's a protective.

Selectman Coutu asked are your dues going up 217. Mr. Michaud thought I level funded it compared to the current fiscal year. Selectman Coutu said you level funded it last year but did the dues go up this year from last year \$1,530 to \$1,733. Mr. Michaud indicated every year they go up a little bit. I don't necessarily catch up to it in the next budget cycle. I have it level funded. I know what you're asking it changed from FY19 to FY20. I would have to look at what the actuals were. What I'm looking at here is the approved budget. Selectman Coutu said the actuals are a lot less. We're just talking a couple of hundred Jim. I'm not going to lose any sleep over it. Registration fees - why did they go up from \$165 to \$895. I noticed the previous year in '18 it was \$700, dropped to \$165, and then it went up to \$185. I looked at the explanation on 235. Mr. Michaud said we budget assuming we might be going to some of these conferences. We don't always go. While we anticipate, we try to budget for that we're going to sending folks including myself to some of these conference. We don't always go. I'm anticipating with a new employee coming in that there might be more opportunity to make use of that line item.

Speaking of new employee, Selectman Coutu said I'll go down to the next line 237 my question is just the opposite. You budgeted \$1,178. We're going to have a new employee. Is that going to be sufficient training money for a new employee? Jim Michaud said I'm anticipating I'm not going to be hiring someone that's brand new to the business. They're going to have a lot of that training already under their belt just by virtue of being qualified for me to...other than local knowledge, Selectman Coutu said the assessing portion of training...Mr. Michaud indicated they'll have those courses. They'll have that training. Selectman Coutu said no you're hoping you find somebody with assessing knowledge. I get that. Good enough.

Professional services. Selectman Coutu asked why are those so high line 252. Mr. Michaud said as I stated before, the cyclical data collection is approximately \$57,000 of that. The George E. Sansoucy public value maintenance contract is approximately \$18,000. I don't know what court cases we're going to have. One court case can be

\$4,000 to \$5,000 for one appraisal not including consulting fees. I kind of have I think if you look at it 4 to 5 appraisal fees in there. I don't know that I'll use them but I feel I risk avoidance I should have something in there for those. Selectman Coutu stated I'm satisfied. He's justified his budget.

Selectman McGrath said Selectman Coutu may have already covered them but if you don't mine, I'll just go through with my questions. Line 214 the newspaper ads. The approved budget for last year was \$750. The actuals for FY19 were \$1,700 and you're budgeting \$1,700 this year. Do you really think you're going to need that for ads? Jim Michaud indicated one of the things we found with the cyclical data collection is that it's worth it to put weekly or every other two week ads in the HLN. Over the course of a year, that can add up to quite a bit of money. I think its money well spent. In addition to that, we do our normal legal notice style for it's time to file for exemptions, credits, current use, and disabled exemptions. That's the principle purpose of that increase.

Line item 235 registration fees. Selectman McGrath indicated this isn't big money but just a question. The actuals were \$165 and you're budgeting \$895. Mr. Michaud said we budget as if we're going to be sending some folks including myself to some of these conferences. If it turns that we don't, then we underspend the line. I'm anticipating with a new person coming on that they would be someone I'd be sending more often than even myself that's been to many of these in the past.

Selectman McGrath said I thought I heard postage being mentioned. That's line item 238. You're budgeting \$3,000 and the actuals for FY19 were \$290. Mr. Michaud said the State has an assessment review process once every five years and as part of that process we go out and requalify all of our elderly exemptions, blind, disabled, as well as verify that the Veterans are still residing at that house. It's still their principle place of residence. We do a lot of mailings.

Line item 304 gasoline. Selectman McGrath noted your actuals were \$620 and you're budgeting \$1,500. Are you planning to do a lot of driving? Jim Michaud said I'm just estimating based upon the gallonage times that rate. If we're under, then we're under and I'll adjust it next year.

Chairman Morin asked if there were any other questions. Seeing none. Thank you Sir.

Kathy Carpentier indicated Jim has no outside the budget requests but he has Warrant Article N Property Revaluation Capital Reserve Fund Funding.

Chairman Morin asked if there were any comments. Selectman McGrath indicated I'm good with this.

Police - 5610 - 5673 & Warrant Article D

Chairman Morin said before we start, we missed out on making an announcement the other night about the drug take back day which is a very important. If the Chief would like to say a couple of words.

Chief Avery stated on Saturday at Walmart 254 Lowell Road the Hudson Police Department will be partaking in the bi-annual drug take back day. This year is kind of unique that we will be taking vaps and e-cigarettes. If any parents out there that are listening to confiscate them from their children or what have you, please feel free to bring them down. The only thing I do ask is that you remove the batteries from them. That could be a fire hazard within our boxes so please remove the batteries. We will be there. Remember there is no questions asked. If you do find an illegal drugs or whatever, our detectives will not be asking them. It is non-confrontational. Please hand them in. We urge you to come down there and hopefully we collect a lot. Thank you. The times are from 10 a.m. to 2 p.m. at Walmart.

Police Chief William Avery said a brief opening comment. Thank you. Before I begin, I would like to thank my entire staff for assisting me in putting this year's budget together. As my bosses know the five of you and Mr. Malizia that this was my first time doing this budget by myself. I could not have put this together so quickly and easily if it wasn't for Sherrie Kimball, Captain Dionne, Captain Bianchi newly promoted, and Sergeant Roger Lamarche. They all wanted to learn. They all wanted to partake. Unfortunately Captain Cayot is in Washington, DC, about to run in the United States Marine Corps. Marathon. That is where he is. He's actually on the plane as we speak. I want to thank my staff and my entire department. This year the entire department had a say in what we were budgeting for. We reached out to them on multiple occasions getting ideas. I might be the Chief but I don't have all the ideas. I

need to rely on the people that work for me and it worked. We got some great ideas. Some information was brought to us throughout this budget process that I was not aware of. Some aging equipment that we needed to start looking at. I have no further comment other than thank you and it was a pretty easy process for the Police Department.

Chairman Morin asked if there were any questions of the Chief.

5610 - Police Admin.

Selectman McGrath asked about line item 219 the damage settlements. Your actuals for FY19 were \$21,538 and you've reduced it down to \$4,000. Can you explain that? Chief Avery said we kept it right at \$4,000. This fluctuates. Last year was a bad year. We had a lot of damages. We had an unfortunate incident of a tree falling on one of our cruisers. Car 13 seemed to have been an omen. It got hit multiple times. Everyone is laughing I know because that car I won't step in it. Some years it's less than that and I didn't feel a need of raising that line item.

Kathy Carpentier stated when insurance money comes in, he's only responsible for the \$1,000 and I would increase his budget by whatever we get from the property liability insurance company. Even though he spent 21, he probably got 19 back to his budget. Selectman McGrath indicated looking at the actuals for prior years to '17 and '18, there were large numbers. Steve Malizia indicated we get a check and we gross it up so that we only pay the \$1,000 deductible. Ms. Carpentier said he's anticipating less than four accidents. Chief Avery said I hope.

5615 - Police Facility

Selectman Roy asked do you have part-time vacancies in the dispatch. Chief Avery stated we currently have 40 hours allocated towards part-time dispatch. Currently we have one part-time dispatcher Gladys McDonald who's been with us for over 20 years. She works 8 to 16 hours a week so we do not use all of those hours. Selectman Roy asked are there vacant positions there. Chief Avery said there's not a vacant position. It's based on hours. We have found other than Gladys having part-time dispatchers is a very difficult task to keep them sharp working once a week. Again Gladys has been with us for over 20 years and she does a fantastic job.

Selectman McGrath questioned line item 224 the building maintenance. The actuals for FY19 were over \$103,000 and you're budgeting \$46,000. Is that going to be enough for you? Chief Avery said hopefully yes. This is obviously the unexpected repairs at the Police Department. We do have constant repairs that go on with the chillers, or with the HVAC system. I believe Mr. Malizia or KC could you answer that. Is that where that money came out of for the rear parking lot? Mr. Malizia said I believe so.

Selectman Coutu indicated if I look at 252 on page 9, we have contracts with a lot of these service companies for our air conditioning system, heating system, sprinkler systems. There's quite a few of them here and I understand you have your annual boiler inspections and things of that nature. If the voters should approve the addition to the building, will there be separate systems in the building that would be treated separately as opposed to adding on to this equipment that we have presently in the building. Chief Avery understood is that the system that we currently have is not powerful enough it you will to handle this addition. There would be a separate HVAC system put in in the addition. Selectman Coutu noted I'm looking at the cost. It's gone done considerably. You're estimating \$28,000 less this next year than last year. Chief Avery stated there was \$30,000 in there which was for the building expansion study with MRI and with the company that we used.

Chairman Morin asked if there were any other questions. Seeing none, moving on.

5620 - Police Communications

Chairman Morin asked if there any questions. Moving on.

5630 - Police Patrol

Selectman Martin asked are you budgeting in here I really like what you're doing with the test market of those vests for the officers. Are you budgeting this year or are you waiting to do that? Chief Avery said no. I am going to be using drug forfeiture money to purchase those vests for all the officers. So we'll be utilizing drug forfeiture money and not budgeting for it.

Selectman McGrath had a couple of questions. Line item 256 the actuals for FY19 were just under \$7,000 and you're only budgeting \$3,000. Is that going to be enough? Chief Avery said it will be. We have a donation account that KC can back fill from that on the K9 donation account.

Line item 304, Selectman McGrath noted again the actuals were \$68,000 and you're budgeting \$92,000. Chief Avery stated this has been pretty consistent and the only explanation I can give to this Board we were short so many police officers, we did not use the amount of gallons last year as we will be using moving forward now that we are full staff.

Chairman Morin asked if there were any other questions. Seeing none, moving on.

5640 - Police Investigations

Chairman Morin asked if everyone was good. Moving on.

5650 - Police Animal Control

Chairman Morin said I don't see any questions, moving on.

5660 - Police Information Services

Selectman Coutu asked can you explain why the approximate \$90,000 decrease in that line item. Chief Avery said yes the Information Manager we no longer have that as a civilian position. It is now put into a sworn personnel. Selectman Coutu stated I wanted that to be out there because somebody is going to look at that and say why was there drops and now we've explained it. We've gone public with it. Thank you.

Chairman Morin asked if there was anything else. Seeing none, moving on.

5671 - Police Support Services

Selectman McGrath asked about line item 237 service training. The actuals were \$23,000 and you're requesting \$40,000. Is that because of the additional officers that we've hired? Chief Avery said in some years we do a great job our Services Divisions. Sergeant Lamarche is the back of finding free training throughout either through a place called "NESPN" or at the NH Police Academy. Some years we spend more on training if there's not as many classes offered. Some years we don't. I think Mr. Michaud talked about the training. We are going to have a slew of new officers that will need extra training that will probably end up costing us money once they graduate from the Academy.

The other question Selectman McGrath had is the last line item 403 small equipment. The actuals for FY19 were \$1,600 and you're budgeting almost \$13,000. Chief Avery explained the majority of that is \$8,148 - this is one of the things that I was enlightened recently. When I say recently, a few months now that our bullet proof shields are expired. I was unaware of it. We need to start replacing them. All of our cruisers need to have bullet proof shields in them. I will accept nothing less than that. We are in the process. It will take a little bit of time and I'm aware of it. It's an expense but we will get them and that's why I raised that line item. Selectman McGrath said that's a very reasonable explanation and something that you need absolutely.

Chairman Morin asked if there was anybody else. Seeing none, moving on.

5672 - Police Crossing Guards

Kathy Carpentier indicated this budget is level funded.

Selectman Coutu asked about the crossing guards. Small budget. It's been the same for quite some time. When is the last time they got any kind of a raise? Do you remember? Chief Avery believed it was either last year or two years ago. Ms. Carpentier said a couple of years ago. Selectman Coutu asked they were at what \$13. We went to \$14. Chief Avery said \$13.50. Ms. Carpentier indicated they are at \$14.00. Sorry for the delay. Selectman Coutu asked it was at least two years since they had a raise. Ms. Carpentier said yes it was either \$13 or \$13.50.

I believe it was \$13.50.

Selectman McGrath suggested if you wanted to increase it by 2 percent, what would that be KC? About \$1,000 to the budget. Kathy Carpentier indicated a little over \$1,000 because you'd have to do some taxes. About \$1,500. Selectman Coutu asked that's going up \$.50. Steve Malizia stated she said 2 percent. That's about \$.28. Selectman Coutu said if we went up \$.50 an hour. Chief Avery said it varies weekly between 10 and 20 hours. Ms. Carpentier said we budget 370 per ten crossing guards. It would be about \$2,000.

Selectman Coutu asked can we make this an item to come back to please so we don't tie them up. Would you give that some thought Chief and then let us know when we come back to it. Chief Avery said I'm in complete agreement if this is what the Board chooses to do. They do a fantastic job for us day in and day out all weather conditions. They don't complain. They just do their job. As you know Chief, Selectman Coutu said I'm up and down this town every day and I regret most of the time that I do go out is either at 7:30 in the morning or 2 o'clock in the afternoon and I have to deal with the school buses and the traffic. I make it a point on Lowell Road and up by the high school and down around this corridor as you and I have done Mr. Chairman monitor traffic flow and what not for a problem we were having. It gives us good insight as to what these people do. In some instances especially up by the high school, I know whose up there. His life is on the line sometimes. It's like that with any crossing guard. I've watched people totally ignore the crossing guard at the south end of town as well as out front here. It's disparaging. It's upsetting and I had a crossing guard one day say to me you know I called the Police Department and they don't do anything. I said they're your employers and after the fact is a little late and they can't be at every school otherwise we wouldn't need you. You have to do the best you can with what you have. My heart goes out to them. I think they work very hard. I think they deserve something and if they haven't had anything in two years, I'm not going to lose any sleep over \$2,000.

Chief Avery said the big thing is they look out for the children in this town. Last year Chairman Morin grabbed me the last day of school. We went around and saw them all. I don't get to see them too often but the officers out in the street get to see them and smiles every one of them. Couldn't wait to get back to work in the fall. Selectman Coutu said it would be nice if you go around once a year and shake their hands and thank them. I'm going to do it. We should all do it. Thank you. We'll take it up or do you want to do it now. Do you want to wrap it up? I don't know.

Selectman McGrath said that would be less than a penny on the tax rate.

For clarification, Kathy Carpentier said if you were to add \$.50 to each employee for each hour, it would be \$1,992. If you added 2 percent, it would be \$1,115. If you added 3 percent, \$16.73. That's with the taxes included. Selectman Coutu asked that's with the FICA and all that. Mr. Malizia indicated they only have FICA. Selectman Coutu said for me my preference would be to go to \$.50 and make it \$14.50 an hour and be done with it. We would need a consensus.

Selectman Martin asked do you happen to know what percent that \$.50 would be. Ms. Carpentier said 3.6 percent raise. Selectman Martin indicated in keeping with what we've been doing for the unions. Selectman Coutu said it's well below it. It's 1.8. We're at 3 this year and we were at 2 ¼ last year. They got 5 ¼ those who got a contract. We're giving them 1.8 a year for the past two years.

Chairman Morin asked if there were any other questions or comments. Consensus

Motion by Selectman Coutu, seconded by Selectman Martin, to increase Department 4210-5672-102 from \$14.00 to \$14.50 per hour, an increase of \$1,992, carried 5-0.

Chairman Morin asked if there were any other questions for this section. Seeing none, moving on.

5673 - Police Prosecutor

Selectman Coutu asked how is he doing Chief. Chief Avery said Attorney Tessier is fantastic. Couldn't ask for a better attorney to represent the Hudson Police Department and its officers and not only the prosecution but the way he treats, handles, respects the criminal justice process and the victims that he deals with on a daily basis. Selectman Coutu noted he has a great personality. I like him a lot.

Chairman Morin asked if there were any questions. Seeing none, moving on.

Kathy Carpentier indicated that concludes the Police Department. He has no outside the budget requests. He does, however, have one warrant article, Warrant Article D, which is for the police facility expansion and renovation.

As this Board is aware, Chief Avery explained I presented an additional and renovations to the current facility at the Hudson Police Department and I believe with the bond. KC if you could help me with that. It's just over \$5 million. We're asking for \$4.9 million. Kathy Carpentier indicated you're asking for \$4.9 million. It's at an estimated bond rate of 3.75 percent. It would be a payback of almost a little over \$6.8 million over 20 years. We did run a 30 year and it would cost us another \$1.6 million so we chose to do the 20 year payback.

Chief Avery indicated myself and my staff have been working on this project as presented to you a couple months ago. I believe it was in August or September. We're still going forward. We are looking at opening up our department to the town and one of the ideas that was given to me by members of this Board and the public is to do a virtual tour of our police facility using HCTV. Jim McIntosh and his staff has volunteered to do so. Ironically, Sergeant Lamarche is going to be running this project and it's going to start tomorrow morning at 8 o'clock. We will start meeting with HCTV. We want the people in Hudson to see what kind of conditions we're working out of. I don't mean filthy conditions. The department is spotless but the room for us to do work and do it effectively we're outgrown the facility. Again I talked about it in that meeting in September. Our roll call room currently holds 6 police officers. When I go into roll call on second shift or day shift, its standing room only. We have police officers that can't even sit down while they're being briefed by the supervisor. Our crime lab. Our crime team we can fit two individuals in there and if they're both working on a project and Captain Dionne is one the co-commanders with Captain Bianchi, there's no room for them to work. Our evidence room. We are quickly outgrowing our evidence room. The Detective Division. We are busting at the seams.

As Chief Avery mentioned and one of the last things I really want to talk about in this town is the narcotics problem. Fentanyl epidemic that we are under not only in Hudson but all over New Hampshire, New England, and probably throughout the United States. I am starting a Narcotic Unit. For the public, it will start on March 1st. We will have Detectives doing nothing but going after drug dealers in this community. There's no secret we'll be working with the Nashua Police Department hand in hand. That bridge is basically erased. We need to do something. We have had so many overdoses and so many overdose deaths. If the police officers in this room or any of the other men and women of this department are tired of going to parents houses, going to kids houses to tell their parents, grandparents, or loved ones that their child or love one has passed away from a heroin overdose. It is getting old. It is tiresome. If I was to sit back and do nothing, shame on me. I need to do something. We have an officer already assigned to the HIDT (High Intensity Drug Traffic) Agency attached to the DEA. That's not doing it enough. So we're going to add more resources to this epidemic. That needs to be a secure room. When we have narcotic officers that are working on highly sensitive cases that they'll only be sharing with their Captain and myself, they can't be working amongst all the other people in the Police Department. There is sensitive information and there are CALEA Standards for our national accreditation that apply to this. I am asking the voters to support this. I'm asking the Board. I will be asking the Budget Committee who I've already presented to and we will be doing open houses as we proceed into the early parts of the winter at the Police Department. I urge anybody in the public if you have any questions instead of making comments on our Facebook page, please reach out to me. I welcome you at the Hudson Police Department. Morning, noon, or night, I will give you a tour of the facility. I will leave my family to do so. If it has to be 10 at night, that's okay I will meet you back at the Police Department. Thank you.

Selectman McGrath commented I'm in full support of this expansion. One of the first things that I did when I got elected to the Board of Selectmen was I met with all the different departments. I went out to the police station and met with Chief Lavoie at the time, Captain Avery, and Captain DiNapoli and I got a tour of the facility. Some of the things that stood out to me were the areas where the detectives are. That's really a small area. They have a small space to work in and there's a number of them in there. Another area that really was impressive in the way it was cared for and how they sectioned off different parts of it was the evidence room. I had just seen on the news not too long before I went out there that there were police stations in other communities - not in New Hampshire - but I think it might have been in New York and that area where there were rape kits that were left unattended, not cared for properly, and then they couldn't take the cases to court. This evidence room they were able to show me where they - because I was able to talk about that and asked a question about it. They were able to show me where they had all of that stored. It was incredibly impressive but a very small space. That was three or four years ago.

Selectman McGrath noted our town is growing. This department is growing because of that. We need to have the police office be able to do their job in a comfortable way not in a palatial way. In a comfortable way where they can decompress at the end of the day. I wouldn't take this job for any money. What these men and women have to deal with on a daily basis is just mindboggling. They see things that we'll never witness. They're see tragedies that we'll never witness. We owe them a place where they can do their jobs, do it in a comfortable way, and be able to go home at night and hopefully get a good night sleep so that they can go back out the next day and do it all over again. I'm in full support of this expansion. I think it's wonderful that you're going to do tours for people that want to see the police station. Also doing the video for HCTV. That will be able to be replayed over and over again. People can watch it a number of times every day if they want to. If they want to focus in on one area of the department, they'll be able to do that. I think it's a great thing to do and I would encourage every resident in this town to vote for this expansion. There's other projects that are going to be put on the ballot. THIS is a necessary expenditure.

Selectman Martin said I also support this project. It is definitely needed. Most importantly I need to say thank you to you Chief Avery and your staff for an excellent presentation of the budget. Even though the Board of Selectmen said you could increase your budgets by 2.5 percent, you didn't go haywire. You looked at your needs and you did what you needed to do to get your personnel safe and help keep the people in this town safe. To that, I thank you and your staff.

Selectman McGrath added this department is a department that all of us can be proud of. That wasn't always the case. Thirty plus years ago it wasn't the case. This department is one department that I can without hesitation say that I am proud of.

Selectman Roy said I also support this. I think that the issue obviously isn't going to go away. We're in a growth and you're already in tight quarters. To wait to do this will only make it more expensive for the town. I think that we need to do it now and make it as palatable for the town as possible.

Selectman Coutu stated Mr. Chairman you recall the meetings that we've had with then Captain Avery and it was a lengthy process with several meetings. It wasn't done all in one and I'm sure you recall the meetings Chief. We knew we would get full support but you and I were of a mind then that at the very least there was a condition set upon his becoming Chief. It was that we would see results or we'd move in another direction. He agreed to take it with those conditions. So here we are today Chief. You're what less than a year in your tenure? Chief Avery said yes Sir. Selectman Coutu indicated you have made several adjustments within your staff without our influence and without our interference. I have asked you on occasion about certain people in the department and whether or not they were moving. You told me you were going to take some people under your wing and you've done that. You've changed the moral within the department. What impressed me most is that you invited Chairman Morin and I to go to a roll call one morning. I believe we went into the Anne Seabury room. It was packed. I didn't expect everybody to be there but they were there whether they were on duty or they weren't on duty. They wanted to hear what we had to say. Chairman Morin and I were blunt. We said what was on our mind. We made it very clear that we expected to have some change. We expected that some concessions might have to be made in order to get moral boosted. You agreed without exception to almost every one of the changes that were requested that we could do in a sidebar format. Everything else we told them would be up for negotiation. I sat with the union. We wrapped it up in one day. In one day. We didn't give them everything but they were happy with what they got because last year they got nothing.

Now comes the project to expand the facility as echoed by Selectman McGrath. Selectman Coutu said I know she got an extensive walk through three years ago as I've had several times whenever the areas were problematic. One that I recall vividly with Chief Lavoie was the evidence room and that's when we were making some physical changes to the building at that time to accommodate additional space for the evidence room and we expanded that as much as could possibly be done and we also looked across the street at the Kirby building. That's an indoor shooting range. Chief Avery said a simulator. Selectman Coutu indicated Ben Nadeau and I did that. He killed me several times while I was in there with him. I'm in and out of the building quite frequently. I know most of the guys by name. Things have changed and we moved in the right direction or you wouldn't be sitting there this evening. Your budget is to be applauded. I expected your first one I thought it would be fraught with larger numbers than what we're seeing. You've cut it to the bone. I think that overall when you look at your budget, you didn't even reach the 2.5. On operations you were at 2.3. So he kept it under the 2.5. I know he has warrant articles that we're going to look

at.

Selectman Coutu stated we need to address what I feel is the most serious problem we have in our community and it is also the number one priority in our community. The problem is drug addiction. You made a commitment and you stated it here. You've committed now publicly that you were going to take the steps necessary to try to rid our community of this dangerous habitual drug problem that we are facing. It's a crisis that you're willing to take head on and I think your staff will support you 100 percent because I think that they too like us don't want to have to walk into some tragic situations where young people, children of our residents and our taxpayers are dying because some jerk came in here from out of town and was able to spread his venom - the drug with fentanyl - through our community and it's getting into the hands of our young. You and I have been to tragic situations Chief in the past. We dealt with one that was not drug related but there are many that are drug related. We know people and families in this community who have lost. Children have lost their parents. Parents have lost their children and we know a lot of these families.

Selectman Coutu commented it's time that if ever in my tenure as a member of the Board of Selectmen I implore people to consider the expansion of this police department not because we're building them a palace. It's going to be anything but because we're going to have hopefully the manpower necessary to rid ourselves of the problem but you're going to have the room to do your jobs properly. I'd like to see it get a little more room but we'll take what we can get. We're trying to keep our expenses down. When you first approached me, you said what do you think it's going to cost me. I said \$5 million and we're at \$4.9 million and add in some office supplies and whatever you're going to need that takes us to \$5 million. I think it's reasonable. I think it's fair and I think it should be the number one priority of this community. If you don't get any new cruisers, I'm not going to cry. I'd like to see what you need and you need those tools but for me this is this community's number one priority. If this should be the first thing they vote for in all of the warrant articles. You know I support it wholeheartedly. I've been looking for the Police Department to do this for quite some time. Thank you and thank you to your staff, your immediate staff, and to all of the patrol officers who are out there in the street. I echo the same remarks that Selectman McGrath has echoed. That is from perspective God love each and every one of them. I've done that task but I don't think I would ever do it today knowing what I know. Thank you Mr. Chairman. Chief Avery thanked Selectman Coutu.

Chairman Morin indicated they've all said it so I don't need to say much more because they pretty much hit it across the head. I, too, support the police station and will do everything we need to do to get it done.

Kathy Carpentier indicated with that I think his presentation is complete.

Chairman Morin thanked everyone.

Recreation - 5810 - 5839 & Warrant Article L

Chairman Morin recognized Recreation Director Dave Yates.

Good evening. Dave Yates said the Recreation Department as you know we provide recreation opportunities in a variable service to thousands of people within the town ranging from Kindergarteners in our soccer program all the way up to the seniors at our senior center. This year's budget we made several adjustments. The Selectmen gave us the 2.5 parameter. We went up 1 percent. We just made adjustments. We didn't go crazy. I think we can live with what we adjusted. We do have one additional request. That is the Senior Coordinator part-time to full-time if the Board chooses to go that route. That's the only additional request I have over and above the budget.

Selectman Coutu commented in the past years Mr. Yates this Board by unanimous consent asked you to revise the fees and not take a loss. I went through the numbers so that the Board will know. The summer program, the ball fields, tennis - is tennis gone? Dave Yates indicated tennis is gone. Selectman Coutu said the lacrosse program, the basketball program, the soccer program, the teen dances, and all other community activities that he undertakes the total cost is \$219,149. The income derived from each of those programs totals \$240,996 or an anticipated surplus of \$21,847. You took us seriously. This has been one of the better years. I applaud you for it and I thank you for doing it due diligence. Mr. Yates said thank you.

Selectman McGrath asked about line item 206 the electricity. You had actuals in FY19 but nothing budgeted for 20 or 21. Dave Yates stated as you know we made adjustments. We used to have the rec. center under our control

and now we have the senior center and the community center. Last year we did all the moving of buildings. This is the first year that we've actually had the community center and the senior center.

Selectman Roy asked about the senior center person going from part-time to full-time. Steve Malizia indicated it's in Warrant Article L. Selectman Roy said I can wait.

5814 - Recreation Facilities

Selectman Coutu asked Mr. Malizia the recreational facilities the \$25,200 for electricity does that include the senior center. Steve Malizia stated the senior center and the community center. Selectman Coutu thought that if the Sustainability Committee were going to look at a place where we might be able to save money on electricity, it would certainly be in that area. Mr. Malizia noted we just changed all the lights out in the community center two weeks ago. Selectman Coutu asked are there times during the day where there's no activity in the center and it's just you and one of the two part-timers you have working with you in the front office can we shut all the lights off. Mr. Yates said we do. When it's just us, just the front part of the building is on.

Line item 224, page 7, Selectman Coutu said you're requesting a \$5,000 more than you budgeted for this year. I looked at your explanation. I'm not averse to what you're doing. I just want to ask a couple of questions Mr. Yates. The 8 and 3 I understand for the senior center and the community center. When you go into the remodeling aspect at \$12,000 - I don't disagree that the kitchen needs renovation. I thought we had discussed two or three years ago and we had made a commitment to getting an ice maker and yet I see it in here again. Did we get an ice maker? Dave Yates said we never got one no. That's been gone for years and years. Selectman Coutu thought that was being rectified two or three years ago. You never purchased an ice maker. Mr. Yates said no. Selectman Coutu asked do you remember the discussion. We talked about the ice maker. Steve Malizia said it was probably more than two or three years ago now because that's been gone...Selectman Coutu indicated we're talking about the ice maker and not working. I think that was the only item that stood out in this budget that I thought we had done something with the ice maker. Other than that, I'm fine. Steve Malizia indicated we got some gratis free coolers but that was...

Selectman Coutu asked is Wayne buying all the supplies for the community center for cleaning and things of that nature. I'm trying to consolidate that. Dave Yates said usually Leo or Wayne will be doing it. Selectman Coutu noted I've seen Leo go into Sam's Club that's true too. Mr. Malizia said or Wayne depending on it is. They're going to the same place. Selectman Coutu commented it doesn't matter because they're both going to Sam's Club and they're going to pay the same place however we do it. Okay. I'm good. Thank you Mr. Chairman.

Chairman Morin asked if there were any other questions. Moving on.

5815 - Merrifield Park

Kathy Carpentier indicated there is a department on page 10 5815 Merrifield Park but that was rolled into Public Works. I didn't want to skip the page and people question it.

5821 - Supervised Play

Selectman Coutu asked are you going to have the same number of people working this summer. Dave Yates said yes. We'll have a Summer Coordinator and 17 counselors. Selectman Coutu asked if the Summer Coordinator going to be the same girl that ran it last year. Mr. Yates said if she applies. She's more than welcome to come back. She's excellent.

Selectman Martin asked the Robinson Road attendant. That's for the beach? Dave Yates indicated that's for weekend gate duty at the beach yes.

Chairman Morin asked if there were any other questions.

Selectman Coutu asked is the attendant there every weekend. Mr. Yates said yes they are. Chairman Morin stated it's a different person from the weed lady.

5822 - Recreation Robinson Pond

Kathy Carpentier noted this also was given to Public Works Park Department.

5824 - Recreation Ball Fields

Selectman Coutu asked the electric and water were moved to DPW and the same is the ballfield portable toilets. I noticed that Merrifield Park and that's when it first struck me. We're not going to have...Steve Malizia said these are the materials he's used...(inaudible - too many people talking at once) programs that he runs at the ballfields but not the actual ballfield maintenance.

Chairman Morin asked if there was anything else.

5825 - Recreation Tennis

Kathy Carpentier indicated this program has been discontinued.

5826 - Recreation Lacrosse

Selectman Coutu told Dave this is one of the areas that I was concerned with when I was looking at income versus expense. Other programs are subsidizing this program and it was the other way around when we first got into the lacrosse program. The variance here is about \$4,000 difference. Why are we taking in \$4,000 less than what it's costing us to run the program? Dave Yates said it's based on the number of attendees. When we first started we had a couple of teams in each division. Now we're down to probably one team in each division. The girls had a team the first year. Girls' sports is challenging. We do have a younger girls' team that's coming up through now but it's just based on numbers. We also had to increase this year - last year we took out of the budget the rental of the PMA fields because we thought Freedom Field was going to be ready. I put it back in this year not knowing what's going to happen next spring. I added that back in. That's \$2,700. We would have been a lot closer if it wasn't for that \$2,700. We're about \$4,000 from breaking even but I added \$2,700 because of the rental of the field. Selectman Coutu stated we approved the contract to have them go out there. Are they due to go out there this fall? Mr. Yates thought their contract said they would have something to us by the end of November. Selectman Coutu said we'll know whether or not this is a serious problem and it's financially unfeasible. We have a major investment in that field. It's not feasible or they'll come in with a solution and hopefully we can resolve it by the spring and have that field open. Okay. I didn't pick up on that. Dave Yates indicated depending on the cost, we'll come back to the Board and see what the Board's pleasure is depending on the cost. Overall, Selectman Coutu said we're ahead on income versus expense. I'm just wondering why it went down so much. I didn't know there were fewer. That was the up and coming sport in the region. Mr. Yates thought it's steady, it's just not gaining.

Chairman Morin asked if there were anything else. Moving on.

5831 - Recreation Basketball

Selectman Coutu asked you're about to start registration. Dave Yates said we have. That's where I just came from. We had a coach's meeting tonight. Selectman Coutu indicated that's another one. That's \$10,000 less income. I know the numbers went down. Mr. Yates stated the girls' numbers are down. 7th and 8th grade boys we have ten teams. 5th and 6th grade boys I think we have 8 teams. 3rd and 4th grade boys we have 8 teams. Then we have to combine the girls. We can't just go with a two grade because we don't get the numbers. The numbers 6, 7, and 8th grade have 28 girls registered. That's 4 teams of 7. It's the lowest I've ever seen it. That's by moving the 6th graders up. It used to be just 7th and 8th. The girls' numbers again are down. I don't want to give up on them. We can still have four teams, we're going to have four teams.

Selectman Coutu asked how many did we have last year. Mr. Yates indicated we have four teams for the older girls but there was 9 and 10 per team. So we're down about 15 girls or so this year. Basketball is by far the busiest program that we have. We'll have between the instructional program, the rec. league, we have high school league, we have an over 35 league. A typical weekend there will be 800 to 1,000 people playing basketball in the winter. That's by far our busiest.

Selectman Coutu asked are we going to hold any of the regional tournaments here this year. Dave Yates said no we're not. Selectman Coutu said we're not, we're going out. Mr. Yates said the travel and basketball tournaments I think they're kind of going away. I just saw an e-mail from Bedford today. Selectman Coutu said they're too expensive. Mr. Yates thought that might be it or people have too many things going on. I made a decision for the first time in 40 some odd years not to do it. It's just a lot of work for the number of teams we have coming in and the decrease in the numbers. We are going to do jamborees for our travel teams where they'll have a four team jamboree on a weekend so they can still get the exposure but I just didn't see - it was costing us more than it was worth. Our rec. league is alive and well and our over 35 guys we have 79 guys and 1 lady playing the over 35 league.

Chairman Morin asked are you doing any recruiting for the girls team like on the TV channel or anything to that affect. Instead of just doing a registration, are we doing any recruiting? Dave Yates stated we do registration. Chrissy just sent it out on Facebook. She also sent it out to all the people that registered. I mentioned it at the coach's meeting tonight if there's more girls out there, talk to your neighbors. See if we can get more in. We're trying to get the word out. Chairman Morin asked do you have some girl basketball players that could go on TV with you and do a little short recruiting commercial. Mr. Yates said I'm sure I could find some. Chairman Morin said if we're getting down in numbers, maybe we just need to get the information out more. Mr. Yates noted it's the older girls. The younger girls I think we have 6 or 8 teams. As they move up, the interest just changes.

Chairman Morin asked if here were any further questions. Moving on.

5834 - Recreation Soccer

Dave Yates explained this is down significantly because last year because of the new fields we had put that we wanted to purchase new soccer goals and new bleachers. That has now been removed out of the budget. I've already purchased the soccer goals. I haven't done the bleachers yet but that's why we're down 28 percent because we took that money out of the soccer budget.

Selectman Coutu said it raises a question. I'm beyond the soccer budget. Should the field be ready next spring, where are you going to get the money to buy the bleachers? Dave Yates indicated it's in the current budget. I just haven't ordered them yet. Steve Malizia said he didn't put it in next year because he has it in this year. Mr. Yates said I'll order them in the spring. There's no need to order them now and have them sitting out there all winter. I'm going to order in the spring under this year's budget.

5835 - Senior Operations

Chairman Morin asked if everyone was all set. Moving on.

5836 - Teen Dances

Kathy Carpentier indicated its level funded at \$1,500.

5839 - Community Activities

Kathy Carpentier said its level funded at \$7,060. I believe that concludes his budget. He has no outside the budget requests but, however, he does have Warrant Article L which is to convert the Senior Services Coordinator to Full-Time.

Dave Yates explained the one request is that the senior center has been in operation since 2014. We've evolved over the years. We started with three days a week, then we went to four days a week, now our current hours are Monday through Thursday 8:45 to 3 and Fridays 8:45 to 1. The handout I gave you shows the breakdown of each day, the number of attendants. These are the offerings that we offer. Then there's general activities. There's always a lending library, puzzles, and all activities going on all the time. We have monthly activities like the trips, luncheon groups, different activities. I was hoping Lori would be here tonight to answer some of your questions. I'll try my best. She's up there day to day. She's had many people approach her and ask her can we go longer. Most centers in the area are open 8 to 4 Monday through Friday. I thought it was a good opportunity. She says at 3 o'clock every day she's hanging in there. People are staying there right until 3. That's there safe haven I'd say.

They're comfortable there and they enjoy the senior center. I think it's a \$21,514 difference to increase her with benefits. Her hours would be 7:30 to 4. She would come in a half hour prior, get everything all set up and ready to go. She would actually be in the building 8 ½ hours a day excluding her lunch hour. The big thing I thought was good is if we did extend to Fridays full day, we could also offer lunch on Fridays. St. Joseph's Meals on Wheels comes in. They don't offer lunches on Fridays. It's such a short day, they just don't do it on Fridays. That would be a benefit. I'm here to answer any questions the best I can but I just thought it's been six years since we opened it. The overall enrollment is 537 as of today for this current year. Seeing what the Board would like to do.

Chairman Morin asked she's good with going full time. Dave Yates said yes she is.

Selectman McGrath asked are the seniors wanting to stay until 4 o'clock. What's the reason for that that they want to extend the time? Is it just that they like the social aspect of it? Mr. Yates thought its' the socialness of being there. Some people quietly go sit in the corner just doing puzzles. Others get involved in all these activities. They enjoy being there. Selectman McGrath noted Lori certainly is pleasant and easy to be around. Mr. Yates said Lori is very pleasant. I think that's part of it. They welcome - she knows everybody's name when they walk in the place. She's perfect for the job. I think that's part of the welcoming part of it. She's very good at what she does.

Selectman McGrath asked she won't burn out. Dave Yates said I hope not. I don't know how she smiles so much because I'd be burnt out. She loves her job.

Selectman Coutu said to Mr. Yates remember when we opened up the senior center. We anticipated that the day would come where we would be talking about expansion of hours. Again I don't have to tell anyone. As you were speaking, noticed Mr. Gagnon sitting behind and sometimes I wonder why he smiles so much but he does. He smiles a lot so keep it up Brett despite any adversity. Lori is a tremendous face for the seniors. They enjoy seeing her. That place has grown significantly. I've gone in there a few times this year but for the most part, I spend a lot of time downstairs at HCTV doing a lot of programming. I have to deal with all of Santa's elves and things like that. While I'm going through the property, I'm noticing a multitude of cars there on a daily basis. I always look at the parking lot at Benson's, the dog park, and certainly the senior center to see how much activity is going on. I can't tell you how many times I've gone in there and people insist I sit down and play cards with them, or do this, or do that. I'm almost convinced to try pickle ball the winter program and I might. I don't know that my legs will hold up but I've had a couple of seniors say I'm almost in a wheelchair and I can do it you can do it. I might try it out.

Selectman Coutu thought expansion time has come. My biggest concern was and you answered that question is whether or not Lori is willing to take on the full-time aspects of operation. I understand that we still have a number of people that volunteer to help her do certain things. They're proud of their center. They keep it clean. They do the best they can to help Lori. Who's doing maintenance there right now? Dave Yates indicated Steve Pinard. He's through DPW. He's under Jesse's directions. Selectman Coutu said the maintenance aspect of it I haven't heard anything negative as I have in the past. There's a problem here, a problem there. I haven't heard a word. When you don't hear anything, you assume everything is going well. I'm sure you would have approached us had there been a problem.

Selectman Coutu said my consternation with this right now is that I would rather because I'm aware of the activities, I have a couple of my neighbors - I'm still not a senior - I wish - but I live in a place where there's a lot of seniors and they partake of the activities there. They tell me all the time how relaxing it is and they're trying to get my wife to go with them. We're dealing with other issues there. She's not too cheery about going to the senior center but I'll get here there one of these days and take her on a trip. I think she'll like it. They've all told me how much they wish that we would extend the hours so that they could do the kinds of things that you're talking about. Some sit alone and they do puzzles. Others they don't want to go home and be alone. They like the camaraderie and the conversation with people there and they don't want to have to be oh I have to go. I have to go home and prepare dinner. They go home, make a sandwich and they wait for the next day so they can get back to the senior center. You have your regulars.

Selectman Coutu indicated my preference would be to put it in your budget but I can't make that decision. It would be up to everyone else. I would hate to think that for whatever reason the voters said no to this. I think that our senior community needs a place like this and if we can give them more hours to be able to relax and enjoy the companionship of other seniors in similar situations but they can talk about cheery things which they do for the most part. I'd hate to see this be denied in the warrant article process. You have made no out of budget requests for a

few years now. I would recommend that we put it in the budget. This is something that I think is a need for our senior community - a population of almost 5,000 now in Hudson and I don't feel they're neglected. We do a lot for them but I would like to see us expand the programs there. I'll go whichever way the majority of the Board wants to go. If they're going to put it on the ballot, I will support it for the ballot.

Chairman Morin asked if that was a motion. Selectman Coutu said I'd rather get a feel out before I make a motion but I would entertain that motion if I felt that I had the support for it.

Selectman McGrath indicated I would second it.

Motion by Selectman Coutu, seconded by Selectman McGrath, to increase Department 5835 by \$21,514 to move the Senior Services Coordinator from part-time to full-time.

Selectman McGrath commented my reasoning for that. First of all the overall budget was reduced and so adding this amount of money back in isn't increasing the budget substantially and I think that it certainly has been demonstrated that there is a need for that. I think we have the perfect person that works with the seniors and they like her and she loves them. I think that this is a necessary thing to do.

Selectman Roy asked KC what is the total impact to the tax rate so far that we've done with all the changes. Kathy Carpentier asked in the operating budget - \$5.87 up from \$5.54. Selectman Roy asked have we gone up in the personnel. Do you what that impact on that tax rate is? Ms. Carpentier said if you're talking about the two contracts - I'm not following your question. I apologize. Selectman Roy said what we approved so far for the personnel, right, has that had an impact on the tax rate yet? I know the contracts aren't passed. Steve Malizia stated other than the contracts, everything else is in that number she just quoted you. Ms. Carpentier said the two contracts are yet to be determined financials. Mr. Malizia said you'll come in and you'll discuss those separate.

Vote: Motion carried 4-1. Selectman Martin in opposition.

Kathy Carpentier indicated that finishes for the Recreation Director.

Chairman Morin stated there was a thing that was sent around for the pay scale for Patti Barry. Do we want to take that up tonight or do we want to wait.

Selectman Coutu said no let's do it. Let's wrap this up so we won't have to have a meeting Tuesday.

Selectman Martin stated that's not part of the budget process. Since the pay scale has already been passed, are we sending the pay scale back through? Chairman Morin indicated this is an updated one. It's more money. You haven't had time to review it. Let me make sure you understand. I had talked to her in September about this and it did not get forwarded to the budget and that's why it's here tonight. I talked with her today and she gave me a call. Selectman Martin said it's a new pay scale.

Steve Malizia understood it's the same pay scale. Correct me if I'm wrong, she was asking to move two steps up on the pay scale. The pay scale is the pay scale. Chairman Morin agreed. That remains the same but it's an increase.

Selectman Coutu said I agree with Selectman Martin. This should not be part of the budget process. We should take this up at a regular meeting. Did you include this in whatever meeting? Chairman Morin said no. I talked to him today and said I was going to bring it up to see what the Board wanted to do.

Steve Malizia stated I'll do whatever the Board asks but Chairman Morin wanted to discuss it. Chairman Morin agreed. I brought it to him to see what the Board wants to do tonight.

Selectman Roy said I'd like to see that package a little bit more.

Chairman Morin deferred it to a regular meeting.

Selectman Martin indicated we can do it at our next one.

Selectman McGrath noted there's only one copy.

Selectman Coutu indicated if we're going to bring this up at another meeting, are you going to make copies all over again of this or should we bring this back with us. Mr. Malizia recommended you bring it back.

Kathy Carpentier explained from the previous budget meetings, I had three follow ups that you requested. I'm going to first send you to the piece of paper I left on your desk for community grants. I updated this based on your discussions. You made no motion. I added St. Gianna's Place, Inc. which is a new organization you wanted to add. I believe \$2,500.

Selectman Coutu stated yes we wanted to put \$2,500 in there is that what that says. Ms. Carpentier noted down closer to the bottom in alphabetical order I added \$2,500 there and I decreased American Red Cross by 50 percent which is a \$2,500 decrease. The bottom line remains \$90,508. Because the budget is not changing, I do not believe I need a motion but if this is your consensus.

Chairman Morin asked if everyone was good with that. All right, moving on.

Kathy Carpentier indicated the second follow up item was nothing I passed out to you but I believe it was Selectman Coutu who had a problem on the Lake Host Program. Between Chairman Brownrigg and Elvis Dhima the Town Engineer, they gave me some information. You had budgeted \$8,726. Last year they paid \$3,000 in FY18 for this program. There is a backup sheet that says what they paid, and how many hours they paid, and what they were paying for. It was just information you were looking for.

Selectman Coutu said we paid 3 but we're asking for 8. Ms. Carpentier said that is my finding. The prior year to that, we paid \$3,900. Selectman Coutu said we're in the \$4,000 or less range but they're asking for \$8,000 for that line item. Kathy Carpentier indicated it's a part of a line item that is correct. Selectman Coutu asked is the rest of the money in that line item is that money being spent for something? Kathy Carpentier indicated they have volunteer lake assessment program \$1,400 and they had invasive weed control \$3,800. Mr. Malizia indicated that's when the go and pull the weeds either with the suction device. Selectman Coutu asked oh the \$8,000 is all encompassed in that group? Mr. Malizia said part of that. Ms. Carpentier noted the whole budget is \$48,626. Would you like to go to the budget in your book and see it? Selectman Coutu said no I'm fine. I'm good. Thank you.

Kathy Carpentier indicated the third follow up that we had, and I believe it was supposed to be followed up even later than tonight, the Public Works Director asked for \$50,000 outside his budget for the landfill building. I haven't heard anything on that. I think that was a longer term come back to you.

Selectman Coutu said we have to make a decision on way or another.

Elvis Dhima stated this is regarding the additional concrete slab and the structure. We are the Public Works Director, Jason, and myself we will be visiting the City of Dover to have a look at the similar structure. This was the recommendation by the Board to look at different facilities similar to this if we can use some of the plans that are there similar to what we can use. We'll get some numbers for the Board. He's meeting us this coming Tuesday. The three of us will take a ride to the City of Dover to get an idea to what we're dealing with and what the Public Works will need.

Chairman Morin asked is there any chance you could get a couple of pictures to show us just so we can understand what it looks like. Excellent. Mr. Dhima said an aerial as well too from Google.

Selectman Coutu asked we have til when Mr. Malizia the end of November beginning of December. Kathy Carpentier stated it depends at what phase. All the way until the Budget Committee is done with your budget so it's in December sometime. Either you're done tonight or next week officially but you can always add at the request of the Budget Committee.

Kathy Carpentier indicated that's the only other follow up items. We do need to go over some of the accounting type things. I'll first take you to the default budget. I handed out three documents - one for the general fund, one for the water fund, one for the sewer fund. What this is is we take prior years approved operating budget, we back out any one-time items, add in any reoccurring or contractual items. This is prepared by myself and the Town

Administrator. These numbers would be firm and not changed from here on forward. Unless you make any changes to the operating budget, the difference is what the voters would see on the ballot. Steve Malizia stated these numbers show up as the second number on those three warrant articles. If the budget fails, this is the number that we have to live with. We've calculated consistently this way every year. We put the detail here so that you can see what it is and again there are water, sewer, and general fund budgets.

Selectman Coutu asked that doesn't preclude them voting in pay raises or anything else. Steve Malizia said if separate warrant articles are separate warrant articles. This is only just when you get to the operating budget for those three funds that if they should fail you have a budget to fall back on. Other warrant articles stand on their own.

Selectman Coutu asked one for each one. The default on the water is \$3,801,000. What is the budget this year total request? Mr. Malizia said \$3,802,291. Kathy Carpentier noted a difference of \$497.

Selectman Coutu asked about sewer. Steve Malizia said \$2,110,633. Ms. Carpentier noted a difference of \$213,500. Neither one of those are driven by tax.

Selectman Coutu asked about municipal budget as it stands right now. Kathy Carpentier said \$28,192,697. A difference of \$688,739.

Selectman Roy asked what was the percentage. Ms. Carpentier said I don't know the percentage - 2.5 percent ironically. Selectman Coutu commented we asked that the budget be held at. Kathy Carpentier stated that's the difference of \$689,000. Pieces of that would be the four contracts that you passed last year which were \$307,000. You currently added \$146,000 through the last three budget deliberations for the outside the budget requests. About \$70,000 was increased in the departments by their 2 ½ percent.

Selectman Coutu said the \$688,000 isn't as a result of our actions. That includes last year's warrant articles that the voters approved is factored into that because it's above the default. That's correct.

Selectman Roy asked what's the number for the contract. Kathy Carpentier said \$307,000 was four contracts.

Selectman Coutu stated now we're down to 1.25 percent increases based on our actions. Correct? It would be about 1.25 would be the net result of our actions with department head requests. Ms. Carpentier said right about that. Selectman Coutu noted I'm good so far. Let's see what else we got.

Chairman Morin asked if there were any other questions on that.

Kathy Carpentier indicated I'm going to take you to another document that I handed out to you. It is the revenue pages. This was in your book. The reason I gave you a new copy is because the State budget was passed in September and with that was \$20 million that was allocated to municipalities over the biennial over the next two years. We received revenue of \$268,277. For this fiscal year, and we can anticipate getting similar amounts next year, they're telling us to budget in FY21 which is what we're doing the same amount. It could be a little different based on enrollment but this is today unanticipated revenue for FY20 and FY21.

Selectman Coutu asked what is the increase. Kathy Carpentier said on page 2 at the top the third line down, that's a new revenue that I added in here. Selectman Coutu said NICE. It's about time.

Selectman Martin said I know the answer to my questions but I'm going to ask it anyway. The \$268,277 we already got has that unanticipated revenue over 20? Ms. Carpentier said that is. So when I come before you for the tax rate, you can decide to use it or just let it defer into unassigned fund balance. Steve Malizia noted which keeps our surplus down.

Selectman Coutu stated that's how much we butcher that number. Selectman Roy noted right when we get there.

Kathy Carpentier said well we could get onto the next sheet that I handed out to you which says surplus. On the top at the end of June 30, 2019, we had \$6.25 million which was 8.6 percent in our unassigned fund balance. I plan to come to you and ask you to use 600 as budgeted. I made an assumption that you would just leave the \$268,000

in there and you'd end up with almost \$6.2 million, 7.9 percent. The next numbers are anticipated uses of fund balance as we sit right now but you haven't determined whether you're going to use them out all out of fund balance. If you were to use 600 to reduce the taxes, 810 for the communication system warrant article, 25 for the library improvements, and 125 for the bridge rehabilitation, you'd be at \$4.6 million which is 5.9 percent. Our targeted balance is usually around 8 percent.

Selectman Martin asked I don't know the answer that's why I'm asking. The Warrant Article J for the Library Improvements Capital Reserve Fund is it because it's part of our budget that they have access to ask for those funds? Steve Malizia said yes. Kathy Carpentier said yes but as you recall also last year on the floor of the Deliberative Session, there was a motion by a gentleman and the floor approved it was to take all three requests that we had last year out of unassigned fund balance. So they're just using the same exact warrant article that they used last year.

Chairman Morin asked if there were any further questions. Seeing none, moving on.

Kathy Carpentier believed now we're going through each warrant article and voting on whether to forward it.

Steve Malizia thought we want to first move the default budgets because we should make a motion for that.

Motion by Selectman McGrath, seconded by Selectman Coutu, to approve the General Fund default budget in the amount of \$27,503,958, carried 5-0.

Motion by Selectman Roy, seconded by Selectman McGrath, to approve the Sewer Fund default budget in the amount of \$1,897,133, carried 5-0.

Motion by Selectman McGrath, seconded by Selectman Roy, to approve the Water Fund default budget in the amount of \$3,802,794, carried 5-0.

Steve Malizia indicated it would seem appropriate at this point to at least make a motion to forward the sewer fund operating budget in the amount of \$2,110,633 to the warrant.

Motion by Selectman Martin, seconded by Selectman McGrath, to forward the sewer fund operating budget in the amount of \$2,110,633 to the warrant, carried 5-0.

Motion by Selectman Roy, seconded by Selectman McGrath, to forward the water fund operating budget in the amount of \$3,802,291 to the warrant, carried 5-0.

Steve Malizia noted I do not have the number for the general fund. I don't know if the Board wants to speak to that right now or if they want to go...Selectman Coutu said we're not done. Let's hold off.

Kathy Carpentier stated I guess we'll go to Warrant Article D now which is the police facility and expansion renovation for \$4.9 million. Would the Board like to forward this, or discuss it, or make a motion? I don't know how you want to handle it.

Motion by Selectman McGrath, seconded by Selectman Coutu, to forward Warrant Article D to the warrant, carried 5-0.

Kathy Carpentier moved on to Warrant Article E the Vaccon Truck Replacement Capital Reserve Fund funding \$30,000 with \$15,000 coming from the General Fund and \$15,000 coming from the Sewer Fund.

Motion by Selectman McGrath, seconded by Selectman Roy, to forward Warrant Article E to the warrant, carried 5-0.

Kathy Carpentier said Warrant Article F Hire Four Firefighter/AEMTs in the amount of \$363,568 with an offsetting staffing for adequate fire and emergency response grant of \$272,676, a balance of \$90,892 for this budget.

Motion by Selectman McGrath, seconded by Selectman Coutu, to forward Warrant Article F.

Selectman Coutu stated I've had an opportunity to have a conversation with several people including the Fire Chief. I know I made a comment at the time that we talked about this that I could not support it. I was a strong advocate for the initial grant that was submitted and I have reconsidered. I looked at the service numbers, the service calls they're increasing at a rapid rate and the community it seems right now that the construction phases that we're having are less seniors, more family oriented properties and that creates another abundance of problems when you have young people as well. I think the numbers are going to increase. I'm looking at the population growth trend. It's probably greater in the past five years than it's been in the past decade prior to those five years. I think we're going to see a significant increase this time. I think we might move up from 9th largest to 8th or 7th largest who knows in the State. We are the 9th largest community. We treat it sometimes as a town as we would like to but we're reaching almost city status in terms of services needed and what we provide. I will be supporting it and I think in the long run it would be advantageous for the town to have these four additional people in the future.

Selectman McGrath commented when the Chief was in and spoke to us about the elderly housing the 55 and 62 and older housing that what a burden it's putting on the emergency services and he had suggested or made the comment that perhaps cap fees could be included for those types of developments. I thought that was a great idea. I have talked to the Town Planner and he's going to take a look at that and possibly bring it forward to the Planning Board for them to adopt that as a policy. They have cap fees for traffic improvements. They have cap fees for the schools and they have cap fees for recreational purposes. This is putting such a burden on our emergency services particularly the paramedics in the Fire Department that this is a necessary step forward. Depending on whether or not the Planning Board and Brian also had indicated that he thought that for our community the density that's being allowed for these types of developments is very generous. He thought that that could be either amended or just eliminate we have enough elderly housing now that we may not want to do any more. He's going to take a look at all of that and he'll be presenting some information to the Planning Board and we'll see where that goes. For this item, it's just one of those necessary evils.

Chairman Morin asked if there was any further discussion. Seeing none.

Vote: Motion carried 5-0.

Kathy Carpenter continued on with Warrant Article G is Fire Apparatus Refurbishment and Repair Capital Reserve Fund funding in the amount of \$25,000.

Motion by Selectman Martin, seconded by Selectman McGrath, to forward Warrant Article G to the warrant, carried 5-0.

Kathy Carpentier said Warrant Article H is to purchase a new squad vehicle for the amount of \$170,000 with \$170,000 coming from the Fire Apparatus Capital Reserve Fund. No tax impact to the voters.

Motion by Selectman Martin, seconded by Selectman Coutu, to forward Warrant Article H to the warrant, carried 5-0.

Kathy Carpentier noted Warrant Article I Town of Hudson Communication System. This warrant article is for \$810,000 coming from unassigned fund balance.

Motion by Selectman McGrath, seconded by Selectman Martin, to forward Warrant Article I to the warrant.

Selectman McGrath commented this is another one of those items that's necessary. We have our emergency services whether it's police or fire and Public Works is included in this where they'll be in certain areas of town and they don't have radio reception. That is setting up our emergency service personnel to be in very precarious and dangerous times. This is necessary. It's a big ticket item but it's again another one of those things that we just have to do it. We can't put these people in danger.

Selectman Martin said I've heard a lot of discussion over the years about combining this and combing that but a little bit of talk about fixing the equipment. It's about time we do it. Thank you.

Selectman Coutu asked Mr. Malizia this will wrap it up correct. This is the second portion of...Steve Malizia said yes

Sir. It is my understanding this year we're doing the consoles and next year it's all the other equipment for the \$810,000. That's my understanding yes. Selectman Coutu said it's for the antennas and finalize it. I don't want to hear any more about it after this year.

Selectman Coutu asked considering that we will probably use the \$600,000 to reduce the taxes as has been consistent, the \$810,000 I don't have the number. I know the total is \$1,410,000 from the 6184-149 leaves us what at that point with those two items? Kathy Carpentier said \$4,774,149. It's a 6.1 percent fund balance retention. Selectman Coutu asked what's our goal. Ms. Carpentier said 8 percent. Selectman Coutu wanted everybody on the Board if they would make note of that that our bond rating is affected by what we have in surplus. This will reduce it to 6.1 just with those numbers right now. This could affect our bond rating for anything we may be bonding this year. We have one that is at 3 ½ could go to 3 ¾. Given the size of the bond, Steve Malizia indicated we may go to the bond bank. It's more efficient and they enjoy a very good bond rating. I would anticipate that we will still get that interest rate. Because of the size of that...Selectman Coutu said it took us awhile to get up to the 8 percent. We're here. Now we're going to chew into it but I'm not averse and I certainly am supporting and will vote for finalizing the communication system because we've been talking about it for the 12 years I've been here. It's time we finish it up.

One comment on the surplus, Kathy Carpentier said what I've given you is worst case scenario because at the end of this fiscal year FY20, any additional revenues or any unexpended appropriations would help that number. Selectman Coutu said I'd rather be in a worst case scenario and get the good news later than try to anticipate that it's going to all work out and then find out its bad news. Steve Malizia noted this is the worst case.

Chairman Morin said in this case it's like we've seen in the past, we've had something submitted and we didn't move forward with it and we pay for it a lot later and a lot more. It's time to get it done.

Selectman Coutu commented that's why it's costing us \$1.6 million. Playing around with it for 12 years.

Selectman Roy asked based on your experience how long would it take us to build that back up. Kathy Carpentier said it depends. You have been selling some unused land and we don't seem to have any of that right now. Steve Malizia said we've kind of exhausted that inventory. Ms. Carpentier agreed. The \$267,000 that we just got, you just never know what's going to happen. Sometimes we get from our insurance companies we'll get some money back if they had a profitable year. They share rebates back to us. I can't anticipate for you. However I will say in the past we have funded projects of the renovation to Central out of fund balance and we still have been able to maintain. We didn't dip this low but and then also a portion of the Lowell Road fire station I think \$800,000 or \$900,000 we took from there to offset the expenses for...Mr. Malizia said those were the years we were selling the land though so that did help. Kathy Carpentier guessed if you were asking my opinion which you didn't, I'm not concerned at this point.

Selectman Coutu commented as long as a lot of people get married in Hudson, get their licenses in Hudson, register their cars in Hudson.

Vote: Motion carried 5-0.

Kathy Carpentier moved on to Warrant Article J Library Improvements Capital Reserve Fund funding \$25,000 from the unassigned fund balance.

Selectman Coutu noted we can't change the language. Steve Malizia said yes you can. It's your warrant. Selectman Coutu said I just don't want it out of unassigned fund balance.

Selectman Roy asked do they have a balance in that now in the capital reserve fund. Kathy Carpentier said yes they do. I think it's just about \$25,000 because they just put in \$25,000 last year and they started with a \$1 the year before. So about \$25,000.

Selectman Coutu said I don't mind asking the voters if they want to put in \$25,000. I just don't want to commit to unassigned fund balance. We'll fight on the floor. Steve Malizia indicated it's your prerogative to take that language out.

Motion by Selectman Coutu, seconded by Selectman Roy, that \$25,000 will be added to the Library Improvement Capital Reserve Fund, carried 5-0.

Selectman Coutu noted we'll scratch the \$25,000 until we have the meeting in January.

Steve Malizia asked so do you want to vote to forward that article as amended.

Motion by Selectman McGrath, seconded by Selectman Coutu, to forward Warrant Article J as amended, carried 5-0.

Kathy Carpentier moved onto Warrant Article K is the Taylor Falls and Veterans Memorial Bridge rehabilitation for \$125,000 coming from unassigned fund balance.

Motion by Selectman McGrath to forward Warrant Article K to the warrant.

Steve Malizia indicated again you could do the same thing. Selectman Coutu said I would like to do the same thing. If they're asking for the money to come from the unassigned fund balance, I'd rather the voters decide if they want to raise and appropriate the money.

Motion by Selectman McGrath, seconded by Selectman Roy, to forward Warrant Article K to the warrant.

Selectman Coutu said I would like us not to take it from the unassigned fund balance. I understand when Mr. Dhima presented this to us that this is probably - is this the bridge on Lowell Road? Steve Malizia said no. The twin bridges over here. Selectman Coutu said this is to do the study. I want to wait and see. The voters will decide if we not take it out of the unassigned fund balance. If it is voted down, Nashua is willing to go ahead and do it, we can then...Mr. Malizia stated we have no appropriation. We can't do anything. Selectman Coutu asked we can't even take it out of unassigned fund balance later to do it you have to wait the full year. Mr. Malizia stated if the voters vote no, you can't do it that year of any pocket of money.

Selectman Roy said that's what I struggle with. There's just nowhere else to get the \$125,000 from.

Selectman Coutu said what we could is this and forget about the other bucket of money. This is what we could do. Negate this and not even forward it to the warrant article, wait and see what Nashua does, and then we can make a decision next year whether or not we have enough additional monies in the unassigned fund balance to do it or transfer monies that accumulate. We want to work with Nashua and see if we can do this together. They're putting up \$125,000 and we put up \$125,000. We get the study done. If we're going to go the following year, then we go to the voters for our share which would be about \$1 million, \$1.2 million, or \$1.2 million at the most.

Chairman Morin asked are we correct in what we're saying about working with Nashua.

Selectman Coutu said I just don't want to take it out of the unassigned fund balance this year.

Elvis Dhima said that would be up to you to decide but Nashua as of now is planning to put \$125,000 for their budget and that will be subject to approval just like ours.

Selectman Roy said my concern would be that if we put it off a year, it's like the other thing now we're talking about \$175,000 for each community. I guess that's what I'm struggling with. I understand the issue about taking it out of the unassigned fund balance but I would hate to risk it not being approved by the voters and then a year or two down the road have to pay significantly more.

Chairman Morin asked what would be the cost if we didn't do it this year. How much would it go up estimate? I know you can't give us a hard number. Elvis Dhima stated the only thing we're doing for this coming year if the budget goes through will be the design. The assessment is already done. The testing has already been completed. It's simply a matter of actually doing the design to what we need to do for the following year. What we're planning right now what we have agreed with Nashua right is that we will not do a \$1 million the following year. We will only do one bridge at a time. It will be about half a million - \$500,000. So every year we'll do about a half a million dollars for the next 3 to 4 years. We'll do one bridge at a time and then we'll address anything else that is left. We'll try to

always keep it under \$1 million.

Steve Malizia asked if this slides a year, what happens. So for example if this doesn't happen it goes to FY22. I'm assuming the bridges aren't going to fall in but what implications does that have potentially. How much? Elvis Dhima said it might go up 2 ½ to 5 percent in engineering. It's hard to tell because even the \$125,000 might not be as much as we need. It might be a little bit less than that. We're just trying to be consistent with carrying an additional 10 to 20 percent.

Chairman Morin said it's basically like the radio thing. We've done Phase I and now we're doing Phase II and Phase III will be the construction.

Selectman McGrath pointed out that if Nashua has agreed to put it in their budget and we've got that agreement that to me is a big step forward because their focus isn't on infrastructure and this is an important project because it's again a safety issue with the bridges. I'm hesitant about not putting this on the warrant and even using unexpended funds because where we've got that commitment from them, in another year they may have a whole different set of things that they want to do in Nashua. I'd rather have their commitment firm.

Selectman Coutu asked Mr. Dhima let's put everything in perspective. I'm not going to deny the \$125,000 its how we're going about this and I'll allay all those fears. Nashua would like to request from the Board of Aldermen that they consider putting \$125,000 in the budget. It's not a done deal, correct? Mr. Dhima agreed. Selectman Coutu said it is not for this fiscal year it's for next year because their fiscal year they're operating - is their fiscal year January to December or is it...Mr. Malizia thought they were July to June. Selectman Coutu said they're going to wait like we do and they're going to go through the aldermanic discussions and priorities. They have not been big on infrastructure unless the federal government or the State has been subsidizing it. That's why they've got all these other roads being built in Nashua because they get a lot of supplemental funding. This we may not get any funding for and we could conceivably apply for some money when it comes time to construct the bridges. There's no guarantees but right there could be some funds available either federal or State. What I'm saying is I'm focused on the unassigned fund balance. Okay. Not depleting it any more than we just depleted it tonight. I don't want to put this on the ballot and ask the voters to approve it because if they refuse it then next year we can't work with Nashua. If Nashua gets the funding, the aldermen decide to do the funding which is going to be a battle but \$125,000 may be they will go along with it if their Engineering Department fights hard enough to get it. They might agree to it. I would like to wait it out, take it out because if we do it like this, we're going to take it out of unassigned. If we ask the voters to raise it, they're liable to say no and now we can't do anything for a whole year. If we just don't do anything about it and we wait until July 1 to see what Nashua is doing, at that time we can look at our unassigned fund balance and we can take \$125,000 out then.

Steve Malizia said no. You'd have to have an appropriation. You could transfer money from somewhere else but you can't just take it out of the fund balance. You need an appropriation. Selectman Coutu said we can only transfer from within the budget that's before us to operate from. Mr. Malizia agreed. If you underspent something or you chose not to spend on something, you could take that money because nobody said no if you don't put it out separately you could still do it. It's just a project but you can't just take it out of unassigned fund balance without an appropriation.

Selectman Coutu asked KC \$125,000 brings us down to what.

Selectman Martin noted the form of government over there as we all know is the Mayor and Board of Aldermen. The voters really don't have a say in their budget. Their elected representatives do which is the Board of Aldermen. I drive on those bridges every day. When I come back into town and I go over the bridge I hear thathump. I'm afraid to fall into the river. Okay. I know it's not going to happen but we can't kick the can down the road on these projects. I think it needs to be done and I cannot support putting it off. We need to just do it. Thank you.

Kathy Carpentier said it would be still at 5.9 percent - \$4,649,149.

Chairman Morin asked if there were any further discussion. Seeing none.

Steve Malizia recapped this is to amend the language to take out the words "from unassigned fund balance" for the Taylor Falls and Veterans Memorial Bridge rehab. Ms. Carpentier didn't believe anybody made that motion. I think

Marilyn made it to forward it as is. Steve Malizia said my apologies.

Selectman Coutu said I was going to ask her to withdraw her motion and after having this discussion - boy I hope we have a good year. This would be the last one I agree to do. I would rather than do it rather than risk it at this point. We know how important those bridges are to us a main stay coming in here.

Motion by Selectman McGrath, seconded by Selectman Roy, to forward Warrant Article K to the warrant, carried 5-0.

Kathy Carpentier explained Warrant Article L is to convert the Senior Services Coordinator position to full time. Because we added that into the general operating budget, I would assume that this Board would want to make a motion not to forward this warrant.

Motion by Selectman Coutu, seconded by Selectman McGrath, to not forward Warrant Article L to the warrant, carried 5-0.

Kathy Carpentier said Warrant Article M is to hire two Truck Driver/Laborers at the cost of \$148,148 for the Public Works Department.

Motion by Selectman Roy, seconded by Selectman McGrath, to forward Warrant Article M to the warrant, carried 5-0.

Kathy Carpentier stated Warrant Article N is Property Revaluation Capital Reserve Fund funding. This is for \$15,000.

Motion by Selectman McGrath, seconded by Selectman Coutu, to forward Warrant Article N to the warrant, carried 5-0.

Kathy Carpentier stated Warrant Article O was to reinstate the Civil Engineer position. Because you added this to the general operating budget, I would assume that the Board would like to not forward this to the warrant.

Motion by Selectman Coutu, seconded by Selectman McGrath, to not forward Warrant Article O to the warrant, carried 5-0.

Kathy Carpentier mentioned this was a comeback warrant article so you might not have it in your books and hopefully you put it there. It's Warrant Article P Replacement Lighting at Town Hall. It was given to us at the last meeting. This is a request for \$24,000 with a rebate of \$13,000 at a net cost of \$11,000.

Selectman McGrath commented I thought that our discussion was that based on the potential of either expanding this building or finding another spot for Town Hall we wouldn't bother doing this at this time. Therefore, I would not move this to the warrant.

Motion by Selectman McGrath, seconded by Selectman Coutu, to not forward Warrant Article P to the warrant.

Kathy Carpentier stated he just said there was no verbiage. At the top of hers I kind of cleaned it up a little bit but "Shall the Town of Hudson vote to raise and appropriate the sum of \$24,000 to pay for the replacement of lights at Town Hall with LED lights. The expected rebate would be \$13,000 for a net cost of \$11,000 with projected monthly savings of \$346 and a nominal payback of 24 months."

Vote: Motion carried 3-2. Selectman Roy and Selectman Martin in opposition.

Before you tonight in one of your handouts, Kathy Carpentier indicated you were given Warrant Article Q Benson Park kitchen building roof replacement. This is \$80,000. Steve Malizia said it is all part of the CIP this year that was recommended.

Chairman Morin indicated Mr. Empey is here tonight and he would like to speak if everybody is okay with that. Selectman Coutu said no. I'm only kidding.

Good evening. Richard Empey thought you're all familiar with this as it was presented to the CIP. I don't think there's a need now to go back over the actual project. We did increase the price tag of this and you should have a justification price increase sheet. Very simply, I talked off the cuff to some local contractors and as you know they are all very busy and they're getting very expensive. They said use 10 to 12 percent a year for the increase which comes to the \$12,600 for two years. It was originally estimated in 2018. Obviously it will be 2020 when the job is done if it's passed in the 2021 budget. DHR estimates the old tile in stock at 60 percent of what's needed. I've looked at that tile and there's a fair number of them are not usable. I believe that number is more like 40 percent leaving us 20 percent of the tiles extra that will be needed which is two square at \$3,000 a square, \$6,000. The total increase in my estimation comes to \$78,600. I rounded it to \$80,000 which I am still not really confident with but with the information available out there nothing is cast in stone. I feel that's probably the most reasonable number.

Mr. Empey said one of the things that really bothered me and caused me to worry about this number is the restroom project. We got an estimate from a contractor in 2017 for \$96,000. The same contractor came back and bid on it two years later at \$138,000. That's a 43 percent increase. I'm not proposing that it's going to be that big of an increase but that's what's out there. With that I would answer any questions that you have on this.

Selectman Martin wanted to say this and my comments are towards anybody. It isn't towards anybody. My comments are the last time we went with an estimate was the bathrooms and look at the conundrum we were in with that. I say the conundrum. We went out to bid and we got what maybe 2 or 3 bids for \$200,000 or \$300,000. Then we had to go through the process all over again and it was really tight. The money that we had left over after doing all the other work was really tight. It's an unreasonable request from the State to mandate us to keep these buildings up when they didn't even do it themselves. Again my comments are towards anybody. It's a point that we purchase property and there's an unreasonable expectation to keep these up to historical standards and to use this tile that we already have in stock or that they feel is usable. They don't know. They don't have their people coming down and evaluating these tiles. I just don't want us to throw money at the wall and see what sticks. I don't mind. It needs a roof but let us put a roof on that we feel needs to be put on and now what you feel needs to be put on. Again it's only an estimate of \$80,000. The bids could come in much, much higher than that and I'm afraid to go to the voters for one amount and not have a complete amount for this project. Again it's an unreasonable expectation from the State that we have to use these shingles. Thank you.

Chairman Morin said first of all in the bathrooms, the first time it didn't pass is because it was such a short time period and that's why the prices came in so much and that's why we got it done the second time because we gave them plenty of time. I can tell you I've been to Benson's Park twice with the State. They are not going to back down. They have come, they have evaluated the tiles and unfortunately not this Board but a Board in the past agreed to all of this and it's in the deed. At this point we're kind of stuck. They're not going to back down.

Selectman Martin asked did anybody ask the question what happens if it falls down by nature.

Selectman Coutu said fortunately I was on that Board that approved doing this. As a matter of fact if you remember Mr. Malizia it was one of the first actions I asked that we do. It was the second action. The first one was the unity breakfast. The second action was I would go talk to the Governor and see if we could put this to bed and we bought the property. It is a gem for our community. We didn't agree to put tile roofs up. We didn't agree to anything other than - and it's clearly stated in the deed, god I've read that so many times - we are obligated to maintain the properties in the historical district at a minimum at the same level that we inherited them. We inherited some messy buildings as you are well aware Dick but we accepted them nonetheless. We had a vision and we thought we could manage with those buildings. Roofs have become a problem. We did the A-frame. The initial contract who did the A-frame made a mess of it. Not half the shingles that's an exaggeration but a lot of shingles fell off the roof. That contractor he got an ass whopping right there on this floor because of what he did to us over there. Not just that but the overall project. He's since filed bankruptcy.

Selectman Coutu noted we have done our best under the direction of Mr. Empey and I know he hates me saying this but he's been kind of leading the effort at Benson Park. The Friends of Benson they're focused on their barn and there's an overflow there to help in other areas of the park as well. We are so appreciative of you and those people for the time, the hours that you've put in. If we had to pay you Richard, we'd have another big budget item here for the amount of hours that you put in there. You are for the most part the face of the park. I don't want us to

take a step backwards. I want us to keep moving forward. We still have a little way to go. Now worst case or however you look at it, we can put a tarp on the roof and that will solve the problem. We're maintaining it in the same condition we found it. What bothers me Dick is that the State has been in and they've looked at the tiles. They made an assessment and you're saying that 60 percent are usable. They're saying that...Mr. Empey correct saying they're saying 60, I'm saying 40. Selectman Coutu said we have a company that manufactures these tiles that can replace them. Mr. Empey said yes. Selectman Coutu stated you got an estimate of what it would cost to replace them. Am I correct or am I wrong? Mr. Empey said I got an estimate of the price of tile from that company. The sticking point there is nobody has gone through these tiles one by one and counted what's usable and what isn't. Selectman Coutu said I'm sure the State didn't do that. Mr. Empey said they did not. The only person that is qualified to do that - I shouldn't say the only person - there are three contractors in the State of New Hampshire that are authorized representatives of Ludowici tile. Ludowici does not sell their tile to anybody other than their representatives to protect their product. Okay. If we wanted to pay this person to come down and go through those 1,200 and something tiles that are there, and count them, and get an accurate appraisal of what is there, we could probably do that but it's probably going to cost you more money than an extra square or two or whatever of tile. Nobody is going to come down there and go through 1,200 tiles for nothing.

Selectman Coutu said let me put a logistical question before you. What if we were to let's assuming the funds are all there, what if we were to hire a contractor and they came in and they put up what they know can be salvaged. How long would it take us to get the remaining tiles to finish it off once we know exactly what's on the roof and how many tiles we'll need? We'll know how many more squares we need once they'll up there.

Dick Empey said that is correct. I can't answer you. They would have to be made or they may possibly be in stock at Ludowici. I can't answer that question without going to them. Again they are not going to sell us the tile. They will sell it to their authorized installers. Selectman Coutu said that's blackmail. Quid pro quo and I don't like quid pro quos. Mr. Empey said all I can tell you is what they tell me. Selectman Coutu stated what kind of tile if you use our guy. Mr. Empey indicated that's their answer to me that they only...Selectman Coutu understood that. They have a product that's unique. Again Mr. Empey said I can't answer number one how long it's going to take to get the tile. I haven't approached them with that. The other thing is if you put on part of the tile and you start at the bottom and works towards the top, if you don't complete it to the ridge then it's open from the top and the water gets in underneath those exposed tiles. That's not a good situation. It may or may not dry as well as it should and may cause us problems to leave that open like that. You could go to tarping it or whatever but those are things that we'd have to address.

Selectman Coutu asked did you not say that you feel that the \$80,000 is going to be close. Why don't we go with the \$80,000 and if we need a couple thousand more to wrap it up, we'll look at it. Richard Empey said be careful what I say here - that \$80,000 is a figure that I felt was most responsible to bring to you tonight. It's very, very, very difficult to predict where the construction trade is going. Like I said, there's three installers of these tiles. If their workload is heavy, their price is going to be high. If they're looking for work, their price is going to be low. I can't answer what their workload is going to be in FY2021. All I can give you is a guess.

Selectman McGrath had a couple of questions. Steve when is the deadline for us to take a vote and put this to the warrant. Steve Malizia believed before the Budget Committee wraps up. I'm not sure what their date is. Selectman McGrath noted that would give Mr. Empey time to call the tile company that is going to hold hostage to hire one of their installers but it would give you an opportunity to call and get a price for. If you use your estimate that only 40 percent of the tile that you have and you need another 60 percent, what that cost would be. Mr. Empey indicated I can give you those numbers right now. I had that discussion. Selectman McGrath said then to contact one or two of their approved or all three of their approved installers and find out what the cost would be for them to do the installation. That way we'd have a more reasonable estimate than just picking a number out of the air. If we have time to get that information before we put this amount on the warrant and then find out later that it's simply not enough. It doesn't do you or anyone else any good to put this on the warrant as it's written if the actual cost comes in and it's double that amount. If it's only taking you making a couple of phone calls, we have time for you to get that information and bring it back to us and then we can put a closer estimate on the warrant. I'm not saying not to put it on the warrant but it doesn't do us, it doesn't do the residents, and it certainly doesn't do you any good putting an estimate that we know isn't correct. You have enough time to make those phone calls.

Dick Empey said yes and no. The pricing for the tile came from Ludowici's sales representative in Newburyport. I can certainly call him and see if that \$3,000 a square price has changed. Selectman McGrath asked when you say

a square how many tiles are in a square. Mr. Empey said we need ten square to do the roof which would be a total of \$30,000 for tile. We have 40 percent of them which would be \$12,000. We're short \$16,000 worth of tile in my estimation. Now the exact pricing of the job and this is from Ludowici themselves is determined by the local contractor. I had talked to one of them and got an estimate from him. You can't give him a job date when he's going to do this job, he will not give you a bid. Selectman McGrath indicated the date that you could use is after July 1 of 2020 because that's when if this got approved by the voters, that's when the funds would be available to you. You could call the contractors and say the date of installation would be after July 1st of 2020 up until October because you wouldn't want them working in November putting up tiles on a roof - this type of tile. Mr. Empey asked are you asking for me to get an estimate or a bid. They are two radically different things here. Selectman McGrath said well you could get a bid. You know you're going to need at least 60 percent of the tiles. You're estimating and you're assuming that you've got 40 percent that are good. So you need 60 percent more. You've got that number of what that cost would be for the actual tiles and then have them provide a bid to install the 10 squares on the roof and have them give you a bid.

Steve Malizia said would you have everybody go out and give you a bid. You'd have to go out to bid. That's different. You'd have to go out to bid. There's a process. You can't just go to one guy and say give me a bid. I might give you an estimate but the concern is if he gives you a bid, you're not bidding against anybody else. Pick a number. That's a concern. He could give you an estimate which is what Mr. Empey is saying but if you want to bid, that's a whole process because you're actually getting all three people to bid I'm assuming if there's three people that do this work. Dick Empey indicated they're not very responsive let me put it this way. They're very busy. To get him to come down and talk to me to look at the job when I got him last year, that was about a three month process. Call, after call, after call I really need some numbers. Could you please come down? When could I meet you?

Selectman McGrath indicated the sad thing about this is that if the manufacturer of those tiles hold this town hostage to hiring an installer of their choosing, then we're going to be held hostage to that installer for cost. You can see that coming because there won't be any restrictions on them.

Selectman Martin asked Mr. Malizia there's a difference between and RFQ and an RFP. How long is the RFQ process? Selectman McGrath noted a RFP is a request for proposal. Selectman Martin thought if we go out for a request for a quote to the three companies specifically send it to them...Selectman Coutu said it's the same as a bid. Mr. Malizia assumed they'd treat it as a bid and would give you a number based on their...Selectman Martin said I'm of the mind that if most of the cost is \$30,000 for these tiles and they're all going to be brand new, take the ones that you have sitting on the ground and see you later bye bye only because from what I've heard in conversation is the life of those is near extinct. Am I correct? So put a whole new roof on it and be done and over with it and not have to go sift through those tiles. Throw them right in the dumpster. My opinion. I think it's imperative on us to get a quote or go out for quotes to these three vendors. I don't know how long the process is. I think that's the best way to go. You'll have firm, solid numbers.

Steve Malizia said I can only assume the numbers would be elevated because of the amount of time. In other words, they're not doing it next month, two months, three months. They're not even sure they're going to be doing it because if you don't get the money, you've just pulled the proverbial football away from them. If it was me bidding, I'm going to go high. I'm not sure you're going to get the best pricing that way. We know what the tiles are. The tiles are the tiles, correct me if I'm wrong. Mr. Empey said yes. Mr. Malizia said it's the installation and if I'm giving you a number and it's going to be for 7, 8 months, 9 months from now, I'm not going to give you my best price because I don't know what's going to happen between now and then. I'm not going to take another job and undercut myself.

Selectman Martin asked aren't these like clay tiles or something so they can't install them in the winter time. Am I understanding that correctly? Dick Empey stated they're clay tile. I have not answer as far as when they can be installed. I don't know is if winter would be a problem. The other issue with what you were discussing in talking to these people, we sent some pieces of the tile to the manufacturer and they tested them. They are acceptable to use. Now this installer that I discussed and we discussed the life of the tile, and whether it would be wise to use tile that was near the end of its life and all that, and he said really the tile has no life. He said the problem is the stainless screws that hold it on. They're good for about 100 years. My question to him so you're telling me the old tile is going to last just as long as the new tile if we use it and he said yes just about. The other little aside is if we don't use that old pile, we're going to have to go DHR and get a waiver from Ms. Laura Black. She is adamant that we

have to use that tile.

One other thing Mr. Empey wanted to say is this contractor that I've been talking to is the contractor that the Historical Society is using for the slate roof on the Hills House. So we do have some experience with that contractor.

Chairman Morin asked Selectman Coutu just for clarification now we agreed in the deed that we had to keep the buildings up. Selectman Coutu said we had to maintain it. Chairman Morin said that's my question. Is this roof what is considered in that deed or can they throw asphalt shingles on there? Selectman Coutu noted that's part of the historical building. We have to either tarp it and seal it so no more damage happens or we need to put something on the roof. That's been tarped once or twice. Mr. Empey said at least once. Selectman Coutu said at least once. Are there any leaks? Have we detected any leaks so far? Dick Empey said it's not dripping inside but the wood is getting wet around the edges where that roll material that's on there now. It's beginning to pull back and it's been damaged around the edges. We're on the fine edge. Selectman Coutu said if we let it go, it could cause more problems later and we're going to have the same issues there as we have with that section of the barn.

Chairman Morin asked to confirm you said that we agreed to keep it at the level that it was when we got it. So that level is we have to do the tiles. There's no other option other than the tiles. Selectman Coutu said it's not the level. The level of it is in no worse condition than what we found it. It doesn't say anything about we have to put the tiles up. Like I said, we can put up more shingle or we can put - were the shingles off the building when we got it? Mr. Empey said that building on the day we bought the park had the same rolled material that is on that today. Chairman Morin said that's why I'm asking the question. Selectman Coutu said that's not fair. Chairman Morin said for the taxpayer it is. Selectman Coutu commented the taxpayers have been taking care of that park and they have done so very generously. Chairman Morin understood that but at some point and talking with Mr. Empey because we were looking into this, he could have a group of volunteers and just pay for the materials for a shingled roof and be done with this. That's why I specifically asked you what does the deed say. Selectman Coutu asked do you want to go for a ride. Chairman Morin said we should. This is kind of like dispatch and other things that we start talking about and it just goes around in circles and we never get an answer. Selectman Coutu said I'll call the Governor's office and arrange something. Chairman Morin said I'll do that.

Selectman McGrath noted I'm being sort of a wise guy here but how much would it cost to get a flatbed and load this building onto it and deliver it up to the State House. Selectman Martin indicated it would be much cheaper than the roof. Selectman McGrath asked to step back. I took a tour yesterday with Jess Forrence the Public Works Director and he took me to Benson's and that's the first time that I've been to (inaudible) and it's beautiful. There's no doubt that the volunteers have done an extraordinary job. The Town of Hudson has done an extraordinary job with that park. There's got to be a limit to what we're spending. This is \$80,000 for architectural tiles that the State is mandating and they're hard to come by, and the manufacturer of those tiles are holding you and everyone else hostage to hire their contractors to put them on, it doesn't make sense to me. I'm in favor of you and Selectman Coutu taking a ride up to Concord and you can tell them one of the Selectmen is ready to ship the building up to them.

Chairman Morin asked would it be enough time we could get up there. Selectman Coutu said yes. I will get a hold of the Governor's office tomorrow. I'll ask them to coordinate it with Laura Black. Steve Malizia noted I won't be here tomorrow just in case you were looking. Selectman Coutu said to do it Monday please. I'll send you an e-mail to let you know what he said. He probably won't call me back until Monday anyway and then we can see what we can arrange. Chairman Morin told Mr. Empey we'll put you on hold for now Mr. Empey and let you know. We'll make sure we get back in here before the budget is all sewn up so we can decide one way or another with this for you. Okay?

As an aside, Dick Empey said I'm pretty damn sure that we can get a local contractor to put a 30 year architectural shingle on that. Selectman Coutu asked Mr. Empey to come with us if you're available. I'll let you know when the date will be. If you can be available, why don't you come with us. Mr. Empey indicated I will if I'm available. I've got some appointments. Give me some dates and I'll choose one.

Kathy Carpentier asked how you'd like to handle this going forward. Chairman Morin said it's on hold for now. We'll come back to it. Ms. Carpentier said I will remove it from the budget then because it either goes in as...Chairman Morin asked if you needed it for tonight. Ms. Carpentier said I just need to know how you want it presented to the Budget Committee. Steve Malizia said because they have not forwarded it, I would not include it in the budget to

the Budget Committee. Ms. Carpentier indicated I'm going to remove it from the budget for now. Chairman Morin asked when do they go to Budget. Ms. Carpentier said it depends upon what you do tonight and we'll talk about that in a minute. Mr. Malizia indicated the Budget Committee will discuss our budget in December. Ms. Carpentier indicated I'm going to remove it from the budget that you're going to forward to the Budget Committee. Selectman Coutu said you can always go back in. Ms. Carpentier agreed. I just wanted to be clear.

On your desk in front of you, Kathy Carpentier noted is Warrant Article R to increase the Conservation Commission membership from 5 members to 7 members as permitted by RSA 36-a:3. Steve Malizia noted it's not a money article. It's just a warrant article.

Selectman Coutu asked RSA 36-a:3 from what I understand and you can confirm this with our attorney, this would be a non-binding referendum. Steve Malizia stated no I think it would be binding. Selectman Coutu said the Board of Selectmen has prerogative of how many members to appoint. Mr. Malizia said if the voters approve this, the voters have spoken. Selectman Coutu said the Board of Selectmen can appoint as many members as it wishes. Mr. Malizia said I will ask the attorney that but.

Chairman Morin said we ended up in the position we did because we were still under the old number that the voters had voted on and that's how we got back to five. That was binding and we went back to it. I would assume that if we went to seven, it would be the same thing just that's the new number because the voters voted on it. Steve Malizia said when the voters established the Conservation Commission, I believe somewhere in the early '70s, they voted for five. Somewhere in the mid or later '70s, a Board of Selectmen voted to make it seven but we discovered that because the voters hadn't made it seven, it went back to five. I'm presuming that when the voters vote, that's what the number is.

Selectman Martin asked who is putting this warrant article forward. Chairman Morin said Mr. Brownrigg is going to discuss that.

Good evening everyone. Randy Brownrigg thanked everyone for giving me some time to talk about this warrant article. The warrant article that was passed on Monday was a vote 4 to 1. They want to increase it from five member to seven members. The reason being they feel that seven members would help them with the work that we have going on right now. We have acquired property over at Rangers Drive that needs trail work. We are doing continuous work over at Town Forest. We're work doing work at Ottarnic. We do work over at Musquash and there's other trails that we're working on and maintaining. We also have a couple of projects going on. We're doing repair and replace for a bridge over in Musquash. We're trying to do some work over at the new property off of Musquash Road across from Copper Lane. We've now renamed it Colburn. We'd like to see one day we put an observation deck up there that's in the future. Nothing anything new but something up there. We also have small - I've given Ms. Parkhurst a matrix of all the different projects that we have going on. She also maintains and at the end of every month on Sunday she holds a nature walk in one of our trails. She's been very good at that and brining people to those trails. She has those hikes maybe about 20 to 30 people who are hiking around Hudson which is fantastic. You know Saturday morning at 9 o'clock at 68 Pelham Road we have the ribbon cutting. We've acquire about 40 acres over there. We're working on trails over there. We continue to do great work. Seven people is needed. They're looking for more people who are enthusiastic, who have great minds, we're looking for good leaders, and we're looking for new and bright young people to help this Conservation Commission grow and get better.

Selectman Roy asked are you talking about seven full members with zero alternates. Mr. Brownrigg said no if I'm correct when you go looking this up - I forget which RSA exactly it is - you can go up to seven members with two alternates on the Conservation Commission. You can look that up. We're looking to go back to a full board. Selectman Roy reiterated so seven plus the two alternates. Mr. Brownrigg said yes so it will be a total of nine.

Selectman Coutu said something struck me when he was speaking and I want to make one note here. Randy I want you to repeat what you said. You said something about it was called some lane? Mr. Brownrigg said no Colburn property. Selectman Coutu asked what was it before. Mr. Brownrigg stated Guertin parcel which is on 20 Musquash Road. Selectman Coutu thought you were talking about this particular property that you just purchased. You changed the name from Guertin and you said something about Colburn Lane. Mr. Brownrigg said Colburn property. Selectman Coutu asked it's not Lane. You didn't use the word "Lane". Mr. Brownrigg said no. Chairman Morin said he was referencing the street that's actually across from it to give you a landmark. Selectman Coutu

said what I was concerned with is we're not changing names of something that's going to confuse the Fire Department because we usually don't change names until the Fire Chief approves it. Has this been approved by the Fire Department? Chairman Morin stated I can tell you the Fire Department probably doesn't have either name to tell you the truth. Steve Malizia assumed they'd have it at 20 Musquash Road. That's where the parcel is. Selectman Coutu thought the Fire Department should be advised. I'm not adverse to what you did. If somebody should say it's on the Colburn property, they'll know what it is. Chairman Morin said I agree with you but I don't think they do. Selectman Coutu advised you should probably call the Fire Department and let them know. Okay.

Chairman Morin said my only concern is that we have a very difficult time getting people to volunteer for committees now. It was brought up by your members the other night that there's a possibility once you go to seven you won't get a quorum because it's been pretty close. That was the only thing that concerned me.

Selectman Martin said my question still remains. Who is putting forward this warrant article? Chairman Morin said the Conservation Commission. Randy Brownrigg stated the committee. It was a vote 4 to 1. Kathy Carpentier noted tonight it is your job to forward or not forward it. Chairman Morin said he's here as the Chairman representing the committee to give the information.

Selectman McGrath said this Conservation Commission although you've been active and trying to acquire properties, you failed to address a resident that came before you for a wetland special exception and you dragged it out for so long that he finally gave up and walked away. I think you have sufficient membership now and I am not in favor of putting this to the warrant. If they feel the need, they can try and get a petitioned warrant article together and put it on the ballot that way. I am not putting my name to this.

Chairman Morin asked if there was any other discussion. You okay if Bill speaks real quick.

Bill Collins said I can see your concerns. I think over the year the Conservation Commission has matured. We've put together a By-Law packet that all members should be familiar with or get as either new members or it's been distributed. I understand that the case you're talking about did go a little longer than it should have. Maybe we didn't follow our procedures all the way but we are getting better at that. Our goal in achieving seven members is to allow for more participating from the community. We don't get the same volunteer responses as other committees get such as Sustainability or Benson Park. We're out in the trails lot. We're all full-time employees at some company in the area or outside the area. We make our meetings but we're also responsible for quite a bit of land in the community. Having seven people allows us to disburse a little more of that responsibility around and we can get better people. It starts when people come here for your appointments. We put a policy in place to allow for a better flow.

Selectman McGrath indicated that doesn't alleviate my concern. That individual went before your board at least 2 if not 3 times to try and get the Conservation Commission which is a simple process to take a look at that property. They failed to do it and he finally gave up. Bill Collins said I don't agree with that all the way. We did go out and look at the property when he came before us and we did review the case and then it stopped. Selectman McGrath noted he gave up. So in any event, I think that your priorities have been - you can keep passing information - your priorities have focused on acquiring properties to the taxpayer as opposed to taking care of people that are coming before you for assistance. That's my concern. I'm not going to be changing my mind. I am not putting my name to putting this on the ballot. The rest of the Board can certainly make up your own mind but that's my opinion and that's where I stand.

Motion by Selectman Roy to move it forward.

Selectman Roy thought that with all you do, you could use the two additional members. It will obviously be contingent upon you to get those people to come forward and volunteer. I also think that maybe it will help the situation with what Selectman McGrath is discussing. If you have more people that can kind of keep the processes in line, you have enough people to have a quorum when you have meetings, so that's where I'm at. I'm going to move to forward it.

Motion by Selectman Roy, seconded by Selectman Morin, to move it forward Warrant Article R to the warrant.

Selectman Coutu said I too will not be supporting it. I think that going to seven we've had this problem before,

they're going to have a hard time getting a quorum and nothing will get done.

Chairman Morin asked if there was further discussion. Seeing none.

Vote: Motion failed 2-3. Selectman Roy and Selectman Morin in favor.

Kathy Carpentier said with the exception of the general fund operating budget which you have not forwarded to the warrant, we skipped over that one in case you had any other changes, you were scheduled to maybe meet next Tuesday night if needed. That is the only open item. Would you like a summary?

Selectman Martin said what are we waiting for in the operating budget where we can't forward it. Ms. Carpentier said as far as I know nothing. You are waiting for some things to come back: Town Clerk/Tax Collector but that can be a warrant at a future date; landfill building you could just..

Motion by Selectman Martin, seconded by Selectman McGrath, to forward the General Fund Operating Budget in the amount of \$28,192,697 to the warrant.

Selectman Coutu stated that number doesn't seem right. Where do I get the \$33,922,237? Is that the original proposed budget for the year? Steve Malizia said did you perhaps add the sewer and the water. Selectman Coutu stated that's the number she gave me. What is the total 2020 budget - \$33,131,290. Oh the 2021 is \$33,922,237 and we're down to 28. Kathy Carpentier said I'm not quite sure where you're getting 33 from. Selectman Coutu said you gave me those numbers. It was one of the first questions I asked. What is the present tax rate? What is the total 2020 budget? You said 33. Kathy Carpentier said okay so 2020 budget is water, sewer, general fund, and all the warrant articles that passed last year that's currently the budget we're working in now. Right now, I'm just asking you to forward just the general fund operating budget. Selectman Coutu state what was officially submitted was for 2021 was \$33,921,237. Steve Malizia noted which includes the general fund, the sewer fund, the water fund, and the Library. Selectman Coutu said I realize that now but I wish I had delineated all of that out so that I could get to what's going to impact our tax rate.

Kathy Carpentier said Sir I can help you with that. So right now the operating budget would be \$5.87 which is a \$.36 tax increase and would increase the tax bill for the average single family home by \$108. If all the warrant articles...Selectman Coutu asked where did I get the \$5.91 tax rate with no warrants. I said what is the new tax impact. Ms. Carpentier indicated you've made a lot of changes. You've added the Civil Engineer. Selectman Coutu said it went to 608. Ms. Carpentier indicated \$6.08 was the original full funded budget. Selectman Coutu asked what is it now. Ms. Carpentier indicated \$6.01. I hadn't gotten there yet. If all warrant articles that were presented to you up through this evening, it would be a \$.14 increase, \$41, a total of \$.50 increase from today's current. Selectman Coutu asked if it was a \$.07 decrease. Ms. Carpentier said yes. You just took out \$.03 right there with the Benson kitchen.

Selectman Coutu stated we said that we started with a \$6.08 tax rate with what was being proposed. We got it down to \$6.01. So from the 591 the 601 is a ten cents increase. So the impact on the tax rate would be for the average homeowner of \$41. Ms. Carpentier noted it would be about \$150 right now to the average single family home...Selectman Coutu said if they approved all the warrant articles. Mr. Malizia said everything. Ms. Carpentier said excluding the kitchen roof and the two contracts that are not before you and any other warrant articles that were to come about yes.

Vote: Motion carried 5-0.

Selectman Coutu expressed his sincere appreciation to Ms. Carpentier for being here with us again and helping my brain to sort this all through. Mr. Malizia I know that you've had to mentor a couple of department heads through the budget process this year. For the most part, they all did pretty good. So thank you for assisting those people.

Chairman Morin said the same thing and I know Selectman Roy had noticed this the other day. We had a conversation that even though we said 2 ½ percent nobody did that. They kept their budgets as level as they possibly could and they did an outstanding job. We need to thank all of them too.

6. ADJOURNMENT

Motion to adjourn at 9:53 p.m. by Selectman Martin, seconded by Selectman Roy, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

Norman G. Martin, Selectman

7.E.5

Agenda
11-12-19

HUDSON, NH BOARD OF SELECTMEN

Minutes of the November 5, 2019 Workshop Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of November 5, 2019 at 7:05 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE led by Leo Bernard.

3. ATTENDANCE
Board of Selectmen: David Morin, Kara Roy, Roger Coutu and Normand Martin

Absent: Marilyn McGrath

Staff/Others: Steve Malizia, Town Administrator; Kathy Carpentier, Finance Director

4. DISCUSSION
 - a) Recommendation to Appoint Treasurer

Chairman Morin recognized Town Administrator Steve Malizia.

As you are all well aware, Steve Malizia indicated we all received a notice from the current Treasurer giving her notice. Her last day will be the 25th of November. Subsequently we put out advertisements in the HLN, our web page, Facebook, HCTV. We attracted three candidates but I believe two were from Nashua. I'm not sure what they thought but they're not residents of Hudson so they're disqualified. We do have one candidate Rachel Burnell who's with us tonight for you to interview. The Finance Director, myself, and the Town Account met with her last week and spoke to her and had a conversation about the responsibilities and the duties. She's here tonight to meet you and if you'd like, you can appoint her tonight.

Chairman Morin invited Rachel up. Start off just telling us a little bit about yourself.

My name is Rachel Burnell. I've been a resident of the town my entire life. I came across the posting on the town website and I've had years of relevant experience post college in fund accounting, and administrative work, and currently working at Fidelity which allows me flexibility with my schedule to accommodate the hours that you need. Did you guys have any questions for me?

Selectman Coutu said first of all before I talk to you Rachel, Mr. Malizia and KC were you satisfied after you had the interview with Rachel. Mr. Malizia and Ms. Carpentier said yes. Selectman Coutu told Rachel just so we put everything out on the table, you are related to Karen Burnell correct our former Treasurer? You are her daughter-in-law. Ms. Burnell said yes. Selectman Coutu commented if you're half as good as her, you'll doing real well. Just half as good you'll be doing real well. I've heard some favorable things about you. Do you have children? Ms. Burnell said no. Selectman Coutu said I'm sure your mother-in-law gave you a general overview of what's involved as well as having had an opportunity to speak to our Finance Director who is always there for guidance and familiarization. It's a new environment for you. Based on everything you've heard, you feel very comfortable that you'd be able to do the job. Rachel said yes. Selectman Coutu commented you're a numbers person obviously. Okay. Good for you. Thank you Mr. Chairman.

Selectman Roy asked are you still employed with Fidelity. Rachel Burnell said yes. Selectman Roy noted okay because it just says 2017 to 2019 so I didn't know if you meant to present. Ms. Burnell said yes that would be a typo. Selectman Roy said that's really all I had.

Chairman Morin asked if there was anyone else. Seeing none.

Motion by Selectman Coutu, seconded by Selectman Roy, to approve the appointment of Rachel Burnell as the Treasurer effective November 25, 2019 until March 10, 2020 election as recommended by the Town Administrator and the Finance Director, carried 4-0.

b) 2019 Tax Rate

Chairman Morin recognized Finance Director Kathy Carpentier.

Good evening. Kathy Carpentier thanked the Board for seeing me tonight. This item is a little late. It trickled down from the State budget being a little late, then the Department of Revenue being a little late, so we just got notice on Friday which is why this was late to your agenda. I appreciate you putting it on tonight's agenda.

Kathy Carpentier explained I'm before you as we do annually to set the 2019 tax rate. It is your responsibility to decide how much unassigned fund balance you choose to use to offset the tax rate. You have budgeted \$600,000 to use as you have in the past. If you were to use the \$600,000 from the unassigned fund balance, it would be a tax rate of \$20.17. The unassigned fund balance is \$6,515,872. The tax rate is a \$.07 increase. Primarily \$.01 for the town side and \$.06 for the school side. The school lost some Medicaid distribution from federal funding which is primarily their \$.06 increase. The tax rate is pretty level but it is up \$.07. It is up to the Board to decide if they choose to use the \$600,000 to support the rate of \$20.17.

Selectman Martin said let's say we don't what happens to the number. We don't use that \$600,000. Kathy Carpentier indicated it would go up \$.20. Selectman Martin reiterated \$20.30, correct? Ms. Carpentier said \$20.37.

Motion by Selectman Coutu, seconded by Selectman Martin, to authorize the use of \$600,000 for the town's \$6,515,872 unassigned balance in support of the tax rate of approximately \$20.17 per thousand as recommended by the Finance Director, carried 4-0.

c) Attendance at the Master Plan Visioning Sessions - Selectman Roy

Chairman Morin asked Selectman Roy would you like to defer this for now. Selectman Roy said yes I would. I'd like to get some more information about the issue.

Motion by Selectman Roy, seconded by Selectman Martin, to defer until the next meeting, carried 4-0.

5. NONPUBLIC SESSION

Motion by Selectman Martin, seconded by Selectman Roy, to enter Nonpublic Session pursuant to RSA 91-A:3 II (b) The hiring of any person as a public employee, carried 4-0 by roll call.

Chairman Morin entered Nonpublic Session at 7:08 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Morin entered open session at 8:59 p.m.

Motion to hire

6. ADJOURNMENT

Motion to adjourn at 9:01 p.m. by selectman Martin, seconded by selectman Coutu, carried 4-0.

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

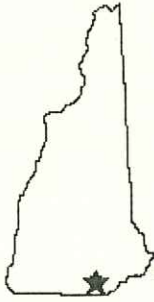
David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

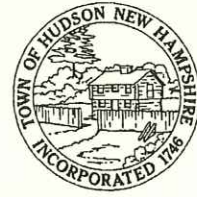
Norman G. Martin, Selectman

8.0.C. Agenda
11-12-19



TOWN OF HUDSON

Finance Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6000 • Fax: 603 881-3944

To: Steve Malizia, Town Administrator

From: Kathy Carpentier, Finance Director *K*

Date: November 7, 2019

Subject: 2019 Revised Tax Rate

RECEIVED
NOV 07 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

Please accept this request to be put on the Board of Selectmen's next agenda.

As you know I met with the Board of Selectmen on Tuesday, November 5, 2019 where the Board approved the use of \$600,000 from Unassigned Fund Balance to support a tax rate of \$20.17. Subsequently I was notified by the SAU Administration that they had made a calculation error when they submitted their revenues to the Department of Revenue (DRA). The SAU overstated their revenue from Federal Sources by \$331,955. This decrease in revenue increases the School portion of the tax rate by eleven cents. SAU has contacted DRA and the tax rate was recalculated to be \$20.28 per thousand. This tax rate represents .9% increase or ~~\$.28~~ increase over last year's rate of \$20.10 per thousand.

.18

The tax rate is broken down as follows:

	Prior Year	Current	Incr/(Decr)
Municipal	\$ 5.54	\$ 5.55	.01
Local Education	\$11.27	\$11.48	.21
State Education	\$ 2.14	\$ 2.10	(.04)
County	\$ 1.15	\$ 1.15	.00
Total	\$20.10	\$20.28	\$.18

**Town of Hudson, NH
2019 Tax Rate Calculation**

	<u>2018 Tax Calculation</u>	<u>2018 Tax Rate</u>	<u>2019 Tax Calculation</u>	<u>2019 Tax Rate</u>	<u>Tax Rate Incr/(Decr)</u>
<u>Town of Hudson</u>					
Gross Appropriations	34,508,838	\$11.10	33,131,290	\$10.59	(\$0.51)
Less: Revenues	(18,120,801)	(\$5.83)	(16,597,881)	(\$5.30)	\$0.52
Less: Shared Revenues					
Add: Overlay	201,469	\$0.06	204,548	\$0.07	\$0.00
War Service Credits	634,580	\$0.20	640,750	\$0.20	\$0.00
Net Town Appropriations/Approved Tax Effort	17,224,086	\$5.54	17,378,707	\$5.55	\$0.01
<u>School</u>					
Net School Budget (Gross Approp. - Revenue)	48,946,224		49,766,425		
Regional School Apportionment					
Less: Adequate Education Grant	(7,572,068)		(7,584,611)		
State Education Taxes	(6,325,203)		(6,267,625)		
Approved School Tax Effort	35,048,953	\$11.27	35,914,189	\$11.48	\$0.21
<u>State Education</u>					
Equalized Valuation (no utilities)	6,325,203	\$2.14	6,267,625	\$2.10	(\$0.04)
<u>County</u>					
Due to County	3,571,138		3,584,805		
Less: Shared Revenues	-		-		
Approved County Tax Effort	3,571,138	\$1.15	3,584,805	\$1.15	(\$0.00)
Total Property Taxes Assessed	62,169,380	\$20.10	63,145,326	\$20.28	\$0.18
Tax Rate % Change				0.9%	
Net Valuation	3,109,246,743		3,128,960,767		19,714,024



Revised Estimated Revenues Adjusted

Hudson Local School

For the period beginning July 1, 2019 and ending June 30, 2020

In accordance with RSA 21-J:35, the department is notifying you of the following changes in the estimated revenues used in computing the tax rate.

Account	Source	Estimated Revenue	Change Amount	Estimated Revenue Adjusted
Local Sources				
1300-1349	Tuition	\$155,000	\$0	\$155,000
1400-1449	Transportation Fees	\$0	\$0	\$0
1500-1599	Earnings on Investments	\$60,000	\$0	\$60,000
1600-1699	Food Service Sales	\$815,600	\$0	\$815,600
1700-1799	Student Activities	\$9,000	\$0	\$9,000
1800-1899	Community Service Activities	\$0	\$0	\$0
1900-1999	Other Local Sources	\$550,808	\$0	\$550,808
Local Sources Subtotal		\$1,590,408	\$0	\$1,590,408
State Sources				
3210	School Building Aid	\$278,632	\$0	\$278,632
3215	Kindergarten Building Aid	\$0	\$0	\$0
3220	Kindergarten Aid	\$0	\$0	\$0
3230	Special Education Aid	\$368,729	\$1,328	\$370,057
3240-3249	Vocational Aid	\$145,000	\$0	\$145,000
3250	Adult Education	\$65,000	\$0	\$65,000
3260	Child Nutrition	\$0	\$0	\$0
3270	Driver Education	\$0	\$0	\$0
3290-3299	Other State Sources	\$0	\$0	\$0
State Sources Subtotal		\$857,361	\$1,328	\$858,689
Federal Sources				
4100-4539	Federal Program Grants	\$765,500	(\$319,548)	\$445,952
4540	Vocational Education	\$145,000	(\$12,407)	\$132,593
4550	Adult Education	\$87,935	\$0	\$87,935
4560	Child Nutrition	\$358,000	\$0	\$358,000
4570	Disabilities Programs	\$842,902	\$0	\$842,902
4580	Medicaid Distribution	\$250,000	(\$175,000)	\$75,000
4590-4999	Other Federal Sources (non-4810)	\$50,000	\$0	\$50,000
4810	Federal Forest Reserve	\$0	\$0	\$0
Federal Sources Subtotal		\$2,499,337	(\$506,955)	\$1,992,382



Revised Estimated Revenues Adjusted

Account	Source	Estimated Revenue	Change Amount	Estimated Revenue Adjusted
Other Financing Sources				
5110-5139	Sale of Bonds or Notes	\$0	\$0	\$0
5140	Reimbursement Anticipation Notes	\$0	\$0	\$0
5221	Transfer from Food Service Special Revenue Fund	\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds	\$0	\$0	\$0
5230	Transfer from Capital Project Funds	\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds	\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds	\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds	\$0	\$0	\$0
5300-5699	Other Financing Sources	\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)	\$0	\$0	\$0
Other Financing Sources Subtotal		\$0	\$0	\$0
Total Revised Estimated Revenues and Credits		\$4,947,106	(\$505,627)	\$4,441,479



Revised Estimated Revenues Summary

	Estimated	Change Amount	State Adjusted
Subtotal of Revenues	\$4,947,106	(\$505,627)	\$4,441,479
Unassigned Fund Balance (MS-25)	\$827,441	\$100,000	\$927,441
Less Voted from Fund Balance	\$100,000	\$0	\$100,000
Less Fund Balance to Reduce Taxes	\$827,441	\$0	\$827,441
Fund Balance Retained	(\$100,000)	\$100,000	\$0
Total Revenues and Credits	\$5,874,547	(\$505,627)	\$5,368,920

Assessment Overview

Total Appropriations	\$55,135,345
Total Revenues and Credits	\$5,368,920
Net Assessment	\$49,766,425

Explanation of Adjustments

Account	Reason for Adjustment	Warrant Number
3230	MC: Municipality Adjustment	2
4100-4539	MC: Municipality Adjustment	2
4540	MC: Municipality Adjustment	2
4580	MC: Municipality Adjustment	



New Hampshire
Department of
Revenue
Administration

2019
\$20.28

**Municipality-Approved Tax
Rate**
Tax Rate not Finalized

Tax Rate Breakdown Hudson

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$17,390,938	\$3,128,960,767	\$5.55
County	\$3,584,805	\$3,128,960,767	\$1.15
Local Education	\$35,914,189	\$3,128,960,767	\$11.48
State Education	\$6,267,625	\$2,987,166,563	\$2.10
Total	\$63,157,557		\$20.28

Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Total			

Tax Commitment Calculation			
Total Municipal Tax Effort			\$63,157,557
War Service Credits			(\$640,750)
Village District Tax Effort			
Total Property Tax Commitment			\$62,516,807

Appropriations and Revenues

Municipal Accounting Overview

Description	Appropriation	Revenue
Total Appropriation	\$33,131,290	
Net Revenues (Not Including Fund Balance)		(\$15,942,881)
Fund Balance Voted Surplus		(\$55,000)
Fund Balance to Reduce Taxes		(\$600,000)
War Service Credits	\$640,750	
Special Adjustment	\$0	
Actual Overlay Used	\$216,779	
Net Required Local Tax Effort		\$17,390,938

County Apportionment

Description	Appropriation	Revenue
Net County Apportionment	\$3,584,805	
Net Required County Tax Effort		\$3,584,805

Education

Description	Appropriation	Revenue
Net Local School Appropriations	\$49,766,425	
Net Cooperative School Appropriations		
Net Education Grant		(\$7,584,611)
Locally Retained State Education Tax		(\$6,267,625)
Net Required Local Education Tax Effort		\$35,914,189
State Education Tax	\$6,267,625	
State Education Tax Not Retained	\$0	
Net Required State Education Tax Effort		\$6,267,625

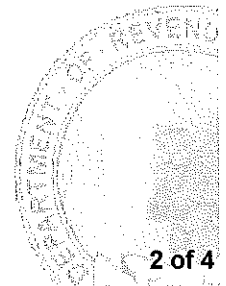
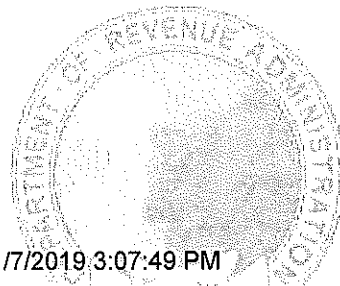
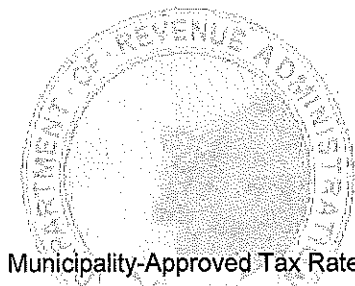
Valuation

Municipal (MS-1)

Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$3,128,960,767	\$3,109,246,743
Total Assessment Valuation without Utilities	\$2,987,166,563	\$2,956,686,043
Commercial/Industrial Construction Exemption	\$0	\$0
Total Assessment Valuation with Utilities, Less Commercial/Industrial Construction Exemption	\$3,128,960,767	\$3,109,246,743

Village (MS-1V)

Description	Current Year
-------------	--------------



Hudson

Tax Commitment Verification

2019 Tax Commitment Verification - RSA 76:10 II

Description	Amount
Total Property Tax Commitment	\$62,516,807
1/2% Amount	\$312,584
Acceptable High	\$62,829,391
Acceptable Low	\$62,204,223

If the amount of your total warrant varies by more than 1/2%, the MS-1 form used to calculate the tax rate might not be correct. The tax rate will need to be recalculated. Contact your assessors immediately and call us at 603.230.5090 before you issue the bills. See RSA 76:10, II

Commitment Amount	
Less amount for any applicable Tax Increment Financing Districts (TIF)	
Net amount after TIF adjustment	

Under penalties of perjury, I verify the amount above was the 2019 commitment amount on the property tax warrant.

Tax Collector/Deputy Signature:

Date:

Requirements for Semi-Annual Billing

Pursuant to RSA 76:15-a

76:15-a Semi-Annual Collection of Taxes in Certain Towns and Cities - I. Taxes shall be collected in the following manner in towns and cities which adopt the provisions of this section in the manner set out in RSA 76:15-b. A partial payment of the taxes assessed on April 1 in any tax year shall be computed by taking the prior year's assessed valuation times 1/2 of the previous year's tax rate; provided, however, that whenever it shall appear to the selectmen or assessors that certain individual properties have physically changed in valuation, they may use the current year's appraisal times 1/2 the previous year's tax rate to compute the partial payment.

Hudson	Total Tax Rate	Semi-Annual Tax Rate
Total 2019 Tax Rate	\$20.28	\$10.14

Associated Villages

No associated Villages to report

Fund Balance Retention

Enterprise Funds and Current Year Bonds	\$5,665,027
General Fund Operating Expenses	\$73,232,882
Final Overlay	\$216,779

DRA has provided a reference range of fund balance retention amounts below. Please utilize these ranges in the determination of the adequacy of your municipality's unrestricted fund balance, as currently defined in GASB Statement 54. Retention amounts, as part of the municipality's stabilization fund policy [1], should be assessed dependent upon your governments own long-term forecasts and special circumstances. Please note that current best practices published by GFOA recommend, at a minimum, that "...general purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures." [2],[3]

[1] The National Advisory Council on State and Local Budgeting (NACSLB), (1998), *Framework for Improved State and Local Government Budgeting: Recommended Budget Practices (4.1)*, pg. 17.
 [2] Government Finance Officers Association (GFOA), (2009), *Best Practice: Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund*.
 [3] Government Finance Officers Association (GFOA), (2011), *Best Practice: Replenishing General Fund Balance*.

2019 Fund Balance Retention Guidelines: Hudson

Description	Amount
Current Amount Retained (8.08%)	\$5,915,872
17% Retained (<i>Maximum Recommended</i>)	\$12,449,590
10% Retained	\$7,323,288
8% Retained	\$5,858,631
5% Retained (<i>Minimum Recommended</i>)	\$3,661,644

8, 10 D. Deferred TO
November 12, 2019

Weissgarber, Lorrie

From: Roy, Kara
Sent: Monday, October 28, 2019 2:28 PM
To: Weissgarber, Lorrie
Subject: Agenda Item for the November 5th Meeting
Attachments: Visioning Sessions.pdf

BOS MEETING

Lorrie,

Can you please add to the next agenda: Attendance at the Master Plan Visioning Sessions?

Also, please attach the attached letter.

Thank you
Kara

Dear Fellow Selectpersons.

I was disturbed to find that Selectwoman McGrath sent an e-mail discouraging citizens of this town from attending the visioning sessions for the Master Plan.

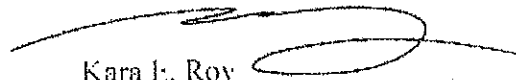
Selectwoman McGrath and Selectmen Couto opined that they would not attend the sessions because they believe they may exert some undue influence. There was not discussion of discouraging elected officials and town volunteers from attending these sessions. There was no consensus of the Board that elected officials or town volunteers not attend, it was simply the opinion of certain Board members. In fact, Selectman Morin and I participated the first session, and Selectman Couto even attended.

I find it disheartening that at least one member of this Board believe that because a citizen volunteers for this town they somehow lose their right to express their opinion and waive their rights to participate. The notion of a citizen losing their voice because they choose to give back to their community goes against the very fiber this great Nation was founded.

The session I attended was very well facilitated. I have all confidence that these facilitators can challenge and capture the ideas of all out citizens professionally.

I ask my fellow board members not only to attend and participate in developing the long range vision, but also encourage our citizens, in particular those that will live and shape life in Hudson 30 years from now, to get involved.

Sincerely,

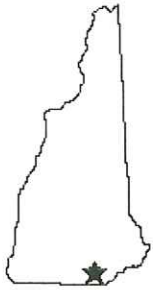


Kara E. Roy
Vice-Chairman

9.A.

Agada

10-12-19



TOWN OF HUDSON

Land Use Division



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6008 · Fax: 603-594-1142

RECEIVED

OCT 28 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

INTEROFFICE MEMORANDUM

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima P.E., Town Engineer

DATE: October 24, 2019 *E 20*

RE: Street Acceptance
Laurel Landing (700 linear feet)

The Engineering Department has received a street acceptance request from Hampshire Venture, Inc. to accept the road listed above. Enclosed please find the following:

1. Recommendations from Fire Chief, Police Chief, Director of Public Works, Town Planner, Town Engineer and Planning Board
2. Street Acceptance Application
3. Two year maintenance bond
4. As-Built plans

The developer has provide \$40,605.49 bond for the two- (2) year maintenance period. Public Works and Engineering Department has inspected the road and recommends acceptance at this time.

Motion:

To accept Laurel Landing as a Town Road.

APPLICATION FOR ACCEPTANCE OF A DEDICATED ROAD AS A TOWN ROAD

DATE: 9/20/2019

NAME OF ROAD: Laurel Landing

NAME OF APPLICANT/AGENT: Hampshire Ventures, Inc.

APPLICANT ADDRESS: 317 South River Rd
Bedford, NH 03110

TELEPHONE: 603-231-3124 Dana

COMPLETED APPLICATION FORM TO INCLUDE:

LOCATION OF ROAD: Attach three (3) copies of the approved subdivision plan and indicate the length of road for which acceptance is being requested.

LENGTH OF ROAD: Entire full length 475 Feet. +/-

STATEMENT OF DEDICATION: H.C.R.D. Plan Number: 39971

H.C.R.D. Book and Page Number which references deed or other instrument dedication road to public use: See Attached WARRANTY Deed Hampshire Ventures, Inc. to Town of Hudson

Attach three (3) copies of deed or other instrument.

STATEMENT OF APPLICANTS' INTEREST IN HAVING ROAD ACCEPTED:

Construction was Recently Completed, Applicant Requests Street Acceptance pursuant to original intent of "Laurel Landing" Subdivision.

FEE (\$50.00): PAID, YES NO

RECEIPT NO. 568,467 RECEIVED BY: DMS

Printed
9/26/2019
3:48PM
Created
9/26/2019
3:44 PM

Transaction Receipt

Receipt# 568,467
dstickney

Town of Hudson, NH
12 School Street
Hudson, NH 03051-4249

<u>Description</u>	<u>Current Invoice</u>	<u>Payment</u>	<u>Balance Due</u>
1.00 Street Acceptance - Laurel Landing			
Street Acceptance	0.00	50.0000	0.00
		Total:	50.00

<u>Remitter</u>	<u>Pay Type</u>	<u>Reference</u>	<u>Tendered</u>	<u>Change</u>	<u>Net Paid</u>
Hampshire Ventures Inc.	CHECK	4021	50.00	0.00	50.00
			Total Due:		50.00
			Total Tendered:		50.00
			Total Change:		0.00
			Net Paid:		50.00



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief
Rob Buxton, Fire Chief
Brian Groth, Town Planner

FROM: Elvis Dhima, P.E., Town Engineer

DATE: September 20, 2019

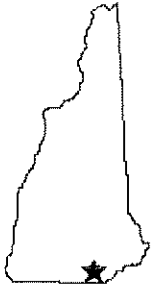
RE: Street Acceptance – Laurel Landing (700 linear feet)

Attached please find the Application for Street Acceptance for Laurel Landing on behalf of Hampshire Venture, Inc. I am also attaching a copy of the As-Built Plan for your review.

Please review this application and indicate your approval by initialing this memo and return it to the Engineering Department.

I have reviewed this application on behalf of the Engineering Department, and I support the acceptance of this road.

Thank you.



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief
Rob Buxton, Fire Chief *RMB 10/7/19*
Brian Groth, Town Planner

FROM: Elvis Dhima, P.E., Town Engineer

DATE: September 20, 2019

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TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief *WMA*
Rob Buxton, Fire Chief
Brian Groth, Town Planner

FROM: Elvis Dhima, P.E., Town Engineer

DATE: September 20, 2019

RE: Street Acceptance – Laurel Landing (700 linear feet)

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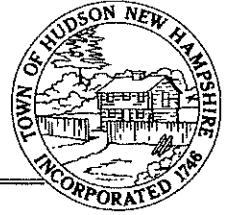
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Thank you.



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief
Rob Buxton, Fire Chief
Brian Groth, Town Planner *BG*

FROM: Elvis Dhima, P.E., Town Engineer

DATE: September 20, 2019

RE: Street Acceptance – Laurel Landing (700 linear feet)

Attached please find the Application for Street Acceptance for Laurel Landing on behalf of Hampshire Venture, Inc. I am also attaching a copy of the As-Built Plan for your review.

Please review this application and indicate your approval by initialing this memo and return it to the Engineering Department.

I have reviewed this application on behalf of the Engineering Department, and I support the acceptance of this road.

Thank you.



**TOWN OF HUDSON
PLANNING BOARD**

NOTICE OF APPROVAL



12 School Street

Hudson, New Hampshire 03051

603/886-6008

October 16, 2019

Owner or Applicant: HAMPSHIRE VENTURES, INC.
 317 SOUTH RIVER ROAD
 BEDFORD, NH 03110

On Wednesday, October 9, 2019 the Hudson Planning Board heard subject case
"Laurel Landing Off-Site Improvements Bond Release".

SUBJECT: PURPOSE OF PETITION: TO RELEASE A \$2,708.16 CASH SURETY
 FOR LAUREL LANDING OFF-SITE IMPROVEMENT TO SPEARE
 ROAD, WHICH WAS COMPLETED ON SEPTEMBER OF 2018.

LOCATION: LAUREL LANDING, MAP 186/LOT 013

You are hereby notified of the subject surety release request presented before the
Planning Board and the following action:

The Planning Board voted release the cash surety of \$2,708.16 for Laurel Landing Off-
Site Improvement to Speare Road, which was completed on September of 2018.

Signed: *Brian Groth* Date: 10/16/19
 Brian Groth
 Town Planner

cc: Elvis Dhima, Town Engineer



Credit No. **Hampshire-P-081518**
Irrevocable Standby Letter of Credit – 2nd Amendment
Date and Place of Expiry: October 10, 2021
Merrimack County Savings Bank
89 North Main Street
Concord, NH 03301

September 26, 2019

Planning Board
Town of Hudson
12 School Street
Hudson, NH 03051

Account Party

Hampshire Ventures, Inc.
Robert S. LaMontagne, President

Beneficiary

Town of Hudson
12 School Street
Hudson, NH 03051

Amount

\$40,605.49 USD

Project Name

Laurel Landing Residential Subdivision
50 Speare Road - Map 186, Lot 13
Hudson, New Hampshire 03051

Dear Planning Board:

By this document, **Merrimack County Savings Bank** (hereinafter “Issuer”) hereby issues this Second Amended Irrevocable Letter of Credit in the amount of **\$40,605.49 (Forty Thousand Six Hundred Five Dollars and Forty-Nine Cents)** to the Town of Hudson, New Hampshire on behalf of **Hampshire Ventures, Inc.** (hereinafter “Developer”).

This Irrevocable Letter of Credit is issued to meet bonding requirements by the Town of Hudson to guarantee completion of all on-site, subdivision infrastructure for Laurel Landing Residential Subdivision as required by the Hudson Planning Board on January 12, 2018 in conjunction with the “Laurel Landing Residential Subdivision, 50 Speare Road - Map 186, Lot 13, Hudson, New Hampshire”

It is understood that the on-site improvements guaranteed by this Irrevocable Letter of Credit include, the on-site, subdivision infrastructure improvements relating to Laurel Landing Residential Subdivision, 50 Speare Road - Map 186, Lot 13, Hudson, New Hampshire.

Hampshire Ventures, Inc.
Credit No. **Hampshire-P-081518**
Irrevocable Standby Letter of Credit
September 26, 2019

It is agreed and understood by the Issuer, Developer and the Town of Hudson that this Letter of Credit's expiration date will be October 10, 2021.

Demand for payment under this Letter of Credit may be made prior to its expiration at any time during the Issuer's business hours on a day which the Issuer's office is open to the public for the purpose of carrying on substantially all of its banking functions ("Business Day"). Any demand for payment as authorized by the Town of Hudson's Planning Board and all other communications to the Issuer relative to this Letter of Credit shall be in writing and addressed and presented to Merrimack County Savings Bank, 89 North Main Street, Concord, NH 03301.


If all on-site improvements guaranteed by this Letter of Credit are not completed by **October 10, 2021**, and if a certificate indicating completion of all improvements has not been issued by the Town Engineer or such other individuals as the Town of Hudson shall designate, then this Letter of Credit shall automatically be considered to have been called and without further action of the Town of Hudson or its Planning Board, Merrimack County Savings Bank shall forthwith forward a check in the amount of **\$40,605.49** to the Treasurer of the Town of Hudson. The funds paid shall be forwarded to the Town of Hudson's Treasurer and shall be used **exclusively** for the purpose of completing the on-site improvements which are guaranteed by this Letter of Credit. Any funds not needed by the Town of Hudson to complete the improvements required by the subdivision and/or site plan referred to above shall be returned to Merrimack County Savings Bank.

In the event of default, termination or cancelation of this Letter of Credit by Merrimack County Savings Bank, the Town shall receive 60 days' notice thereof which shall be delivered to the Town by U.S. Certified Mail at the following address:

Planning Board, Town of Hudson
12 School Street
Hudson, NH 03051


Hampshire Ventures, Inc.
Credit No. **Hampshire-P-081518**
Irrevocable Standby Letter of Credit
September 26, 2019

Merrimack County Savings Bank

By: 
Thomas R. Dustin, Vice President
Duly Authorized

I have read this Letter of Credit and agree to its terms:

Hampshire Ventures, Inc.

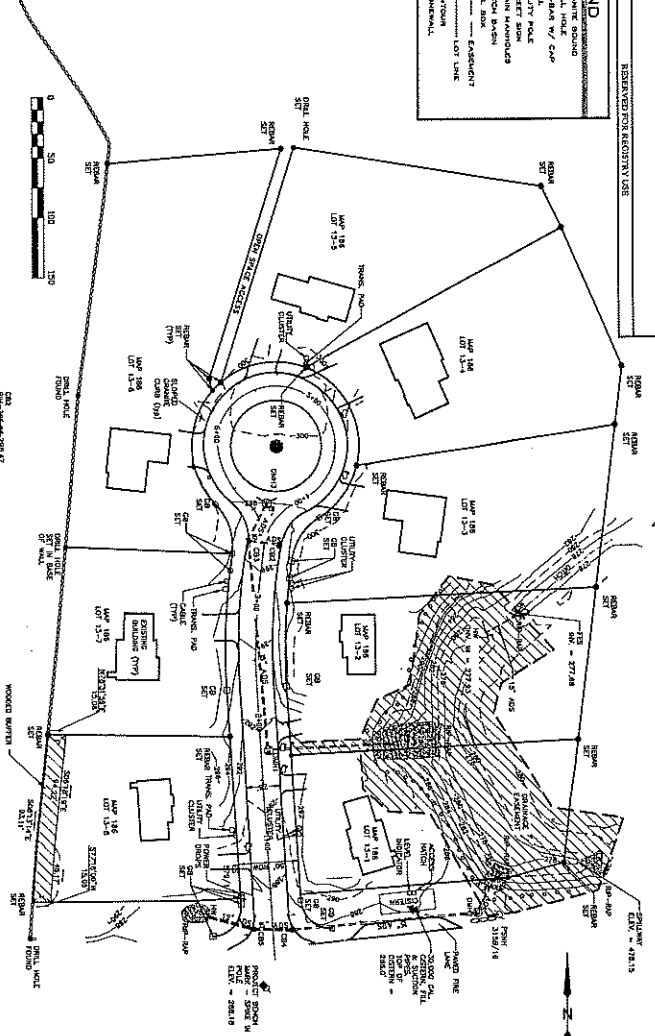
By: 
Robert S. LaMontagne, President
Duly Authorized

1

LEGEND

- SMALL HOLE
- REBAR W/ CAP
- UTILITY HOLE
- STREET SIGN
- DOWN MANHOLE
- MANHOLE
- EASEMENT
- LOT LINE

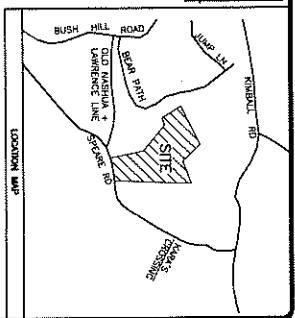
STREET CONTOUR
 STREET STRIKES



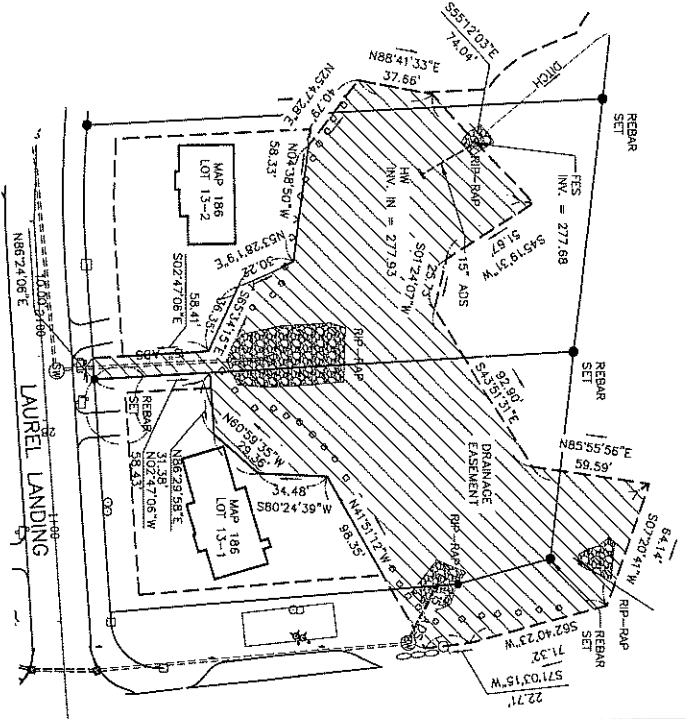
CERTIFICATIONS

I, JEFFREY G. COOPER, being duly sworn, depose and say that I am a duly licensed Professional Engineer in the State of Indiana, and I am the author of the above-entitled plan, and that the same was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer in the State of Indiana, and I am the author of the above-entitled plan, and that the same was prepared by me or under my direct supervision.

JEFFREY G. COOPER
 REGISTERED PROFESSIONAL ENGINEER
 No. 12345



STATION	ELEVATION	REMARKS
0+00	725.00	DRAINAGE
0+25	725.00	DRAINAGE
0+50	725.00	DRAINAGE
0+75	725.00	DRAINAGE
1+00	725.00	DRAINAGE
1+25	725.00	DRAINAGE
1+50	725.00	DRAINAGE
1+75	725.00	DRAINAGE
2+00	725.00	DRAINAGE
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25+50	725.00	DRAINAGE
25+75	725.00	DRAINAGE
26+00	725.00	DRAINAGE
26+25	725.00	DRAINAGE
26+50	725.00	DRAINAGE
26+75	725.00	DRAINAGE
27+00	725.00	DRAINAGE
27+25	725.00	DRAINAGE
27+50	725.00	DRAINAGE
27+75	725.00	DRAINAGE
28+00	725.00	DRAINAGE
28+25	725.00	DRAINAGE
28+50	725.00	DRAINAGE
28+75	725.00	DRAINAGE
29+00	725.00	DRAINAGE
29+25	725.00	DRAINAGE
29+50	725.00	DRAINAGE
29+75	725.00	DRAINAGE
30+00	725.00	DRAINAGE
30+25	725.00	DRAINAGE
30+50	725.00	DRAINAGE
30+75	725.00	DRAINAGE



AS-BUILT CONDITIONS

LAUREL LANDING
 STINSON HILLS LLC
 811 S. LAUREL AVENUE
 HILLSBORO, IN 46150

JE BELANGER LAND SURVEYING, P.C.
 1000 N. LAUREL AVENUE
 HILLSBORO, IN 46150

DATE: SEPTEMBER 19, 2019
 SCALE: 1" = 50'

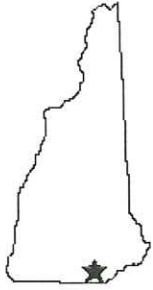
AS-BUILT CONDITIONS

LAUREL LANDING
 STINSON HILLS LLC
 811 S. LAUREL AVENUE
 HILLSBORO, IN 46150

JE BELANGER LAND SURVEYING, P.C.
 1000 N. LAUREL AVENUE
 HILLSBORO, IN 46150

DATE: SEPTEMBER 19, 2019
 SCALE: 1" = 50'

9.B. Agenda
11-12-19



TOWN OF HUDSON

Land Use Division



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6008 · Fax: 603-594-1142

RECEIVED

OCT 28 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

INTEROFFICE MEMORANDUM

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima P.E., Town Engineer

DATE: October 24, 2019

RE: Street Acceptance
Rebecca Circle (874 linear feet)

The Engineering Department has received a street acceptance request from Gary Francoeur to accept the road listed above. Enclosed please find the following:

1. Recommendations from Fire Chief, Police Chief, Director of Public Works, Town Planner, Town Engineer and Planning Board
2. Street Acceptance Application
3. Two year cash maintenance bond
4. As-Built plans

The developer has provide \$33,715.00 bond for the two- (2) year maintenance period. Public Works and Engineering Department has inspected the road and recommends acceptance at this time.

Motion:

To accept Rebecca Circle as a Town road.

APPLICATION FOR ACCEPTANCE OF A DEDICATED ROAD AS A TOWN ROAD

RECEIVED

AUG 19 2019

Town of Hudson
Engineering Department

DATE: 8/15/19

NAME OF ROAD: REBELLA CIRCLE

NAME OF APPLICANT/AGENT: GARY FRANCOEJA

APPLICANT ADDRESS: 23 WOODCREST DR.

HUDSON, NJ 03051

TELEPHONE: (603) 396-0140

COMPLETED APPLICATION FORM TO INCLUDE:

LOCATION OF ROAD: Attach three (3) copies of the approved subdivision plan and indicate the length of road for which acceptance is being requested.

LENGTH OF ROAD: 873.8 Feet. +/-

STATEMENT OF DEDICATION: H.C.R.D. Plan Number: 37664

H.C.R.D. Book and Page Number which references deed or other instrument dedication road to public use: SEE ATTACHED

COVENANTS 8548/1473 CONSV. EASEMENT 8548/1461

Attach three (3) copies of deed or other instrument.

STATEMENT OF APPLICANTS' INTEREST IN HAVING ROAD ACCEPTED:

REBELLA CIRCLE HAS BEEN COMPLETED TO TOWN STANDARD
AND THE APPLICANT WOULD LIKE TO HAVE THE STREET
ACCEPTED PURSUANT TO THE ORIGINAL INTENT OF THE
SUB DIVISION

FEE (\$50.00): PAID; YES 8/19/19 NO

RECEIPT NO. 564, 197 RECEIVED BY: DMS
CK# 961

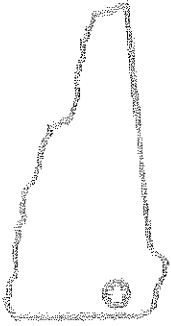
Printed
8/19/2019
11:02AM
Created
8/19/2019
11:01 AM

Transaction Receipt
Town of Hudson, NH
12 School Street
Hudson, NH 03051-4249

Receipt# 564,197
dstickney

	<u>Description</u>	<u>Current Invoice</u>	<u>Payment</u>	<u>Balance Due</u>
1.00	Street Acceptance Application Fee - Rebecca Circle			
	Street Acceptance	0.00	50.0000	0.00
			Total:	50.00

<u>Remitter</u>	<u>Pay Type</u>	<u>Reference</u>	<u>Tendered</u>	<u>Change</u>	<u>Net Paid</u>
Hawthorne Woods LLC	CHECK	961	50.00	0.00	50.00
			Total Due:		50.00
			Total Tendered:		50.00
			Total Change:		0.00
			Net Paid:		50.00



TOWN OF HUDSON

Highway Department

Constitution Date: Hudson, New York State 0/0/01 60986 6000 Fax: 609/294-1101



To: Elvis Dhiana, Town Engineer

From: Jess Forrence Public Works Director

Date: August 27, 2019

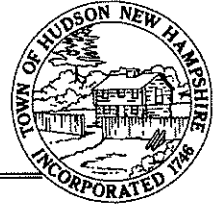
Re: Street Acceptance, Rebecca Circle

Public Works has completed the walk through and the underground inspection and find no reason not to accept Rebecca Circle as a town street.

Police



TOWN OF HUDSON
Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief *WMA*
Rob Buxton, Fire Chief
Brian Groth, Town Planner

FROM: Elvis Dhima, P.E., Town Engineer

DATE: August 20, 2019

RE: Street Acceptance – Rebecca Circle (874 linear feet)

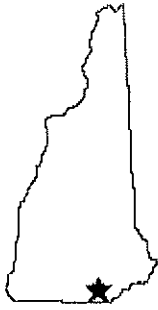
Attached please find the Application for Street Acceptance for Rebecca Circle on behalf of Gary Francoeur. I am also attaching a copy of the As-Built Plan for your review.

Please review this application and indicate your approval by initialing this memo and return it to the Engineering Department.

I have reviewed this application on behalf of the Engineering Department, and I support the acceptance of this road.

Thank you.

\\hd-filesrvth\Engineering\$\Private Developments\Hawthorne Woods - Rebecca Circle\Street Acceptance\P-F-DPW-PL Memo Street Acceptance.doc



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



Emergency 911
Business 603-886-6021
Fax 603-594-1164

Robert M. Buxton
Chief of Department

TO: Elvis Dhima
Town Engineer

FR: Robert M. Buxton
Fire Chief

RMB

DT: August 21, 2019

RE: Street Acceptance

The Fire Department has reviewed the following streets and finds no outstanding issues;

- Rebecca Circle
- Orchard Park Lane

Should you have any further questions please feel free to contact me.



TOWN OF HUDSON

Engineering Department



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6008 · Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief
Rob Buxton, Fire Chief
Brian Groth, Town Planner - *BG 8/21/19*

FROM: Elvis Dhima, P.E., Town Engineer

DATE: August 20, 2019

RE: Street Acceptance – Rebecca Circle (874 linear feet)

Attached please find the Application for Street Acceptance for Rebecca Circle on behalf of Gary Francoeur. I am also attaching a copy of the As-Built Plan for your review.

Please review this application and indicate your approval by initialing this memo and return it to the Engineering Department.

I have reviewed this application on behalf of the Engineering Department, and I support the acceptance of this road.

Thank you.

\\hd-filesrvth\Engineering\$\Private Developments\Hawthorne Woods - Rebecca Circle\Street Acceptance\P-F-DPW-PL Memo Street Acceptance.doc



TOWN OF HUDSON
PLANNING BOARD

NOTICE OF APPROVAL



12 School Street

Hudson, New Hampshire 03051

603/886-6008

October 15, 2019

Owner or Applicant: HAWTHORNE WOODS CO., INC.
C/O GARY FRANCOEUR
23 WOODCREST DRIVE
HUDSON, NH 03051

On Wednesday, October 9, 2019 the Hudson Planning Board heard subject case
"Rebecca Circle Street Acceptance Surety".

SUBJECT: PURPOSE OF PETITION: TO RELEASE A \$40,500.00 CASH SURETY
FOR HAWTHORNE WOODS, REBECCA CIRCLE, HUDSON, NH,
AND REPLACE WITH A TWO-YEAR MAINTENANCE BOND IN
THE AMOUNT OF \$33,715.00.

LOCATION: HAWTHORNE WOODS, REBECCA CIRCLE, MAP 135/LOT 015

You are hereby notified of the subject surety release request presented before the
Planning Board and the following action:

The Planning Board voted release the cash surety of \$40,500.00 for Hawthorne Woods,
Rebecca Circle, Hudson, NH, and replace with a two-year maintenance bond in the
amount of \$33,715.00.

Signed: _____

Brian Groth
Town Planner

Date: _____

10/15/19

Grantor: Hawthorne Woods, LLC
Grantee: Town of Hudson

QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS THAT, Hawthorne Woods, LLC, a New Hampshire limited liability company, F/K/A Hawthorne Woods Co., Inc., having a principal place of business at 23 Woodcrest Dr., Hudson, New Hampshire, 03051 (the “Grantor”) for consideration paid, grants to the **Town of Hudson** (the “Grantee”) a municipal corporation with a mailing address of 12 School Street, Hudson, New Hampshire 03051 with **QUITCLAIM COVENANTS**, the following:

A certain portion of a tract or parcel of land situated northerly of Griffin Road in the Town of Hudson, County of Hillsborough and State of New Hampshire, more particularly bounded and described as follows:

Beginning at the intersection of the northerly sideline of Griffin Road and the easterly sideline of Rebecca Circle at a granite bound, thence;

Along the northerly sideline of Griffin Road S 71° 02’ 02” W for a distance of 116.67 feet to a granite bound at the intersection of the northerly sideline of Griffin Road and the westerly sideline of Rebecca Circle at a granite bound, thence;

Along the southerly sideline of Rebecca Circle by a curve to the left having a radius of 25.00 feet and an arc length of 25.25 feet to a granite bound, thence;

Along the southerly sideline of Rebecca Circle N 13° 10’ 33” E for a distance of 35.12 feet to a granite bound, thence;

Along the southerly sideline of Rebecca Circle by a curve to the left having a radius of 225.00 feet and an arc length of 522.69 feet to a granite bound, thence;

Along the southerly sideline of Rebecca Circle S 60° 04’ 30” W for a distance of 96.13 feet to a granite bound, thence;

Along the southerly sideline of Rebecca Circle by a curve to the left having a radius of 50.00 feet and an arc length of 44.78 feet to a granite bound, thence;

Along the southerly sideline of Rebecca Circle by a curve to the right having a radius of 70.00 feet and an arc length of 345.30 feet to a granite bound on the northerly sideline of Rebecca Circle, thence;

Along the northerly sideline of Rebecca Circle by a curve to the left having a radius of 50.00 feet and an arc length of 44.78 feet to a granite bound, thence;

Along the northerly sideline of Rebecca Circle N 60° 04' 30" E for a distance of 96.13 feet to a granite bound, thence;

Along the northerly sideline of Rebecca Circle by a curve to the right having a radius of 275.00 feet and an arc length of 614.10 feet to a granite bound, thence;

Along the northerly sideline of Rebecca Circle by a curve to the left having a radius of 25.00 feet and an arc length of 51.05 to the point of beginning.

Said Rebecca Circle is more particularly shown and described on a plan entitled "MASTER SUBDIVISION PLAN, HAWTHORNE WOODS, Map 135; Lot 15", Dated: February 9, 2011, last revised 9/26/11 and recorded in the Hillsborough County Registry of Deeds at Plan #37664.

The within described premises are not subject to homestead rights.

Meaning and intending to describe and convey Rebecca Circle, being a portion of the premises conveyed to Grantor by deed recorded in the Hillsborough County Registry of Deeds at Book 7089, Page 1882.

This transaction is exempt from New Hampshire Transfer Tax pursuant to NH RSA 78-B:2(I).

EXECUTED this 15th day of August, 2019

HAWTHORNE WOODS, LLC

By: Gary Francoeur
Gary Francoeur, Member

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBOROUGH

On this the 15th day of August, 2019, before me, personally appeared Gary Francoeur, member of Hawthorne Woods, LLC, known to me (or satisfactorily proven) to be the person whose name is subscribed to the foregoing instrument and being authorized so to do, made oath that he executed the same as his free act and deed for the purposes therein contained on behalf of Hawthorne Woods, LLC.

Vilma B. Pugh

Notary Public/Justice of the Peace

My commission expires:

Vilma B. Pugh
Notary Public, State of New Hampshire
My Commission Expires Sept. 13, 2022

F:\2011\11-180\documents\quitclaim deed 8-1-19.docx



Irrevocable Standby Letter of Credit
Number 9082801

You matter more.

Original Date of Issue: April 10, 2013

Revision Date: August 15, 2019

Expiration Date: September 30, 2021

August 15, 2019

Planning Board
Town of Hudson
12 School Street
Hudson, NH 03051

Applicant:

Gary Francoeur
Hawthorne Woods

Beneficiary:

Town of Hudson, NH
12 School Street
Hudson, NH 03051

Amount:

\$33,715.00 USD

RE: Maintenance bond for

"subdivision of land in Hudson, NH for Gary Francoeur,
Hawthorne Woods"

Dear Planning Board:

By this document, Bangor Savings Bank (successor to Granite Bank) hereby issues an irrevocable Letter of Credit in the amount of \$33,715.00 USD to the Town of Hudson on behalf of Gary Francoeur. This irrevocable Letter of Credit is issued as a maintenance bond for Hawthorne Woods subdivision.

It is agreed and understood that this Letter of Credit is issued with an expiration date of September 30, 2021 and modifies the Letter of Credit the Town of Hudson has been holding for the same project with a maturity date of September 30, 2021. With acceptance of this modification, the Town of Hudson acknowledges that the previous version of this Letter of Credit is null and void.

Should this letter of credit be called at the request of the Town of Hudson or its Planning Board, Bangor Savings Bank shall forthwith forward a check in the amount of \$33,715.00 USD to the Treasurer of the Town of Hudson, the funds shall be used exclusively for the purpose of completing maintenance for the project known as Hawthorne Woods and is guaranteed by this Letter of Credit. Any funds not needed by the Town to complete the necessary maintenance shall be returned to Bangor Savings Bank.

This modification is not in effect until it is endorsed by Michael Rasmussen (BSB), Gary Francoeur (Hawthorne Woods), and an authorized Town of Hudson Official.

Sincerely,




Michael Rasmussen
Vice President/Commercial Banking Relationship Manager
Bangor Savings Bank

Irrevocable Standby Letter of Credit
Number 9082801

I have read this Letter of Credit and agree to its terms:

Gary R. Francoeur

By:  Date: 8/15/19
Gary R. Francoeur, an Individual

Town of Hudson Planning Board

Name & Title of Official: _____

By: _____ Date: _____
Signature of Town of Hudson Official

Erosion Control

Silt Fence	1,200 L.F.	@ \$ 2.85 = \$	3,420.00		
Stabilized Construction Entrance	1 EA.	@ \$ 1,500.00 = \$	1,500.00		

Utilities

Utility Trench (Elec/Tel/TV)	858 L.F.	@ \$ 35.00 = \$	30,030.00		
Utility Pole	0 L.S.	@ \$ 10,000.00 = \$	-		

Landscaping

Trees	0 EA.	@ \$ 400.00 = \$	-		
Bushes	0 EA.	@ \$ 200.00 = \$	-		
Perennials	0 EA.	@ \$ 10.00 = \$	-		

Miscellaneous

Pins	12 EA.	@ \$ 175.00 = \$	2,100.00		
Bounds	12 EA.	@ \$ 325.00 = \$	3,900.00		
Stop Bar	15 L.F.	@ \$ 4.00 = \$	60.00		
Stop Sign(s)	1 EA.	@ \$ 75.00 = \$	75.00		
Street Sign(s)	0 EA.	@ \$ 85.00 = \$	-		
Speed Limit Sign(s)	0 EA.	@ \$ 125.00 = \$	-		
Cistern	10,000 GAL	@ \$ 2.00 = \$	20,000.00		
As-Built Plans	858 LF	@ \$ 4.00 = \$	3,432.00		

Subtotal:	\$	298,359.80		
3% Mobilization	\$	8,950.79		
10% Engineering & Contingencies	\$	29,835.98		
Subtotal:	\$	337,146.57		
10% Maintenance Level:	\$	33,714.66		
Total Estimate:	\$	370,861.23		

Preparer's Name: Elvis Dhima Date: 8-8-2019

**TOWN OF HUDSON, NH
ROAD GUARANTEE ESTIMATE FORM**

I hereby certify that, in addition to any work already completed, the following itemized statement and estimate unit costs will complete all improvements required by the Hudson, NH Planning Board for the following Streets:

Owner/Developer Name: Gary Francoeur

Date: 8/8/2019

Project Name: Rebecca Circle

Map: 135

15

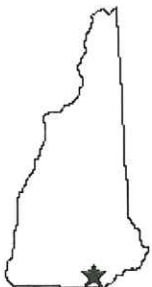
Street Name: Rebecca Circle

Street Length: 858 ft

Item	Quantity	Unit Price	Total	Bond Remaining	Date
Site					
Grubbing	1 AC	@ \$ 7,500.00 = \$	7,500.00		
Common Excavation/Borrow	C.Y.	@ \$ 8.00 = \$	-		
Granite Curbing	1,716 L.F.	@ \$ 22.00 = \$	37,752.00		
Guardrail	L.F.	@ \$ 23.00 = \$	-		
EAGRT	EA	@ \$ 3,000.00 = \$	-		
Retaining Wall	SF	@ \$ 18.00 = \$	-		
Loam & Seed	1,900 S.Y.	@ \$ 5.00 = \$	9,500.00		
Sidewalk	355 S.Y.	@ \$ 35.00 = \$	12,425.00		
Tack Coat	2,669 S.Y.	@ \$ 0.20 = \$	533.80		
Roadway					
6" Crushed Gravel	445 C.Y.	@ \$ 30.00 = \$	13,350.00		
12" Bank Run Gravel	890 C.Y.	@ \$ 24.00 = \$	21,360.00		
2.5" Base Course	380 TON	@ \$ 85.00 = \$	32,300.00		
1.25" Wearing Course	190 TON	@ \$ 85.00 = \$	16,150.00		
Storm Drain					
12" HDPE	358 L.F.	@ \$ 52.00 = \$	18,616.00		
15" HDPE	459 L.F.	@ \$ 52.00 = \$	23,868.00		
18" HDPE	L.F.	@ \$ 55.00 = \$	-		
24" HDPE	L.F.	@ \$ 58.00 = \$	-		
6" Underdrain	450 L.F.	@ \$ 18.00 = \$	8,100.00		
4' Catch Basins	7 EA.	@ \$ 2,300.00 = \$	16,100.00		
5' Catch Basins	EA.	@ \$ 2,600.00 = \$	-		
4' Drain Manholes	1 EA.	@ \$ 2,300.00 = \$	2,300.00		
Headwalls	2 EA.	@ \$ 1,300.00 = \$	2,600.00		
Outlet Structures	1 EA.	@ \$ 3,000.00 = \$	3,000.00		
Rip-Rap	233 S.Y.	@ \$ 36.00 = \$	8,388.00		
Rain Garden(s)	0 EA.	@ \$ 2,000.00 = \$	-		
Box Culvert	EA.	@ \$ 15,000.00 = \$	-		

9.C.

Agenda
11-12-19



TOWN OF HUDSON

Land Use Division



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6008 · Fax: 603-594-1142

RECEIVED

OCT 28 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

INTEROFFICE MEMORANDUM

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima P.E., Town Engineer

DATE: October 24, 2019 *E20*

RE: Street Acceptance
Orchard Park Lane (1,280 linear feet)

The Engineering Department has received a street acceptance request from KLN Construction to accept the road listed above. Enclosed please find the following:

1. Recommendations from Fire Chief, Police Chief, Director of Public Works, Town Planner, Town Engineer and Planning Board
2. Street Acceptance Application
3. Two year cash maintenance bond
4. As-Built plans

The developer has provide \$29,664.90 bond for the two- (2) year maintenance period. Public Works and Engineering Department has inspected the road and recommends acceptance at this time.

Motion:

To accept Orchard Park Drive as a Town road.

APPLICATION FOR ACCEPTANCE OF A DEDICATED ROAD AS A TOWN ROAD

DATE: SEPT 14TH 2018

NAME OF ROAD: ORCHARD PARK LANE

NAME OF APPLICANT/AGENT: KLN CONSTRUCTION

APPLICANT ADDRESS: 70 Bridge Street, Unit 1

Pelham, NH 03076

TELEPHONE: 603-635-0807

COMPLETED APPLICATION FORM TO INCLUDE:

LOCATION OF ROAD: Attach three (3) copies of the approved subdivision plan and indicate the length of road for which acceptance is being requested.

LENGTH OF ROAD: 1280 LF' Feet, +/-

STATEMENT OF DEDICATION: H.C.R.D. Plan Number: # 39041 DL 181

H.C.R.D. Book and Page Number which references deed or other instrument dedication road to public use: See attached Warranty Deed, KLN Construction Co., INC. to Town of Hudson

Attach three (3) copies of deed or other instrument.

STATEMENT OF APPLICANTS' INTEREST IN HAVING ROAD ACCEPTED:

Construction recently completed pursuant to Town's outline;

Applicant requests street acceptance pursuant to original intent of "Orchard at Nottingham" Definitive Subdivision Plan.

FEE (\$50.00): PAID; YES X NO _____

RECEIPT NO. _____ RECEIVED BY: _____

Printed
 10/02/2018
 1:38PM
 Created
 10/02/2018
 10:48 AM

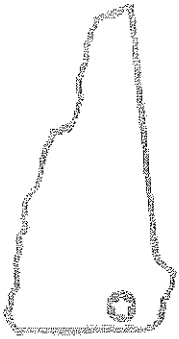
Transaction Receipt

Receipt# 523,469
 dstickney

Town of Hudson, NH
 12 School Street
 Hudson, NH 03051-4249

	<u>Description</u>	<u>Current Invoice</u>	<u>Payment</u>	<u>Balance Due</u>
1.00	Street Acceptance Application fee - Orchard Park Lane			
	Street Acceptance	0.00	50.0000	0.00
			Total:	50.00

<u>Remitter</u>	<u>Pay Type</u>	<u>Reference</u>	<u>Tendered</u>	<u>Change</u>	<u>Net Paid</u>
Lampert, Hausler & Rodman, P.C.	CHECK	14365	50.00	0.00	50.00
			Total Due:		50.00
			Total Tendered:		50.00
			Total Change:		0.00
			Net Paid:		50.00




TOWN OF HUDSON

Highway Department



3 Constitution Drive Hudson, New Hampshire 03051 603-886-0618 Fax 603-894-1113

To: Elvis Dhima, Town Engineer

From: Jess Forrence Public Works Director 

Date: August 27, 2019

Re: Street Acceptance, Orchard Pane Lane

Public Works has completed the walk through and the underground inspection and find no reason not to accept Orchard Park Lane as a town street.

Police



TOWN OF HUDSON
Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief *WMA*
Rob Buxton, Fire Chief
Brian Groth, Town Planner

FROM: Elvis Dhima, P.E., Town Engineer

DATE: August 15, 2019

RE: Street Acceptance – Orchard Park Lane (1,280 linear feet)

Attached please find the Application for Street Acceptance for Orchard Park Lane on behalf of KLN Construction. I am also attaching a copy of the As-Built Plan for your review.

Please review this application and indicate your approval by initialing this memo and return it to the Engineering Department.

I have reviewed this application on behalf of the Engineering Department, and I support the acceptance of this road.

Thank you.

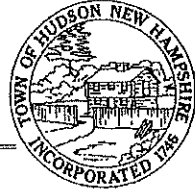
\\hd-filesrvth\Engineering\$\Private Developments\Gowing Road - Subdivision\Street acceptance\P-F-DPW-PL Memo Orchard Park Lane Acceptance.doc



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



Emergency 911
Business 603-886-6021
Fax 603-594-1164

Robert M. Buxton
Chief of Department

TO: Elvis Dhima
Town Engineer

FR: Robert M. Buxton
Fire Chief

RMB

DT: August 21, 2019

RE: Street Acceptance

The Fire Department has reviewed the following streets and finds no outstanding issues;

- Rebecca Circle
- Orchard Park Lane

Should you have any further questions please feel free to contact me.



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Jess Forrence, Public Works Director
William Avery, Police Chief
Rob Buxton, Fire Chief
Brian Groth, Town Planner *BG 8/22/19*

FROM: Elvis Dhima, P.E., Town Engineer

DATE: August 15, 2019

RE: Street Acceptance – Orchard Park Lane (1,280 linear feet)

Attached please find the Application for Street Acceptance for Orchard Park Lane on behalf of KLN Construction. I am also attaching a copy of the As-Built Plan for your review.

Please review this application and indicate your approval by initialing this memo and return it to the Engineering Department.

I have reviewed this application on behalf of the Engineering Department, and I support the acceptance of this road.

Thank you.

\\hd-filesrvth\Engineering\$\Private Developments\Gowing Road - Subdivision\Street acceptance\P-F-DPW-PL Memo Orchard Park Lane Acceptance.doc



**TOWN OF HUDSON
PLANNING BOARD**

NOTICE OF APPROVAL



12 School Street

Hudson, New Hampshire 03051

603/886-6008

October 15, 2019

Owner or Applicant: K.L.N. CONSTRUCTION CO. INC.
70 BRIDGE STREET, UNIT 1
PELHAM, NH 03076

On Wednesday, October 9, 2019 the Hudson Planning Board heard subject case
"Orchard Park Lane Street Acceptance Surety".

SUBJECT: PURPOSE OF PETITION: TO RELEASE A \$29,664.90 CASH SURETY
FOR ORCHARD PARK LANE, HUDSON, NH, AND REPLACE WITH
A TWO-YEAR MAINTENANCE BOND IN THE AMOUNT OF
\$29,664.90.

LOCATION: ORCHARD PARK LANE, MAP 231/LOT 053

You are hereby notified of the subject surety release request presented before the
Planning Board and the following action:

The Planning Board voted release the cash surety of \$29,664.90 for Orchard Park Lane,
Hudson, NH, and replace with a two-year maintenance bond in the amount of \$29,664.90.

Signed: _____

Brian Groth
Town Planner

Date: _____

10/15/19

WARRANTY AND RELEASE DEED

K.L.N. CONSTRUCTION COMPANY, INC., a Massachusetts corporation having a principal place of business at 70 Bridge Street, Pelham, Hillsborough County, New Hampshire, for consideration paid,

grants to **THE TOWN OF HUDSON**, a New Hampshire municipal corporation with a mailing address of c/o Town Hall, 12 School Street, Hudson, Hillsborough County, New Hampshire 03051

with **WARRANTY COVENANTS**

A certain tract or parcel of land shown as Stonewall Drive but now known as "Orchard Park Lane" on a plan of land entitled "Definitive Subdivision Plan, Orchard at Nottingham", Gowing Road, Hudson, New Hampshire", dated September 16, 2014 by Meisner Brem Corporation, 202 Main Street, Salem, NH, recorded at the Hillsborough County Registry of Deeds as Plan No. 39041 to which reference is made and being more particularly bounded and described as follows:

SEE EXHIBIT A attached hereto

Executed as a sealed instrument this 2 day of October, 2018.

K.L.N. CONSTRUCTION CO., INC.

By: Karen L. Nicolls
Karen L. Nicolls, President and Treasurer

STATE OF NEW HAMPSHIRE

Hillsborough, ss:

October 2, 2018

On this 2 day of October, 2018, before me, the undersigned notary public, personally appeared KAREN L. NICOLLS as she is the President and Treasurer of K.L.N. Construction Co., Inc., proved to me through satisfactory evidence of identification, which was a NH Driver's license, to be the person whose name is signed on the preceding or attached document, and who swore or affirmed to me that she signed the same freely and voluntarily as President and Treasurer on behalf of said corporation.

Regina M Malloy
Notary Public:
My commission expires:

REGINA M. MALLOY, Notary Public
My Commission Expires September 17, 2019

Orchard Park Lane - A

beginning at a stone bound on the Northeasterly side of Gowing Road;
thence with a curve turning to the right with an arc length of 36.63', with a radius of 30.00', with a chord bearing of N09°27'12"E, with a chord length of 34.40', to a stone bound;
thence N44°26'04"E a distance of 81.78' to a stone bound;
thence with a curve turning to the right with an arc length of 110.41', with a radius of 175.00', with a chord bearing of N62°30'33"E, with a chord length of 108.59';
thence N80°35'02"E a distance of 87.60' to a stone bound;
thence with a curve turning to the left with an arc length of 571.03', with a radius of 310.00', with a chord bearing of N27°48'48"E, with a chord length of 493.66';
thence N24°57'26"W a distance of 282.78' to a stone bound';
thence with a curve turning to the right with an arc length of 46.36', with a radius of 50.00', with a chord bearing of N01°36'28"E, with a chord length of 44.72', to a stone bound;
thence with a reverse curve turning to the left with an arc length of 374.71', with a radius of 75.00', with a chord bearing of S65°02'34"W, with a chord length of 90.00', to a stone bound;
thence with a reverse curve turning to the right with an arc length of 46.36', with a radius of 50.00', with a chord bearing of S51°31'20"E, with a chord length of 44.72';
thence S24°57'26"E a distance of 282.78' to a stone bound;
thence with a curve turning to the right with an arc length of 478.93', with a radius of 260.00', with a chord bearing of S27°48'48"W, with a chord length of 414.03';
thence S80°35'02"W a distance of 87.60' to a stone bound;
thence with a curve turning to the left with an arc length of 141.96', with a radius of 225.00', with a chord bearing of S62°30'33"W, with a chord length of 139.62';
thence S44°26'04"W a distance of 28.29' to a stone bound;
thence with a curve turning to the right with an arc length of 63.94', with a radius of 30.00', with a chord bearing of N74°30'30"W, with a chord length of 52.51', to a stone bound;
thence S13°27'04"E a distance of 63.20';
thence S25°31'39"E a distance of 66.15' to a stone bound;
which is the point of beginning,
having an area of 75,734 square feet, 1.739 acres, being more or less.



NORTH SHORE BANK

Credit No: 47196268
Amended Irrevocable Standby
Letter of Credit
Date and Place of Expiry:
September 15, 2021
North Shore Bank
248 Andover Street
Peabody, MA

September 3, 2019

Planning Board
Town of Hudson, NH
12 School Street
Hudson, NH 03051

Account Party:
K.L.N. Construction Co. Inc.
70 Bridge Street, Unit 1
Pelham, NH 003076-3419

Beneficiary:
Town of Hudson
Hudson, NH 03051

Amount:
\$29,664.90

Re: Subdivision of land in Hudson, NH
for land on Gowing Street (a/k/a
Stonewall Drive) Orchard at
Nottingham Subdivision

Dear Planning Board:

By this document, North Shore Bank (hereinafter "issues") hereby issues an Irrevocable Letter of Credit in the amount of \$29,664.90 (Twenty Nine Thousand Six Hundred Sixty Four Dollars 90/100) to the Town of Hudson on behalf of K.L.N. Construction Co., Inc. (hereinafter "developer"). This Irrevocable Letter of Credit is issued to guarantee completion of all improvements required by the Hudson Planning Board and the Town of Hudson Subdivision and/or Site Plan Review Regulations in conjunction with a plan entitled "Orchard at Nottingham in Hudson, NH for K.L.N. Construction" dated 01/20/15 prepared by Meisner Brem Corporation and approved by the Hudson Planning Board on 01/20/15.

It is understood that the improvements guaranteed by this Irrevocable Letter of Credit, include, but are not limited to the following: Road Improvements to Gowing Street (A/K/A Stonewall Drive) as described in the Road Guarantee Estimate worksheet dated 08/30/16.

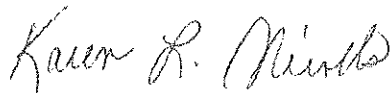
It is agreed and understood by the issuer of this Letter of Credit that it shall be extended for a period of 24 Months. If all improvements guaranteed by this Letter of Credit are not completed by 9/15/2021 and if a certificate indicating completion of all improvements have not been issued by the Town Engineer or such other individuals as the Town of Hudson shall designate, then this Letter of Credit shall be automatically considered to have been called and without further action of the Town of Hudson or its Planning Board, North Shore Bank shall forthwith forward a check in the amount of \$29,664.90 to the Treasurer of the Town of Hudson, the funds go forwarded to the Town Treasurer shall be used exclusively for the purpose of completing the improvement which are guaranteed by this Letter of Credit. Any funds not needed by the Town to complete improvements required by the Subdivision and/or site plan referred to above shall be returned to North Shore Bank.

Sincerely,



Peter D. Fenn
Senior Vice President

I have read this Letter of Credit and agree to its terms:



Karen L. Nicolls
President and Treasurer
K.L.N. Construction Co., Inc.

9.D. *A. J. J.*
11-12-19



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer *EZD*
Jess Forrence, Public Works Director

DATE: November 5, 2019

RE: Transfer Station Upgrades for FY21 Operational Budget

RECEIVED
NOV 07 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

The Town transfer station is in need of upgrades related to compliance and efficiency. The Board of Selectmen recently requested that an estimate be provided for these upgrades. Town staff visited the City of Dover Recycling Facility, see Appendix A, and we were informed that the facility was constructed approximately 15 years ago and no applicable plans could be found to our benefit.

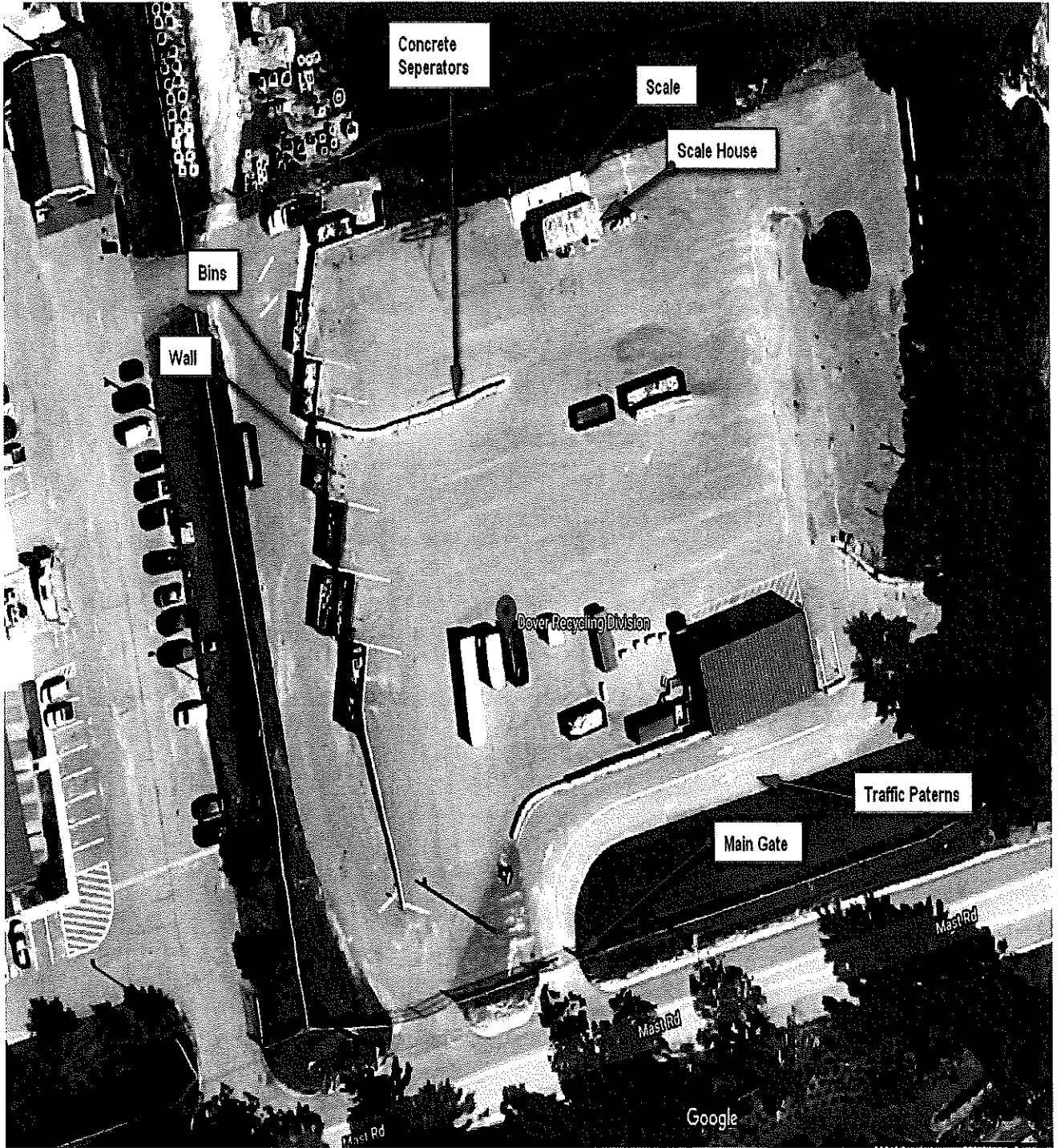
We had a field meeting recently with one of our consultants that provided us with an engineering services estimate related to current and future transfer station updates, see Appendix B. The engineering services will include the following:

1. Site Survey
2. Preliminary Layout
3. Master Plan (including wall, future weight scale and overall traffic flow of the site)
4. Structural Design and Final Layout
5. Permitting
6. Technical Specification related to construction bid

The above listed engineering services related to the transfer station upgrades are recommended by the Public Works Director and Town Engineer.

Motion:

To request that the Budget Committee add \$40,000 for engineering services, related to the transfer station upgrades, to the FY21 Budget into Account #: 5515-224, Public Works Facility, Building Maintenance.



Other Assumptions

- Based on preliminary measurements, we do not believe the project will exceed the NHDES-Alteration of Terrain permit threshold of 100,000 square feet of disturbance.
- This budgetary estimate does not include an estimate for bidding assistance.
- It is assumed that zoning or planning board applications will not be required.
- Based on visual observations, it does not appear that wetlands permitting will be required for this project, but we recommend having a wetland scientist confirm.
- We are not carrying a budget for construction administration, review of shop drawings, or site visits during construction. These would be provided for future scope and budgets associated with construction based on the final project requirements.

Summary:

Budgetary costs for completing Tasks 1 through 5 are presented below:

Task	Estimated Cost
1. Preliminary Info and Site Survey	\$10,500
2. Preliminary Site Layout	\$7,000
3. Master Plan	\$7,000
4. Structural Design and Final Layout	\$7,500
5. Permitting	\$4,000
6. Technical Specifications	\$4,000
TOTAL	\$40,000

If you have any additional questions or comments, please do not hesitate to contact me at (603) 627-0708 or asandahl@cmaengineers.com

Very truly yours,
CMA ENGINEERS, INC



Adam J. Sandahl, P.E., BCEE
Project Manager



Paul D. Schmidt, P.E.
Vice President

AJS/PDS:kao

Cc: Jess Forrence, Town of Hudson (email)
Enclosures: CMA Engineers Qualifications Statement and Project Sheets for Similar Projects

CMA ENGINEERS' CORE CAPABILITIES



CONSTRUCTION SERVICES

- ◆ Contract Documents and Specifications
- ◆ Bidding Assistance
- ◆ Contract Administration
- ◆ Owner Representation
- ◆ Resident Engineering
- ◆ Inspections
- ◆ Quality Assurance Programs
- ◆ Coordination of Materials Testing



DESIGN / BUILD

- ◆ Project Scoping
- ◆ Conceptual Design
- ◆ Preparation of Design/Build Contract Documents
- ◆ Engineering Review
- ◆ Design/Build Contract Administration



ROADWAY/TRANSPORTATION ENGINEERING

- ◆ Roadway Intersection Design
- ◆ Traffic Engineering
- ◆ Bicycle and Pedestrian Facilities
- ◆ Drainage Analysis & Design
- ◆ Urban Reconstruction
- ◆ Streetscape Design
- ◆ Rural Roadway Design
- ◆ Utility Design & Relocation
- ◆ DOT Coordination & Planning
- ◆ Pavement Engineering & Management
- ◆ Construction Administration & Resident Engineering



PARKS AND RECREATION FACILITIES

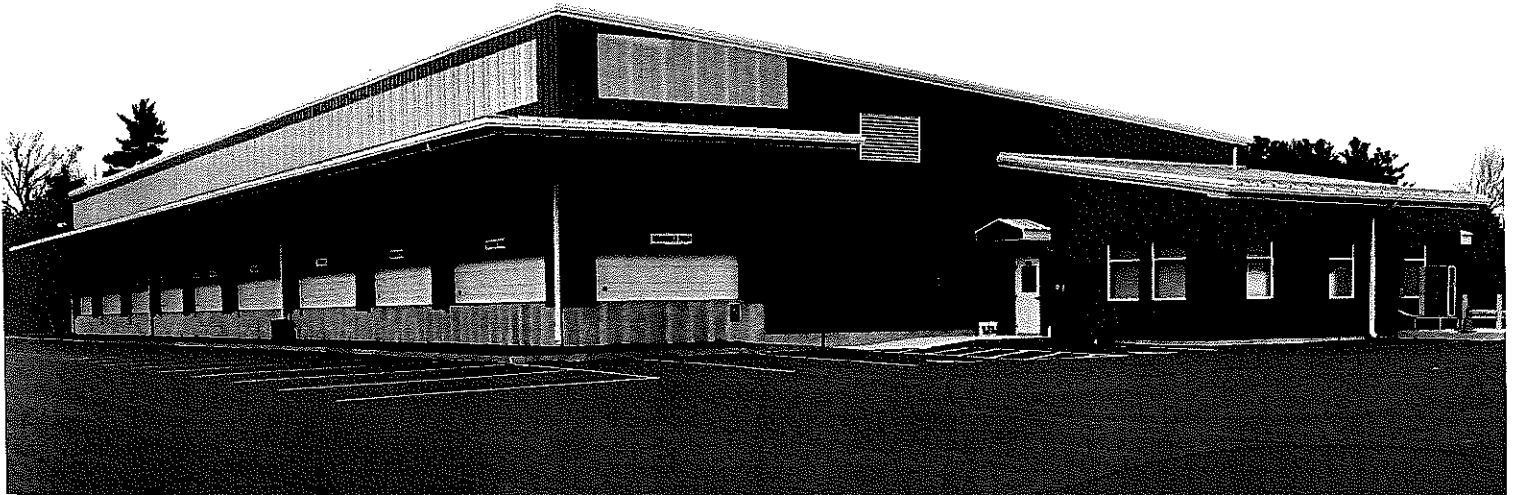
- ◆ Feasibility Studies
- ◆ Site Evaluation and Planning
- ◆ Permitting
- ◆ Environmental Assessments & Site Re-Use

CMA Engineers, Inc.

35 Bow Street
Portsmouth, NH 03801
Tel: (603) 431-6196
Fax: (603) 431-5376

Langer Place
55 South Commercial Street
Manchester, NH 03101
Tel: (603) 627-0708
Fax: (603) 627-0746

TEN Free Street
Portland, Maine 04101-4865
Tel:(207) 541-4223
Fax: (207) 541-422



Solid Waste Transfer and Recycling Facility Derry, NH

CMA Engineers was the design engineer for Hutter Construction on the design/build for the Town of Derry, NH Transfer Station and Recycling Facility. The facility and site layout were designed to accommodate the Town's request for residential and limited commercial drop-off of source separated recyclables of municipal solid waste (MSW), baling of recyclables and transfer of MSW, plus office space. The facility was designed for flexibility to transfer recyclables should the Town change methods of management of recyclables in the future.

The site was designed to accommodate peak Saturday residential traffic, provide operations during construction, and to coordinate with other solid waste/recycling operations at the site including C&D, scrap metal, leaf and yard waste, and multiple special wastes. Preliminary layout of the facilities was completed in the fall of 2014 and final design was completed in May 2015 and construction was completed in January 2016.



SOLID WASTE

Client:

Hutter Constuction as
Design-Build Contractor
to the Town of Derry, NH

Engineering Services:

Permitting
Preliminary Design Layout
Final Design – Civil Site
and Structural
Construction Services

Period of Service:

2014 - 2016

Key Personnel:

Paul Schmidt, P.E.
Project Manager

Adam Sandahl, P.E.
Civil

Robert Grillo, P.E.
Geotechnical

Project Construction Cost:
\$2,600,000

Project Contact

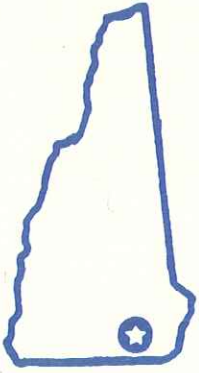
Mike Fowler
Public Works Director
Town of Derry
(603) 432-6144

CMA
ENGINEERS
pursue excellence

TOWN OF HUDSON

Public Works

9.E. Agenda
11-12-19



2 Constitution Drive Hudson, New Hampshire 03051 603/886-6018 Fax 603/594-1143




RECEIVED

NOV 07 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

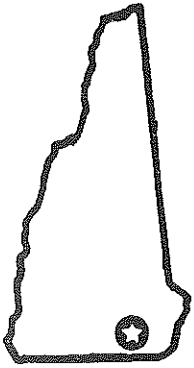
To: Steve Malizia Town Administrator

From: Jess Forrence Public Works Director 

Date: November 7th 2019

RE: Information and Discussion on upgrading all street lights town wide.

I would like make a short presentation to the Board of Selectmen regarding replacing all of the existing street lights in Town with LED fixtures. I have met with Affinity LED Lighting of Dover NH and appears that the savings to the Town could be substantial.



TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051

9.F.

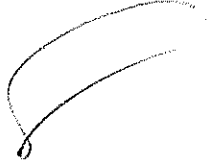
Agenda
11-12-19



Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator



Date: November 7, 2019

Re: Hudson Speedway Practice Date Request

Attached please find a request from Ben Bosowski, owner of the Hudson Speedway, requesting the Board of Selectmen's permission to conduct a touring practice day at the Hudson Speedway on either November 17, 2019 (Sunday) or November 18, 2019 (Monday). This is not a race and thus will have no spectators. Mr. Bosowski will be in attendance to answer any questions regarding his request.

Motion: To allow the Hudson Speedway to conduct a touring event practice day on
_____.

Should you have any questions or need additional information, please feel free to contact me.



Bosowski Racing, LLC
40 Temple Street
Nashua, NH 03060
(603)882-2702
bosowskiracing@gmail.com

RECEIVED

NOV 06 2019

**TOWN OF HUDSON
SELECTMEN'S OFFICE**

November 6, 2019

Town of Hudson
12 School Street
Hudson, NH 03051

RE: Practice Date Request

To whom it may concern,

I am writing to request a touring event practice day to be held at the Hudson Speedway located at 120 Old Derry Road, Hudson, New Hampshire. The day we request can be either November 17, 2019 or November 18, 2019. We would only need five (5) hours out of the day for the practice.

Please note that this is just a practice, we are not having a race at the track for these dates.

Please let me know as soon as possible.

Thank you,

Ben Bosowski
Owner



TOWN OF HUDSON

9.6.

Police Department

Partners with the Community

1 Constitution Drive, Hudson, New Hampshire 03051
Voice/TTY (603) 886-6011/Crime Line (603) 594-1150/Fax (603) 886-0605



William M. Avery, Jr.
Chief of Police

Captain Tad K. Dionne
Operations Bureau

Captain David A. Cayot
Administrative Bureau

RECEIVED
NOV 07 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

To: The Board of Selectmen
Steve Malizia, Town Administrator

From: William M. Avery, Chief of Police *WMA*

Date: 07 November 2019

Re: Agenda Item – 12 November 2019

Scope:

The Hudson Police Department would like to meet regarding the approval to acquire a vehicle from Colonial Ford utilizing drug forfeiture funds. The vehicle is to replace the current department assigned SNHSOU SWAT van. The existing van does not meet the minimum requirement of safe seating for the transport of the 8 officers assigned for this specialized unit.

Recommendation:

The Hudson Police Department is recommending the Board of Selectmen accept the acquisition of the vehicle with drug forfeiture funds.

Motion:

To accept the purchase of the vehicle from Colonial Ford for the Hudson Police Department.

To waive the Bid process and approve the purchase of a 2020 Transit wagon from Colonial Ford in the amount of \$40,220.25 with funds to come from the Police Forfeiture Fund to replace the SWAT van.





Estimate

Date: 10/24/2019

Customer ID: Hudson NH PD

Salesperson: Mike Chase

508-280-6603

TO: Hudson Police Department
 Attn: Sgt. Roger Lamarche
 1 Constitution Dr.
 Hudson, NH 03051
 603-816-2249

Price Per VEH98 State Contract

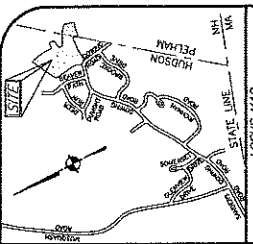
Qty	Item #	Description	Unit Price	Line Total
1.00	X9C	2020 Transit Wagon T-350 148" WB Med Roof XL AWD	\$ 38,450.00	\$ 38,450.00
1.00	UM	Agate Black Metallic	\$ 194.00	\$ 194.00
1.00	544	Long-Arm Manual Folding Heated Mirrors	\$ 213.40	\$ 213.40
1.00	68J	Extend Length Running Boards Covers A-B Pillars	\$ 635.35	\$ 635.35
1.00	92E	Privacy Glass	\$ 654.75	\$ 654.75
1.00	86F	2 Additional Keys	\$ 72.75	\$ 72.75
				\$ -
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Special Instructions:

Custom or Special Orders are Non-Refundable
 This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.
 Estimate is Based on Current Information From Client About the Project Requirements
 Actual Cost May Change Once Project Elements are Finalized

Subtotal	\$40,220.25
Sales Tax	
Grand Total	\$40,220.25

Thank you for your business



NOTES:

1. THE SCALE OF THIS PLAN IS 1/4" = 10' UNLESS OTHERWISE SPECIFIED.
2. THE TOTAL AREA OF THE ORCHARD PARK LANE IS 73.24 ACRES, OR 1.74 ACRES LESS THE SMALL AREA ON LEFT.
3. THIS PLAN IS BASED UPON AN ACTUAL FIELD SURVEY PERFORMED BY THIS OFFICE IN SUMMER 2016.
4. HORIZONTAL DATUM IS NAD83. VERTICAL DATUM IS NAVD83.

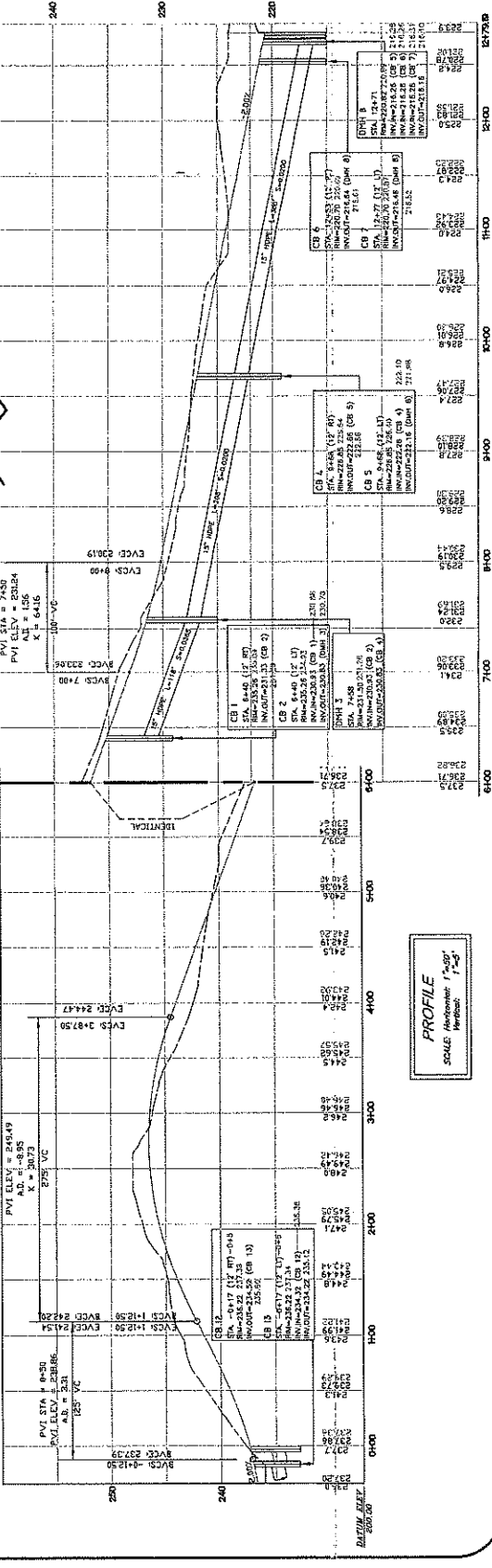
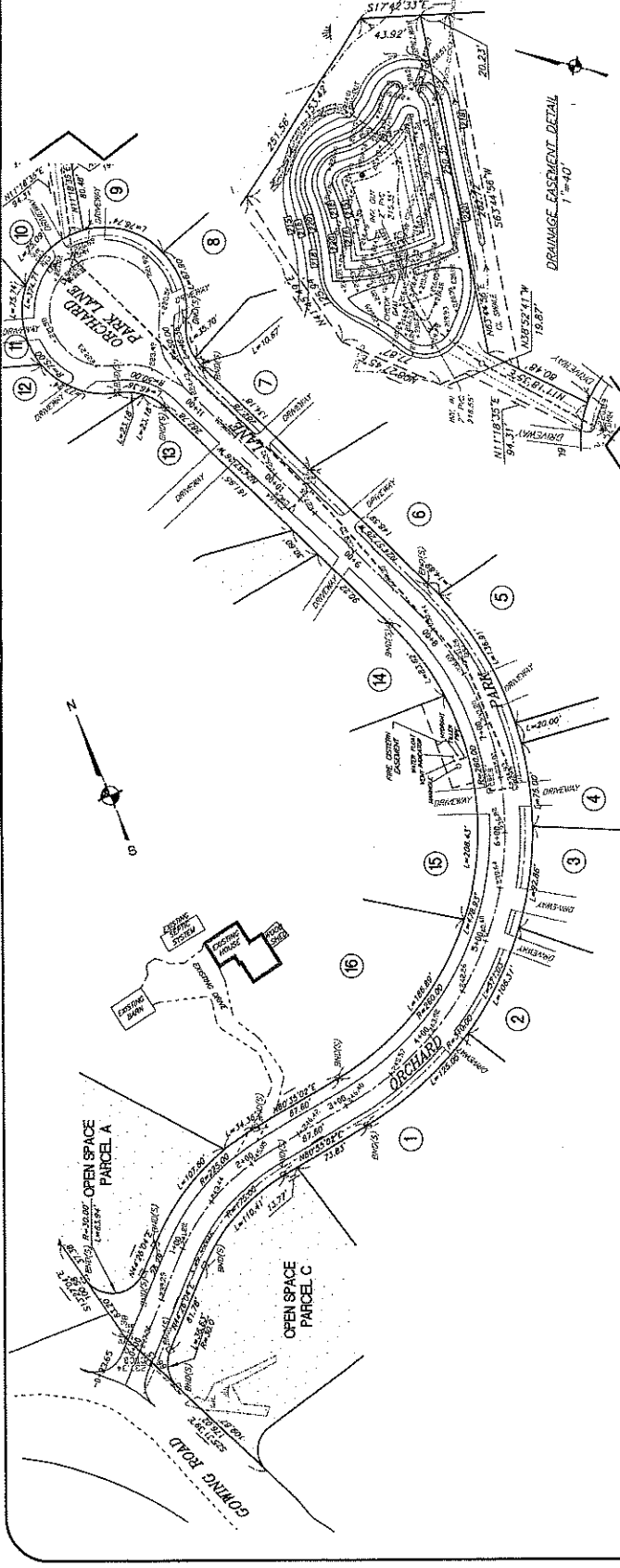
AS-BUILT STATEMENT:
 MEISNER BREW CORP. HAS NOT ASKED TO BE THE CONTRACTOR OF ORCHARD PARK LANE. THE TOWN OF HUDSON ENGINEERING DEPARTMENT APPROVED ROUTING PERMITTING THROUGHOUT SURVEY DETAIL HEREON. WE CAN GUARANTEE THAT THE HORIZONTAL AND VERTICAL DATA ON THIS PLAN CONFORM TO THE APPROVED PROJECT PLANS.

ROADWAY AS-BUILT PLAN
"Orchard at Nottingham"
 HUDSON, NEW HAMPSHIRE
 ASSessor's MAP 231 / LOT 053
 WILSON CONSTRUCTION CO.
 79 BRIDGE ST.
 PELHAM, NH 03076

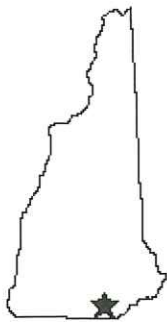
SEPTEMBER 28, 2018

SCALE: 1"=50'

MEISNER BREW CORPORATION
 100 STATE STREET, SUITE 100
 PELHAM, NH 03076
 PROJECT NO. 18-001
 DRAWING NO. 18-001-01



(3)



TOWN OF HUDSON FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

9.H. Agenda 11-12-19



Emergency 911
Business 603-886-6021
Fax 603-594-1164


Robert M. Buxton
Chief of Department

RECEIVED

NOV 05 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

TO: David S. Morin
Chairman

FR: Robert M. Buxton 
Fire Chief

DT: November 5, 2019

RE: BOS Public Agenda, November 12, 2019

The attached documents from Motorola Solutions covers the Console System (Phase 1) of the Town Wide Radio system upgrade supported by the Board of Selectmen in July 2019.

Phase 1 of this radio project will encompass and include the following;

- MCC 7500E console system and K2 Core
- APX Consolettes
- MCD 5000 Deskset System
- Enhanced CCGW's (Conventional Channel Gateways)
- Components need to implement the Simulcast RF System that is part of Phase II

The costing for phase 1 has come in at \$659,000 for the sections noted above. We are continuing to identify the cost of Tower construction that is the second part of phase 1. As you are aware, the intention was to fund phase one from the Communication Equipment and Infrastructure Reserve Fund. We would ask you to authorized the utilization of this funding as outlined in the funding plan for this project during the August 13, 2019 Board of Selectmen's meeting.

This contract will officially kick off the construction phase of this project and we are looking forward to the impact this will have on our Town Wide radio communication program.

We have included a copy of the complete document for phase 1. The costing is covered under section 5 of the proposal and the remainder deals with the system overview, statement of work, acceptance testing and warranty.

The purchase order before you is a direct purchase from Motorola Solutions. This would mean that this is a sole source proposal. We would further ask that Board of Selectmen waive the requirements of Chapter 98-7 Bidding Procedure of the Hudson Town Code for the purpose of contracting phase 1 of the Town of Hudson Radio Communications upgrade.

Additionally, we have forwarded Attorney David LeFevre a copy of the contract for phase 1 for his review prior to the execution of this project.

If you should have any questions regarding the system, funding or phasing of the project please contact me.

Motion:

- 1. Waive Chapter 98-7 Bidding Procedure of the Hudson Town code for the purpose of completing phase 1 of the Town of Hudson Radio Communication System upgrade.**
- 2. Authorize the Town of Hudson Fire Department to award the purchase phase 1 of the Town of Hudson Radio System upgrade to Motorola Solutions with funding to be taken from the Communications Equipment and Infrastructure Capital Reserve Fund in an amount of \$659,000.00**

TOWN OF HUDSON, NEW HAMPSHIRE

CONSOLE SYSTEM - PHASE I

OCTOBER 3, 2019

The design, technical, and price information furnished with this proposal is proprietary information of Motorola Solutions, Inc. (Motorola). Such information is submitted with the restriction that it is to be used only for the evaluation of the proposal, and is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the proposal, without the express written permission of Motorola Solutions, Inc.

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Motorola Solutions, Inc.
500 West Monroe Street.
Chicago, IL 60661
USA

Telephone: +1 847 576 5000
Fax: +1 847 538 6020

October 3, 2019

Chief Robert Buxton
Hudson Fire Department
Town of Hudson
39 Ferry Street
Hudson, NH 03051

Subject: Communications Upgrade/Phase 1

Dear Chief Buxton:

Motorola Solutions, Inc. ("Motorola Solutions") is pleased to have the opportunity to provide the Town of Hudson with quality communications equipment and services. Motorola Solutions has developed the enclosed solution to address the product reliability and end of life issues of the existing communications and dispatch system.

To address the end of life and reliability issues, Motorola Solutions' solution is including a combination of hardware, software, and services. Specifically, the solution for Phase 1 of the project is for the following:

- MCC 7500E console system and K2 Core
- APX Consolettes
- MCD 5000 Deskset System
- Enhanced CCGW's(Conventional Channel Gateways) Type text here
- Components required for the implementation of the Simulcast RF System (Phase II) have also been included.

This proposal consists of this cover letter and the following written proposal document. The Town of Hudson can sign the Communications System Agreement or a purchase order can be made out to Motorola Solutions. Alternatively, Motorola Solutions would be pleased to address any concerns the Town of Hudson may have regarding the proposal. Any questions can be directed to your Motorola Solutions Account Executive, Scott Cruikshank @ (978)270-5505.

We thank you for the opportunity to furnish you with this proposal.

Sincerely,

Michael Sheridan

Michael Sheridan
Area Sales Manager
Motorola Solutions Sales and Services, Inc.

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SECTION 1

SYSTEM DESCRIPTION

1.1 SYSTEM OVERVIEW

Motorola Solutions is proposing an LMR system for the Town of Hudson consisting of the following subsystems:

- A Redundant Master Core system (K2 Core).
- An MCC 7500E Console system consisting of five (5) operator positions along with MKM Alias Manager, Config Manager, and MCN 8000 System for Comparator display and control.
- APX Consolettes for enabling recording and backup operations.
- An MCD 5000 Deskset system.
- Certain components required for the implementation of the Simulcast RF System (Phase II) have also been included.

In addition, Enhanced Conventional Channel Gateways (CCGW) have been included to interface the consolettes or any other local conventional resources with the proposed Console system.

Proposed system consists of the following:

- **Central Station** – K2 Core and Dispatch Site along with Consolettes and MCD desksets.
- **Police Headquarters** – Console site with Consolettes and MCD Desksets.

Additionally, the following equipment at the following sites has been included and will be used in Phase II implementation of the project i.e. the Simulcast RF system.

- **Central Station** – RFDs required for the Simulcast system as well as the antenna systems.
- **Police Headquarters** – Multicoupler and the Antenna Systems.
- **Merril Hill Site** – Networking equipment such as router and switches.
- **Alvirine School Site** – Networking equipment such as router and switches.
- **Griffin Road Site** - Networking equipment such as router and switches.
- **Black Forest Site** - Networking equipment such as router and switches.

A description of the features, benefits, system architecture, and hardware components are provided in this system description.



1.2 K-CORE AND DISPATCH CONSOLE SYSTEM

The proposal includes the equipment for the redundant K-Core, four (5) MCC 7500E console positions. The K-Core equipment will be located at the Police Dispatch center.

1.2.1 K-Core

The ASTRO 25 K-Core is a scalable and virtualized core which provides an adaptable and affordable platform for mission critical wireless communications. The K-core is targeted at small capacity conventional customers who require an ASTRO25 conventional only system. The K-core allows customers to interface conventional channels to an IP-based MCC 7500E Console, provides a migration path for customers with fielded Motorola Solutions Conventional solutions, and allows the flexibility for customers to join a larger system in the future while maximizing their equipment investment.

1.2.2 G-Series Site Equipment

1.2.2.1 GCP 8000 Conventional Site Controller

The GCP 8000 Conventional Site Controller provides mission critical call processing and mobility management throughout the ASTRO 25 Conventional System. The GCP 8000 interfaces via multiple Ethernet LAN switches, and provides access to the packet switched network via the Core Gateway. The GCP 8000 is capable of supporting the full set of dispatch consoles, archiving interface servers, and conventional gateways. Two (2) GCP 8000 units will be located at the K2 (redundant) Core.

The GCP 8000 is responsible for:

- Fault management for the GCP 8000.
- Processing conventional call requests from the conventional gateway or from the console.
- Assigning the multicast groups for conventional calls.
- Issuing a call grant to the requestor.
- Issuing a beginning of mobile transmission to the consoles (with alias information).
- Arbitration between multiple radios and/or consoles vying for the same channel.
- Processing an end of call.
- Acknowledge subscriber signaling calls (e.g. Emergency).
- Distributes subscriber signaling to affiliated consoles.
- As well as other conventional voice call processing.

1.2.3 Core Site Gateway

In a K-core, the site gateway combines the functions of core and gateway routers. It handles LAN traffic within the core site and provides an interface between the core and the customer network via backhaul switch when applicable. The core gateway performs the routing control of audio, data, and network management traffic in and



out of the zone, replicating packets while achieving the fast access levels required by real-time voice systems.

1.2.4 Ethernet Backhaul Switch

The Ethernet Backhaul Switches provide customers an Ethernet backhaul solution for connectivity to the site.

1.2.5 LAN Switch

The LAN switch aggregates all the Ethernet interfaces for gateways, controllers and routers.

1.2.6 Configuration Manager

The Configuration Manager provides the ASTRO 25 conventional system a single interface to configure consoles, gateways, subscriber information, channel tables, aliases, and the logging server. The Configuration Manager maintains data versioning/synchronization and tracks configuration changes through both full and delta downloads showing progress and history status.

Sometimes the best location for a base station prevents communication by phone lines. In this scenario, the Remote Access/Remote Transmit Ear and Mouth (E&M) Keying allows a remote console, using either an RF link or a microwave link, to control the base radio.

Main/Alternate Channel Pairing provides an alternative station interface for a conventional channel. The console shows one logical control window for the channel, but physically includes a main and an alternative interface.

Note: This channel pairing provides an alternate interface in case of a failure.

Additionally, Main/Alternate Channel Pairing provides the ability to have a main and alternate base station. The channels comprising the Main/Alternate Channel Pair may be at the same or different RF or console sites.

1.2.7 MKM 7000 Console Alias Manager

The MKM 7000 Console Alias Manager (CAM) provides a local management interface for creating, editing, and distributing the Unit ID Aliases used on the MCC 7500E Dispatch Console, MCC 7100 IP Dispatch Console, and Archiving Interface Server (AIS) Logging device. The CAM allows agencies sharing a radio system to manage the aliases used on their consoles and logging recorders independently of the centralized system aliases.

1.2.8 MCC 7500E Dispatch Console Overview

The Motorola Solutions MCC 7500E Dispatch Console is a mission critical IP high-tier wireline console for use on Motorola Solutions' ASTRO 25 systems. It offers scalable capacity and flexible deployment options and is a software-based dispatch console that requires no external hardware connections (no VPM) to perform



dispatch operations. Audio Vocoding is performed within the Windows® operating system.

It features an intuitive, easy-to-use Graphical User Interface (GUI) that runs under a Microsoft Windows® operating system, utilizing the industry standard PC platform. MCC 7500E's highly recognizable icons are designed to reduce user training time, and allow dispatchers to manage information more productively.

With scalable resource capacity choices and a variety of options including End-to-End Encryption, External Phone Interface, and an Enhanced IRR, customers are able to set features and capacity at the optimal price point to meet their needs.

The MCC 7500E Dispatch Console offers the flexibility to be deployed at a console site within the ASTRO 25 radio network or outside of the ASTRO 25 radio network. The MCC 7500E Dispatch Console includes the features expected in a high tier Console including Emergency and Console Priority and offers a choice of Motorola Solutions or COTS accessories.

Proposed configuration includes the following:

Two (2) MCC 7500E Operator positions located at Dispatch Center at Central Station Site.

- Three (3) MCC 7500E Operator positions located at Dispatch Center at Police Headquarters.

1.2.8.1 MCC 7500E Console Site Architecture

The MCC 7500E Dispatch Console system consists of a family of products that work together through the ASTRO 25 system IP network to enable dispatchers to communicate to users in the field as well as manage dispatching resources and channels.

- The MCC 7500E Dispatch Console is an IP-based radio dispatch console. It can manage trunked audio, conventional audio and paging tones.
- The Conventional Channel Gateway (GGM 8000) provides an IP interface for analog and digital conventional systems, allowing dispatchers to communicate with these resources through the MCC 7500E dispatch console.
- The Aux I/O allows dispatchers to monitor and/or control the statuses of external devices via relay closures and input buffers.

1.2.8.2 Features and Benefits

Designed for effective, flexible dispatch communications, the MCC 7500E Dispatch Console provides a range of valuable features:

- Seamless integration with ASTRO 25 systems.
 - IP Network – The MCC 7500E supports the IP protocols of the ASTRO 25 system's transport network.
 - End-to-End Encryption – Encryption and decryption occurs in the dispatch consoles, allowing true end-to-end encryption in the radio system. This provides an additional level of security for sensitive communications.



- User Friendly – The MCC 7500E’s environment features the familiar standards used by other Windows programs worldwide.
 - Screen layout, menus and icons are easy to understand and quickly recognizable by users.
 - The Elite Dispatch GUI uses a simple point-and-click response. The keyboard is not required for normal dispatch operations.

1.2.8.3 MCC 7500E Dispatch Console Hardware

The MCC 7500E Dispatch Console does not use a Voice Processing Module (VPM) for vocoding, or encryption. Vocoding and encryption for the MCC 7500E Dispatch Console are done in the Windows® based Operating System.

Motorola Solutions standard accessories, with the exception of speakers, may be connected via the USB Audio Interface Module (AIM) to the MCC 7500E Dispatch Console. The MCC 7500E Dispatch Console also continues to support COTS connected speakers and accessories.

The proposed Motorola Solutions hardware includes the following equipment at each MCC 7500E dispatch position:

- Five (5) Operator Positions, each will include:
 - Z2 Mini Workstation.
 - Z2 Mini Arm Monitor Mount with 19-inch Touchscreen Monitor.
 - USB Audio Interface Module.
 - One (1) Gooseneck Microphone.
 - One (1) Footswitch.
 - One (1) Headset jack.
 - Six (6) Speakers each for the Fire Dispatch Consoles at Central Station and Three (3) speakers each for the Police Dispatch Consoles at Police Headquarters.
 - One (1) Headset Base.

1.2.8.4 Personal Computer (PC)

The MCC 7500E Dispatch Console uses an off-the-shelf personal computer running the Microsoft Windows® operating system.

The model computer being proposed will be capable of operating the latest ASTRO version and is equipped with Windows 10 software.

The certified workstation is a small-form-factor (SFF) desktop workstation and comes with the Windows operating system, a USB keyboard, a USB mouse, four (4) Type A USB ports, two (2) Type C USB ports, four (4) DisplayPort ports, one (1) analog headset 3.5 mm jack and a single Ethernet port. Each PC ships with an external “brick” power supply and an AC line cord.



1.2.8.5 Peripheral Options

The MCC 7500E Dispatch Console supports both COTS peripherals as well as Motorola Solutions-standard peripherals when using the optional Audio Interface Module (AIM).

The USB AIM is required when using any of the following: Private Aux I/Os, External Paging Encoder Port, Local Logging Recorder Port, and/or Telephone/Headset operation.

COTS Peripherals

The MCC 7500E Dispatch Console supports commercially available accessories. USB connected Microphone, USB Headset, and USB Footswitch have been tested for reliable performance with quality audio but they are not designed for the endurance needed in Public Safety Dispatch Centers that are busy 24 hours a day, 7 days a week.

Please note that “tested for reliable performance” does not imply “certified”. On-hand replacements should be considered.

COTS Desktop Speakers (USB and Analog)

The MCC 7500E Dispatch Console is capable of supporting multiple speakers through which audio is presented to a dispatch console user. Each speaker on the console can contain unique audio. That is each speaker can be configured to deliver audio from a unique audio source. The MCC 7500E can support a maximum of eight (8) individual speakers (four (4) pair) per dispatch position.

Please note that while the MCC 7500E can support analog speakers there must be a corresponding stereo audio card in the PC that supports two or more channels for the speakers to be connected. Connecting the analog speakers may override the on-board speakers depending upon the computer and sound card configuration. Please note that the certified PC for the MCC 7500E only supports one stereo analog output for speakers.

Because most COTS speakers do not have an individual volume per speaker, individual speaker volume controls can be made available on the MCC 7500E Elite GUI.

COTS USB Headset with PTT

The Plantronics Headset base offered by Motorola Solutions includes a PTT in the base and supports standard Plantronics quick disconnect Headset tops. The headset is powered by the USB port.

A 2nd supervisor headset is supported with a USB Headset.

Note that while other headsets will probably work with the MCC 7500E dispatch position, they have not been tested by Motorola Solutions, so no guarantee as to their fitness for use or audio quality can be made.

COTS USB Footswitch

The dispatch console is capable of supporting a single USB footswitch. The Kinesis USB footswitch offered by Motorola Solutions contains two pedals. The left pedal



controls the Monitor feature and the right pedal controls the General Transmit feature. The footswitch is powered by the USB port.

COTS USB Microphone

The dispatch console is capable of supporting a single USB desktop gooseneck microphone. The SHURE Gooseneck microphone offered by Motorola Solutions includes a 12 inch neck, an angled base and an XLR to USB adapter. The XLR to USB adapter device is powered by the USB port.

The SHURE Microphone does not support PTT in the base. PTT is accomplished with headset with PTT, mouse, touch screen or footswitch. The MCC 7500E Dispatch Console does not support PTT from any COTS desktop microphone.

Audio Interface Module (AIM) Peripherals

The USB Audio Interface Module (AIM) is an optional external device that may be connected to the MCC 7500E Dispatch Console. It functions as an interface between analog devices and the console position and as a general-purpose input/output module. The dispatch console is capable of supporting a single AIM.

The USB Audio Interface Module supports audio routing between the dispatch operator and Motorola Solutions-standard peripherals. The USB AIM connects to the MCC 7500E Dispatch Console with a USB cable.

An Audio Interface Module (AIM) has been provided with each position.

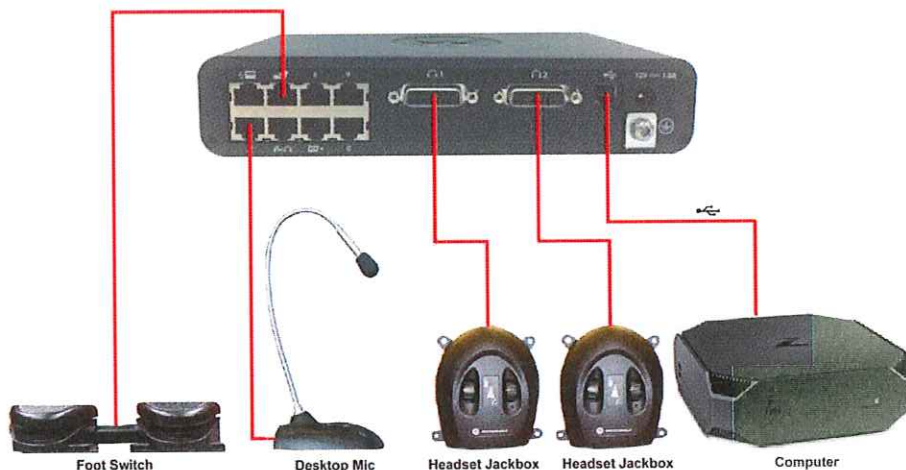


Figure 1-1: USB Audio Interface Module – Audio Routing

MCC Series Desktop Microphone

The MCC 7500E Dispatch Console is capable of supporting a single MCC Series Desktop Gooseneck Microphone. The MCC Series Desktop Gooseneck Microphone contains a microphone cartridge on a flexible shaft and two buttons in its base. One button controls the General Transmit feature and the other controls the Monitor feature.

The proposed system includes one (1) gooseneck microphone per position.

MCC Series Headset Jack

A dispatch console is capable of supporting up to two MCC Series headset jacks. A headset jack allows a dispatcher to use a headset while operating the dispatch console. The headset jack contains two volume controls; one for adjusting the level of received radio audio and one telephone audio.

The headset jack allows customers to use headsets which both decrease the ambient noise in a control room and reduce the effect of any ambient noise on console transmissions. This improves the quality of the audio being transmitted from the control room and allows the dispatchers to hear received audio more clearly.

The proposed system includes two (2) headset jacks per position.

MCC Series Desktop Speaker

A dispatch console is capable of supporting up to eight (8) MCC Series Desktop Speakers through which audio is presented to a dispatcher. Each speaker on a dispatch console contains unique audio; that is an audio source cannot appear in multiple speakers at a single dispatch console.

The speaker is a self-contained unit which may be placed on a desktop, mounted in a rack/furniture, mounted on a wall or mounted on a computer monitor. The speaker provides the user with a continuous volume control knob. This serves as a master volume control for all the audio which appears in the speaker. When the user adjusts this volume control, all the audio in the speaker is increased or decreased by the same amount.

Footswitch

The dispatch console is capable of supporting a single footswitch. The footswitch can contain either one or two pedals. If a footswitch with one pedal is used, the pedal controls the General Transmit feature. If a footswitch with two pedals is used, one pedal controls the General Transmit feature and the other controls the Monitor feature.

The proposed system includes one (1) dual pedal footswitch per position.

1.2.8.6 Enhanced Conventional Gateway Channel

Conventional Channel Gateways (CCGWs) are used in the MCC 7500E Dispatch Console to connect the dispatchers to analog or digital conventional channels in their system. The new Enhanced Conventional Channel Gateways (ECCGWs) are available in low and high density. These ECCGWs eliminate the need for an audio bridge for parallel operation of an MCC 7500E console and a legacy console.

The GGM 8000-based high density ECCGW contains eight analog ports and eight V.24 ports plus sixteen ports for IP based channels. Up to eight conventional channels can be connected to the analog and V.24 ports on a GGM8000-based high density ECCGW. The eight channels can be any mixture of analog, MDC 1200, digital or mixed mode. Note that mixed mode channels must use a V.24 port for the digital portion, they cannot use IP. The ECCGW also includes an analog logging output which provides 600 Ohm balanced analog audio which is the sum of all transmitted and received audio from the channel connected to the paired analog



port. Guard tone is filtered out of the audio but other tones (function tones, paging tones, alert tones, channel marking tones, etc.) are passed out the logging output.

The proposed system includes two (2) low density ECCGWs located at the Central Station Dispatch Center and one (1) low density ECCGW at the Police Headquarters.

1.2.8.7 Auxiliary Input / Output Module

Motorola Solutions proposes the SDM3000 Remote Terminal Unit (RTU) to support Auxiliary Input/Output functionality. Aux I/O's are controlled by dispatchers via the MCC 7500E console. The SDM3000 provides the physical interface between the dispatch console and the devices to be monitored or controlled.

Motorola Solutions included one (1) SDM3000 AUX I/O unit at each of the Dispatch Sites.

1.2.8.8 Enhanced Instant Recall Recorder (EIRR)

The optional MCC 7500E Enhanced Instant Recall Recorder (IRR, aka, EIRR) is a Motorola Solutions developed instant recall recorder solution integrated with the MCC 7500E Dispatch Console software application. This application provides the dispatch operator with the ability to instantly replay various types of recently received audio at the MCC 7500E Dispatch Console. Audio and call data from any radio or telephony resource can be recorded and easily played back. Functionality provided includes filtering, sorting, speed control, AGC, noise reduction, waveform display and a highly configurable screen display.

Enhanced Instant Recall Recorder (EIRR) functionality has been included as part of this proposal.

1.2.9 APX Consolette

The APX™ Series is Motorola Solutions' latest generation of ASTRO 25 digital radios, and will provide the Town of Hudson's first responders with seamless, high quality communications that withstand the most demanding of environments.

The Motorola Solutions APX Multi-Band Consolette is the next generation Consolette design that incorporates the APX mobile transceiver I to complement Motorola Solutions' APCO Phase 2 dual band product line (Figure 1-2).

The Consolette will continue to be a key device in many Motorola Solutions voice systems offering a low cost RF control station solution to customers that are within a communication system and want a wireless dispatch solution. The Consolette is also used as an emergency backup station when the infrastructure is off-line, as a low cost dispatch center for federal, state and local agencies, and as a fire station alerting system.

Rear panel interfaces include: Tone Remote Control (TRC), ACIM, IP Interface and E&M (Ear and Mouth) for interfacing to remote consoles and desksets such as the MC2000, the MCC 5500, Gold Series Elite Console, and the MCC 7500. The IP Interface supports the Motorola Solutions MCD 5000 Remote Deskset.



All models are equipped with an internal AC-to-DC power supply and support Battery Revert operation. Additionally, there is an auxiliary display with corresponding soft menus and status indications for support of a VU Meter and Clock.

In addition to the above mentioned functionality, the APX 7500 Consolette supports the following functionality via its rear panel: recorder interface, connection for up to two headsets, interface for connection of an external PA, connection for a second speaker, and a crosspatch interface.

APX Consolettes are provided for deployment at the PD dispatch location as a backup station to the proposed MCC 7500E consoles.



Figure 1-2: APX Consolette

Features of the APX consolette include:

- Supports Local Control, Tone Remote Control and Legacy Console Control (ACIM).
- All Programming / Keyloading external to housing.
- Numeric keypad integral to front housing.
- LCD for VU Meter, Clock.
- Interfaces for a Recorder, Crosspatch functionality, Audio PA system, accessory equipment.

1.2.10 MCN 8000 Comparator Display

The MCN (Monitoring and Control Network) Server 8000™ enables monitoring and control of receiver voting systems from a PC over IP network.

Support is provided for the following Motorola Solutions IP comparators:

- GRV 8000 Digital Comparator.
- GCM 8000 Digital Comparator.
- MLC 8000 Analog Comparator.

The APX consolette is also capable of interfacing to the MCC 7500 console directly in parallel with the deskset for maximum flexibility. Figure 1-4 shows a block diagram with the full integration capabilities of the MCD 5000.

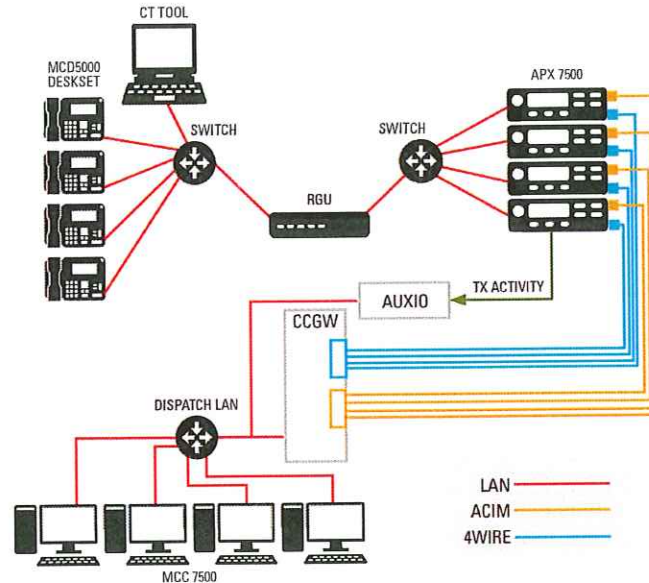


Figure 1-4: Block Diagram of a Fully Integrated MCD 5000 Backup Solution

1.2.12.1 MCD 5000 Deskset Component Description

The MCD 5000 deskset is Motorola Solutions' next generation radio dispatch deskset platform. Utilizing VoIP technology, the MCD 5000 can be deployed anywhere on the ISICS network or locally to connect backup radio devices to the dispatch center. Each MCD 5000 deskset connects to a single radio device and allows independent control of that radio resource for the dispatch operator. Several accessories are available for the MCD 5000 including headsets, foot pedals, external microphones. The unit includes logging recorder outputs for connection to the logging recorders at the dispatch centers.

The MCD 5000 is programmed with a configuration tool. The configuration tool is a Windows based utility included with the network management system that is used to configure all parameters and settings of the MCD 5000 Deskset and the MCD 5000 RGU. The configuration tool can be located remotely anywhere on the IP network or locally with the MCD 5000 Deskset.

Figure 1-5 shows the MCD 5000 and primary functions.



Figure 1-5: Example of the MCD 5000 Backup Dispatch Deskset

No.	Item	Description
1	Handset	For audio transmit and receive, with a microphone in the mouthpiece and an audio speaker in the earpiece and a built-in PTT.
2	Internal Speaker	For hands-free public audio receive.
3	Internal Microphone 1	For hands-free audio transmit.
4	Transmit Button	For transmitting on the radio channel.
5	Transmit LED	Indicating that the MCD 5000 Deskset is transmitting on the radio channel.
6	Busy LED	Indicating that another MCD 5000 Deskset is using the radio channel.
7	Receiver Indicator	Indicating that the MCD 5000 Deskset is receiving on the radio channel.
8	Volume Control	Increases or decreases received audio volume for the handset, speaker phone, or headset (depending on which is currently active).
9	All Mute Button	Toggles the mute on or off. Allowing the MCD 5000 Deskset user to mute all receive audio. Pressing any button will remove the MCD 5000 Deskset from "All Mute" state. Internal red LED indicates "All Mute" is turned on.
10	Speaker Button	Toggles the internal speaker on or off allowing the MCD 5000 Deskset user to turn on the internal speaker as additional audio source to the headset or the handset. The Speaker Button Operation has a corresponding indication LED. Internal green LED indicates the internal speaker is turned on.
11	Navigation Keys	For browsing through menus.
12	Emergency Button	For activating an Emergency Outbound function from the MCD 5000 Deskset.

No.	Item	Description
13	Menu Button	Toggles upper soft keys between "MCD 5000 Deskset Home Screen" and "Emulated Radio Screen".
14	LCD Display	For displaying: digital radio messages or test and configuration messages, radio icons, soft keys and VU meter readings.
15	Radio Soft Keys (Radio Function Buttons)	Radio programmable buttons or radio soft keys buttons.
16	Mode Up and Mode Down Buttons	For moving up and down through the MCD 5000 Deskset or radio menu of modes, channels or functions that appear on the LCD display. Used as page up/down button to review logs on the MCD 5000 Deskset screen (not active MCD 5000 Deskset Home Screen).
17	Keypad	For emulating the keypad of the radio and entering numbers to operate the MCD 5000 Deskset functionality.
18	Base Intercom Button & LED	Toggles the Base Intercom on or off. Base Intercom Button allows direct communication between parallel MCD 5000 Deskset users that are connected to the same radio in the system without transmitting over the radio channel. The Base Intercom button has an internal LED. The green LED indicates incoming transmissions and red LED indicates outgoing transmission.
19	MCD 5000 Deskset Soft Keys (MCD 5000 Deskset Function Buttons)	Programmable buttons for MCD 5000 Deskset-specific (not radio) functions.
20	Home Button	Emulates the "Home Key" on a given radio.

1.3 BACKUP POWER

This proposal assumes that there is a backup power source at each site with sufficient capacity to support the proposed equipment during extended power outages. Two (2) 1800W UPS Units have been included at the Central Station Dispatch site to provide backup power for the Core equipment and the dispatch backroom electronics and one (1) 900W UPS for the dispatch backroom electronics.

In addition, 1KW UPS unit for each of the operator positions is also included. It is presumed that generator, or other backup power sources will have had sufficient time to come on line and stabilize within that time. All proposed equipment is AC powered.

1.4 ANTENNA SYSTEMS

One control station antenna per proposed console along with the line and assembly also have been included as part of this proposal.

In addition, the antenna systems required (one (1) Tx and one (1) Rx antenna) for the Simulcast system have been included at the Central Station and Police HQ sites for future use.



1.5 SITE CONNECTIVITY

Proposed system design requires Ethernet site connectivity between the sites and the proposal assumes that there is existing Ethernet site connectivity between each of the proposed sites and the Central Station site. Ethernet site connectivity will be Town's responsibility.

NOTE: Ethernet site connectivity is required for the proposed system and it is Town's responsibility.



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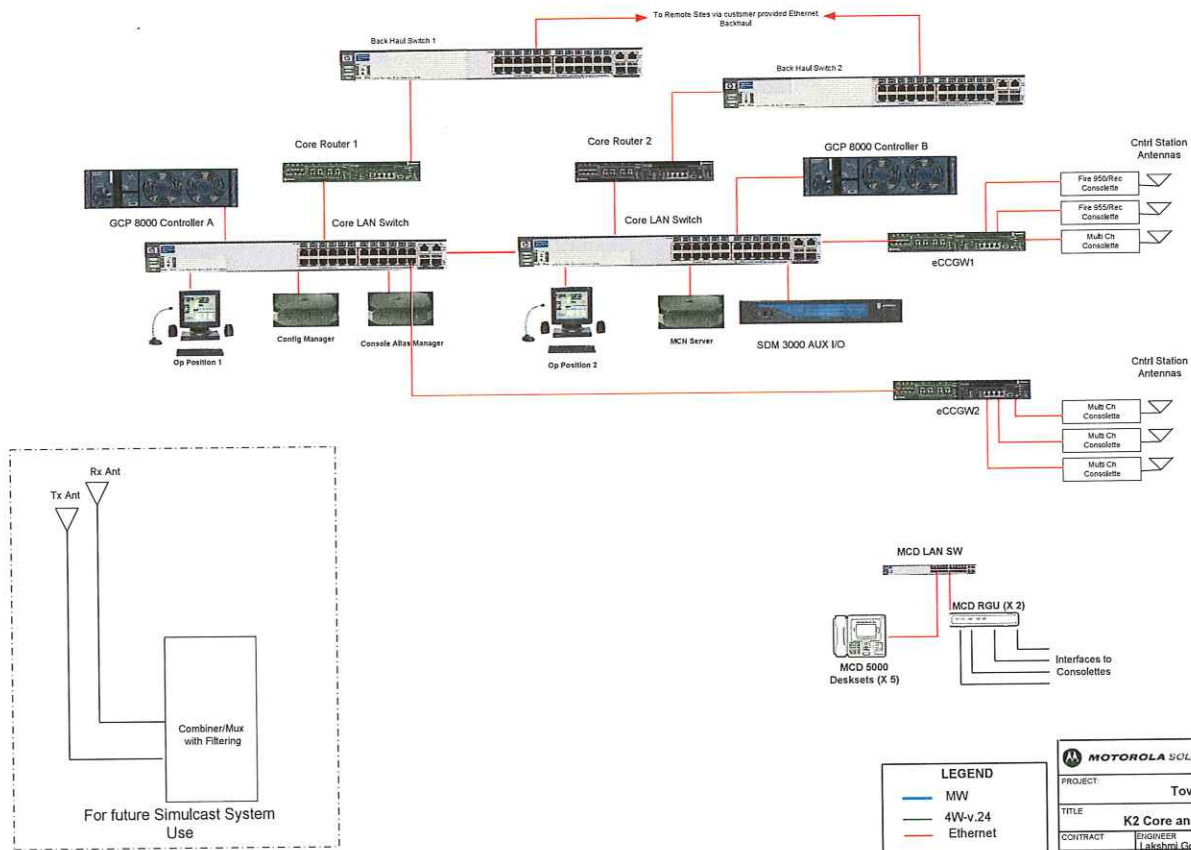
1.6 SYSTEM DIAGRAMS

Motorola Solutions has provided system diagrams on the following pages in the order listed below:

1. Central Station - Core and Console System Drawing.
2. Police HQ – Console System Drawing.



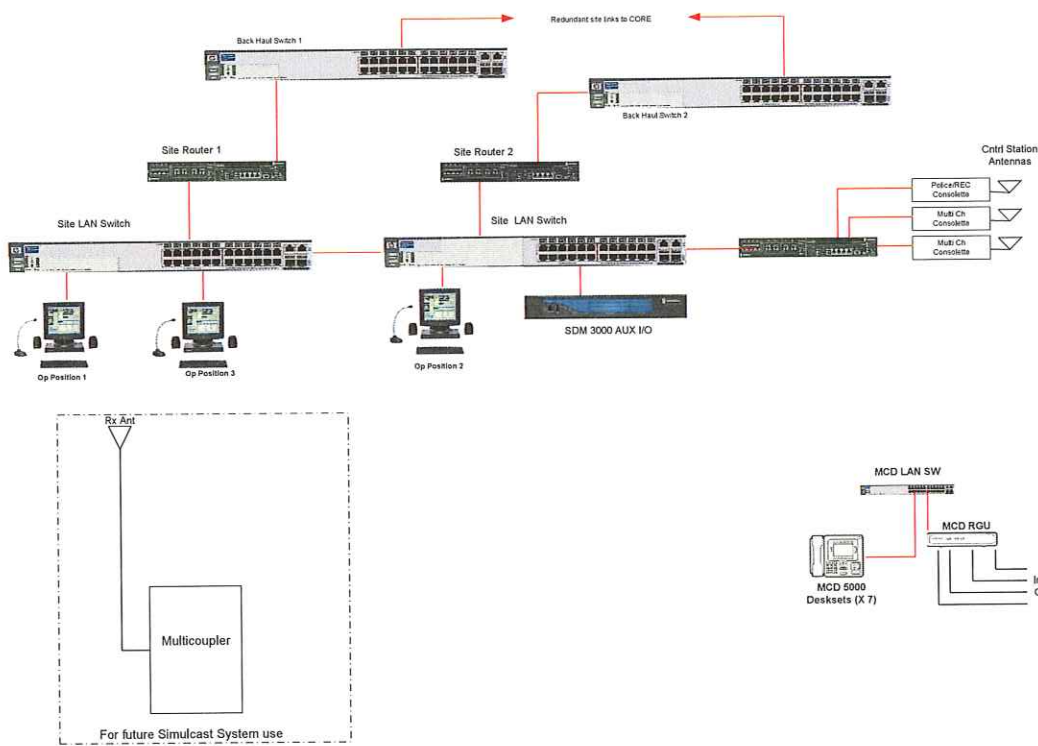
CENTRAL STATION - K2 CORE AND CONSOLE SITE



LEGEND	
—	MW
—	4W-v.24
—	Ethernet
—	RF Cabling
—	GPS

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering Wood-Bir Lake	
PROJECT:	Town of Hudson		
TITLE:	K2 Core and Co-located Console Site		
CONTRACT:	ENGINEER Lakshmi Gopal	SCALE:	NONE
DATE:	August 2019	Ver.:	0

POLICE HEADQUARTERS



LEGEND

- MW
- 4W-v.24
- Ethernet
- RF Cabling
- GPS

MOTOROLA SOLUTIONS		Territory 2 Systems Engineering Woodcliff Lake	
PROJECT: Town of Hudson			
TITLE: Police HQ Console Site			
CONTRACT	ENGINEER	DRG	DATE
	Lakshmi Goleti	NONE	August 2019
		Ver.0	

SECTION 2

STATEMENT OF WORK

2.1 OVERVIEW

This Statement of Work (SOW) describes the deliverables to be furnished to the Town of Hudson. Motorola Solutions, its subcontractors, will perform the tasks described herein and the Town of Hudson to implement the solution described in the System Description. It describes the actual work involved in installation, identifies the installation standards to be followed, and clarifies the responsibilities for both Motorola Solutions and the Town of Hudson during the project implementation. Specifically, this SOW provides:

- A summary of the phases and tasks to be completed within the project lifecycle.
- A list of the deliverables associated with the project.
- A description of the responsibilities for both Motorola Solutions and the Town of Hudson.
- The qualifications and assumptions taken into consideration during the development of this project.

This SOW provides the most current understanding of the work required by both parties to ensure a successful project implementation. In particular, Motorola Solutions has made assumptions of the sites to be used for the new system. Should any of the sites change, a revision to the SOW and associated pricing will be required. It is understood that this SOW is a working document, and that it will be revised as needed to incorporate any changes associated with contract negotiations, and any other change orders that may occur during the execution of the project.

2.2 ASSUMPTIONS

Motorola Solutions has based the system design on information provided by the Town of Hudson and an analysis of their system requirements. All assumptions have been listed below for review. Should Motorola Solutions' assumptions be deemed incorrect or not agreeable to the Town of Hudson, a revised proposal with the necessary changes and adjusted costs may be required. Changes to the equipment or scope of the project after contract may require a change order

- All work is to be performed during normal work hours, Monday through Friday 8:00 a.m. to 5:00 p.m.
- Motorola Solutions is not responsible for interference caused or received by the Motorola Solutions-provided equipment except for interference that is directly caused by the Motorola Solutions-provided transmitter(s) to the Motorola Solutions-provided receiver(s). Should the Town of Hudson system experience interference, Motorola Solutions can be contracted to investigate the source and recommend solutions to mitigate the issue.
- Motorola Solutions will make every effort to minimize but will not be responsible for any external interference, nor for interference between the Motorola Solutions-provided equipment and other Town of Hudson equipment. Should the



system experience interference, Motorola Solutions can be contracted to investigate the source and recommend solutions to mitigate the issue.

- Motorola Solutions assumes that there will be a suitable ground nearby to the all the equipment installation locations.
- The Town of Hudson will be responsible for providing existing and/or new backhaul links (Ethernet) from all sites to the Master site.
- No logging recorder or interface to existing or new logger has been included with this proposal.
- Equipment will ship to Local shop for inventory and delivery to the sites prior to installation.
- If the Town of Hudson requires specific subcontractors to be used on this project, other than Motorola Solutions-approved or certified subcontractors, additional costs may apply.
- Depending on contract execution, equipment software and hardware will be at the current shipping version.
- The sites have adequate utility service and adequate HVAC to support the proposed equipment.
- The sites have adequate space for new equipment and antennas install on the tower.
- Any required system interconnections not specifically outlined here will be provided by the Town of Hudson. These may include dedicated phone circuits, fiber or microwave links.
- Motorola Solutions is not responsible for any system performance, install and/or implementation issues on items not installed or provided by Motorola Solutions. This includes the transport design (the entire design), back-up power, tower design or loading/structurals and antenna installs.
- No subscriber upgrades or flashes are included with this proposal.

Motorola Solutions will install and configure the proposed equipment. The following table describes the tasks involved with installation and configuration.

Tasks	Motorola Solutions	Town of Hudson
PROJECT INITIATION		
Contract Finalization and Team Creation		
Execute contract and distribute contract documents.	X	X
Assign a Project Manager as a single point of contact.	X	X
Assign resources.	X	X
Schedule project kickoff meeting.	X	X
Deliverable: Signed contract, defined project team, and scheduled project kickoff meeting.		
Project Administration		
Ensure that project team members attend all meetings relevant to their role on the project.	X	X
Set up the project in the Motorola Solutions information system.	X	
Maintain responsibility for third-party services contracted by Motorola Solutions.	X	
Complete assigned project tasks according to the project schedule.	X	X
Submit project milestone completion documents.	X	

Tasks	Motorola Solutions	Town of Hudson
Upon completion of tasks, approve project milestone completion documents.		X
Conduct all project work Monday thru Friday 8:00 a.m. to 5:00 p.m.).	X	
Deliverable: Completed and approved project milestones throughout the project.		
Project Kickoff		
Introduce team, review roles, and decision authority.	X	X
Present project scope and objectives.	X	
Review SOW responsibilities and project schedule.	X	X
Schedule Design Review.	X	X
Deliverable: Completed project kickoff and scheduled Design Review.		
Design Review		
Review the Customer's operational requirements.	X	X
Present the system design and operational requirements for the solution.	X	
Present configuration and details of sites required by system design.	X	
Validate that Customer sites can accommodate proposed equipment.	X	X
Provide approvals required to add equipment to proposed existing sites.		X
Finalize site acquisition and development plan.		X
Present equipment layout plans and system design drawings.	X	
Provide backhaul performance specifications and demarcation points.	X	
Provide backhaul (Ethernet) within five feet of Motorola Solutions Demarcation		X
Provide heat load and power requirements for new equipment.	X	
Provide information on existing system interfaces.		X
Assume liability and responsibility for providing all information necessary for complete installation.		X
Assume responsibility for issues outside of Motorola Solutions' control.		X
Complete the required forms required for frequency coordination and licensing. The Town will be solely responsible for obtaining all licenses for complying with local regulatory requirements. If, for any reason, any of the proposed sites or frequencies cannot be used due to reasons beyond Motorola Solutions' control, the costs associated with site changes or delays, frequency searches and coordination, etc. including, but not limited to, re-engineering, frequency re-licensing, schedule delays, re-mobilization, etc., will be addressed through the change order process.		X
Review and update design documents, including System Description, Statement of Work, Project Schedule, and Acceptance Test Plan, based on Design Review agreements.	X	
Execute Change Order in accordance with all material changes to the Contract resulting from the Design Review.	X	
Deliverable: Finalized design documentation based upon "frozen" design, along with any relevant Change Order documentation.		



Tasks	Motorola Solutions	Town of Hudson
SYSTEM INSTALLATION		
Equipment Order and Manufacturing		
Create equipment order and reconcile to contract.	X	
Manufacture Motorola Solutions-provided equipment necessary for system based on equipment order.	X	
Procure non-Motorola Solutions equipment necessary for the system.	X	
Deliverable: Equipment procured and ready for shipment.		
System Staging, Equipment Shipment and Storage		
Ship all equipment needed for staging to local Motorola Solutions shop.	X	
Receive solution equipment.	X	
Inventory solution equipment.	X	
Provide information on existing system interfaces, room layouts, or other information necessary for the assembly to meet field conditions.		X
Set up and rack the solution equipment on a site-by-site basis, as it will be configured in the field at each of the sites.	X	
Cut and label the cables with to/from information to specify interconnection for field installation and future servicing needs.	X	
Complete the cabling/connecting of the subsystems to each other ("connectorization" of the subsystems).	X	
Assemble required subsystems to assure system functionality.	X	
Power up, load application parameters, program, and test all staged equipment.	X	
Confirm system configuration and software compatibility with the existing system.	X	
Perform factory functional acceptance tests of system features	X	
Provide secure location for solution equipment (for up to 3 months).	X	
Pack and ship solution equipment to the identified, or site locations.	X	
Deliverable: Solution equipment received, System staged, and ready for installation.		
General Installation		
Deliver solution equipment to installation location.	X	
Coordinate receipt of and inventory solution equipment with designated contact.	X	
Install all proposed fixed equipment as outlined in the System Description based upon the agreed-upon floor plans, connecting audio, control, and radio transmission cables to connect equipment to the power panels or receptacles, and audio/control line connection points. Installation performed in accordance with R56 standards and state/local codes.	X	
Provide system interconnections that are not specifically outlined in the system design, including dedicated fiber links, microwave links, or other types of connectivity.		X

Tasks	Motorola Solutions	Town of Hudson
Install and terminate all network cables between site routers and network demarcation points, including microwave, leased lines, and Ethernet per system description provided by the Town.	X	
Label equipment, racks, and cables.	X	
Note any required changes to the installation for inclusion in the "as-built" system documentation.	X	
Remove, transport old equipment to a centrally located Town facility.		X
Dispose of old equipment		X
Deliverable: Equipment installed.		
Core Installation and Configuration		
Install fixed equipment contained in the equipment list and system description.	X	
Provide backhaul connectivity and associated equipment for all sites to meet latency, jitter and capacity requirements.		X
Configure Core to support the new consoles.	X	
Verify site link performance, prior to the interconnection of the solution equipment to the link equipment.	X	
Deliverable: ASTRO 25 core equipment installation completed.		
Console Installation and Configuration		
Identify outlets for connection to console and a demarcation point located within 5 feet of the console interface.		X
Connect console to outlet demarcation points.	X	
Install PC workstation w/ keyboard and mouse, and monitor.	X	
Install an Audio Interface Module (AIM) and purchased peripheral console equipment in accordance with R56 standards and state/local codes.	X	
Develop templates for console programming.	X	
Perform one time console programming and configuration.	X	
Deliverable: Console equipment installation completed.		
SYSTEM OPTIMIZATION AND TESTING		
R56 Site Audit		
Perform R56 site-installation quality-audits, verifying proper physical installation and operational configurations.	X	
Create site evaluation report to verify site meets or exceeds requirements, as defined in Motorola Solutions' R56 Standards and Guidelines for Communication Sites.	X	
Deliverable: R56 Standards and Guidelines for Communication Sites audits completed successfully.		
Electromagnetic Interference (EMI) Analysis		
Perform EMI analysis for the Motorola Solutions-supplied equipment. Note: Motorola Solutions is only responsible for interference caused by Motorola Solutions-provided transmitters to the Motorola Solutions-provided receivers. Should the proposed equipment experience interference, Motorola Solutions can be contracted to investigate the source and recommend solutions to mitigate the issue.		X

Tasks	Motorola Solutions	Town of Hudson
Resolve any interference caused by equipment not supplied by Motorola Solutions.		X
Deliverable: EMI analysis completed.		
Solution Optimization		
Verify that all equipment is operating properly and that all electrical and signal levels are set accurately.	X	
Verify that all audio and data levels are at factory settings.	X	
Verify communication interfaces between devices for proper operation.	X	
Ensure that functionality meets manufacturers' specifications and complies with the final configuration established during design review or system staging.	X	
Deliverable: Completion of System Optimization.		
Functional Acceptance Testing		
Verify the operational functionality and features of the solution supplied by Motorola Solutions, as contracted.	X	
Witness the functional testing.		X
Document all issues that arise during the acceptance tests.	X	
If any major task for the system as contractually described fails during the Customer acceptance testing or beneficial use, repeat that particular task after Motorola Solutions determines that corrective action has been taken.	X	
Resolve any minor task failures before Final System Acceptance.	X	
Document the results of the acceptance tests and present for review.	X	
Review and approve final acceptance test results.		X
Deliverable: Completion of functional testing and approval by Customer.		
PROJECT TRANSITION		
Cutover		
Finalize Cutover Plan.	X	X
Conduct cutover meeting with relevant personnel to address both how to mitigate technical and communication problem impacts to the users during cutover and during the general operation of the system.	X	
Notify the personnel affected by the cutover of the date and time planned for cutover.		X
Provide ongoing communication with users regarding the project and schedule.	X	X
Cut over users and ensure that user radios are operating on system.		X
Resolve punchlist items, documented during the Acceptance Testing phase, in order to meet all the criteria for final system acceptance.	X	
Assist Motorola Solutions with resolution of identified punchlist items by providing support, such as access to the sites, equipment and system, and approval of the resolved punchlist items.		X
Deliverable: Migration to new system completed, and punchlist items resolved.		
Transition to Warranty		

Tasks	Motorola Solutions	Town of Hudson
Review the items necessary for transitioning the project to warranty support and service.	X	
Motorola Solutions to provide services during year 1 warranty which align with the proposed services.	X	
Provide a Customer Support Plan detailing the warranty support associated with the contract equipment.	X	
Participate in the Transition Service/Project Transition Certificate (PTC) process.		X
Deliverable: Service information delivered and approved by Customer.		
Finalize Documentation and System Acceptance		
Provide manufacturer's installation material, part list and other related material to Customer upon project completion.	X	
Provide an electronic as-built system manual on CD or other Customer preferred electronic media. The documentation will include the following: <ul style="list-style-type: none"> Site Block Diagrams. Site Equipment Rack Configurations. ATP Test Checklists. Functional Acceptance Test Plan Test Sheets and Results. Equipment Inventory List. Drawings will be delivered in Adobe PDF format. 	X	
Receive and approve documentation.		X
Execute Final Project Acceptance.	X	X
Deliverable: All required documents are provided and approved. Final Project Acceptance.		

2.2.1 Civil Work - Site Development and Construction Responsibility Matrix

Table 2-1 identifies the Town of Hudson civil/site development scope of work responsibilities. A summary of the Assumptions made in developing our response and related to site development follows Table 2-1.

Table 2-1: Civil Work Site Development and Construction

Tasks	Motorola Solutions	Town of Hudson	Comments
All engineering and design related to civil/site development. Includes but is not limited to; drawings (permit, zoning, construction), record drawings, structural analysis (including remedial design), floor and roof-top loading analysis, heat and electrical loading analysis, geotechnical surveys, construction materials testing and sampling, ground testing and remedial design, other surveys and testing that might be required for design/engineering.		✓	Motorola Solutions to provide the Town with the system requirements (electrical and heat loading, circuit requirements, and antenna loading) for the equipment to be supplied by Motorola Solutions.

Tasks	Motorola Solutions	Town of Hudson	Comments
Obtain all required zoning and planning board approvals that might be required to complete the scope of work proposed. Includes all associated fees.		✓	Motorola Solutions has not included any costs for participating in zoning or planning board reviews or meetings.
Obtain all required permits and coordinated all required inspections. Includes all associated fees.		✓	
Conduct all required regulatory reviews and process all required submittals. Includes all required fees. Includes NEPA, SEQR, SHPO, Tribal, etc.		✓	
Provide for all site acquisition, lease negotiations and site approvals that might be required. Includes all required fees and lease payments.		✓	
Pay for application fees, taxes and recurring payments for lease/ownership of the property.		✓	
Conduct floor structural evaluations to ensure that existing floors can support the weight of the new equipment proposed to be supplied by Motorola Solutions.		✓	
Provide copies of structural analysis performed on the proposed antenna mounting structures (i.e. towers, roof-tops, etc.). Structuralists need to be run to current local/State code requirements and must clearly show that the proposed structures have sufficient structural capacity to support the antenna loading proposed and must be sealed by a State Licensed Structural Engineer.		✓	Motorola Solutions to provide antenna loading information to the Town.
Provide structural improvements, reinforcement and augmentations to the existing/proposed antenna mounting structures (towers, roof-tops, etc.) as might be required for these structures to adequately support the antennas/antenna cabling and related hardware to be installed by the Town.		✓	Motorola Solutions to provide antenna loading information to the Town.
Provide for floor/roof-top structural reinforcement and improvements as might be required to support the equipment and antenna weight loading.		✓	
If required, prepare and submit Electromagnetic Energy (EME) plans for the site (as a licensee) to demonstrate compliance with FCC RF Exposure guidelines.		✓	Motorola Solutions to provide proposed new antenna specifications.

Tasks	Motorola Solutions	Town of Hudson	Comments
Provide for any installation or up-grades of sites as might be required to comply with NFPA 70, Article 708.		✓	
Provide a right of entry letter from the site owner for Motorola Solutions to perform the scope of work noted as being the responsibility of Motorola Solutions.		✓	
Maintain and or provide clear and stable (dry) access roads to all sites that will allow for the delivery of equipment, materials and labor to the sites as required to complete the scope of work proposed. To include providing adequate space for parking and staging of equipment and materials.		✓	Access can be accomplished without the need for special vehicles or equipment at the dates required to meet the schedule proposed.
Ensure that there is space available on the proposed antenna mounting structures to mount the proposed antennas at the heights required.		✓	
Provide all electrical new service connections, service upgrades and all required electrical work including any and all circuits required to provide power for the new equipment to be installed by Motorola Solutions. To include transformer upgrades and the installation of isolation transformers if required.		✓	Motorola Solutions to provide electrical loading and circuit requirements for the equipment to be installed by Motorola Solutions.
Upgrade all sites for conformance to Motorola Solutions current R56 standards (adequate space, grounding, surge protection, electrical, cable management, etc.)		✓	
Provide for all cable management required to support the new equipment to be installed by Motorola Solutions. Includes cable tray, ladder, risers, chaseways, cable ports, tower cable ladder and ice bridge.		✓	Motorola Solutions to provide cabling requirements for the new equipment to be installed by Motorola Solutions. Ceiling and cable tray heights in the equipment rooms/shelters should be such as to accommodate 7-1/2-foot equipment racks, and the ceiling should be 9 feet or greater.
Provide for all room and existing structure improvements and renovations that might be required to support the new equipment to be installed by Motorola Solutions. To include lighting upgrades if required, removing of equipment to make space and physical improvements to roofs, walls, ceilings (interior and exterior), etc.		✓	



Tasks	Motorola Solutions	Town of Hudson	Comments
All HVAC upgrades, augmentations or replacements as might be required to provide adequate cooling of equipment in accordance with Motorola Solutions R56 Standards and Guidelines.		✓	
All grounding upgrades as might be required for conformance to MSI R56 Standards and Guidelines. To include supplying a single point system ground, of ten (10) ohms or less, to be used on all fixed equipment supplied under this proposal. Single point ground to be located within 10-feet of where new Motorola Solutions equipment will be installed.		✓	
Ensure that all sites electrical systems are adequately surge protected.		✓	
Ensure that there is adequate emergency power (DC Power, UPS and Generator) to support the new Motorola Solutions equipment.		✓	Motorola Solutions to provide new equipment electrical loading.
All recurring and non-recurring utility costs [including, but not limited to, generator fuel (except first fill), electrical, Telco].		✓	
Installation of RF antenna system. Includes antennas, cabling, grounding and sweep testing. Also includes supplying side arm mounts at existing tower sites.		✓	Reference Motorola Solutions equipment list for antennas that are provided with this proposal.

2.2.2 Change Order Process

Either Party may request changes within the general scope of this Agreement. If a requested change causes an increase or decrease in the cost, change in system configuration or adds time to the project's timeline required to perform this Agreement, the Parties will agree to an equitable adjustment of the Contract Price, Performance Schedule, or both, and will reflect the adjustment in a change order. Neither Party is obligated to perform requested changes unless both Parties execute a written change order.

2.2.2.1 Example – Change Order Form



CHANGE ORDER
[type co# here]

Change Order No. _____
Date: _____
Project Name: _____
Customer Name: _____
Customer Project Mgr: _____

The purpose of this Change Order is to: *(highlight the key reasons for this Change Order)*

Contract # **REQUIRED** _____ Contract Date: _____

In accordance with the terms and conditions of the contract identified above between
[enter customer name] and Motorola Solutions, Inc., the following changes are approved:

Contract Price Adjustments

Original Contract Value:	\$
Previous Change Order amounts for Change Order numbers <input type="text"/> through <input type="text"/>	\$
This Change Order:	\$
New Contract Value:	\$

Completion Date Adjustments

Original Completion Date:	
Current Completion Date prior to this Change Order:	
New Completion Date:	

Changes in Equipment: <i>(additions, deletions or modifications)</i> Include attachments if needed
Changes in Services: <i>(additions, deletions or modifications)</i> Include attachments if needed
Schedule Changes: <i>(describe change or N/A)</i>
Pricing Changes: <i>(describe change or N/A)</i>
Customer Responsibilities: <i>(describe change or N/A)</i>
Payment Schedule for this Change Order: <i>(describe new payment terms applicable to this change order)</i>

Unless amended above, all other terms and conditions of the Contract shall remain in full force. If there are any inconsistencies between the provisions of this Change Order and the provisions of the Contract, the provisions of this Change Order will prevail.

IN WITNESS WHEREOF the parties have executed this Change Order as of the last date signed below.

Motorola Solutions, Inc.

Customer

By: _____
 Printed Name: _____
 Title: _____
 Date: _____

By: _____
 Printed Name: _____
 Title: _____
 Date: _____

Reviewed by: _____
 Motorola Solutions Project Manager

Date: _____

2.3 PRELIMINARY PROJECT SCHEDULE

Motorola Solutions' preliminary schedule indicates total project implementation to be approximately seven months pending frequency approval and civil portion for the console Subsystem. This preliminary schedule is included for informational purposes only and assumes that all Town of Hudson responsibilities as defined above are completed, as required. After contract award, an Implementation Schedule will be developed by Motorola Solutions' Project Manager and will be submitted to the Town of Hudson for review.



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SECTION 3

ACCEPTANCE TEST PLAN

Town of Hudson, NH

Core and Console System

In-Plant Draft

www.motorolasolutions.com/services/government

Representative 1 Name
Field Program Manager
(XXX) XXX-XXXX

Representative 2 Name
Field Engineer
(XXX) XXX-XXXX

3.1 MCC 7500E CONVENTIONAL RESOURCES

3.1.1 Frequency Selectable Conventional Resource

1. DESCRIPTION

A Resource is selected on the console by placing the cursor over the Resource, choosing an area and selecting. The Resource choice area is the region where the name of the Resource is located (Top alphanumeric line of the Resource). When selected, the background of the Radio Resource will turn white and the border will turn green. Choosing the Instant Transmit button will send keying commands to the station.

The Frequency Select option provides the capability to choose up to 14 separate frequencies.

SETUP

RADIO-1 - CONVENTIONAL CHANNEL 1
CONSOLE-1 - CONVENTIONAL CHANNEL 1

VERSION #1.070

2. TEST

- Step 1. Using CONSOLE-1, select the first frequency in the list for the resource.
- Step 2. Select the corresponding frequency on RADIO-1.
- Step 3. Verify communications between CONSOLE-1 and RADIO-1.
- Step 4. Using CONSOLE-1, select another frequency in the list for the resource.
- Step 5. Select the corresponding frequency on RADIO-1.
- Step 6. Verify communications between CONSOLE-1 and RADIO-1.

Pass____ Fail____

3.2 MKM 7000 CONSOLE ALIAS MANAGER (CAM)

3.2.1 Alias Display When Using the MKM 7000

1. DESCRIPTION

This test will demonstrate that a Provisioning Manager (PM) defined alias still works on incoming calls when MKM 7000 solution is installed, although the locally defined ones take precedence, i.e. centrally defined ones will only be used if there is no locally defined alias for the radio that is making an incoming call.

SETUP

RADIO-1 - TALKGROUP 1
RADIO-2 - TALKGROUP 1

CONSOLE-1 - TALKGROUP 1

A standalone or cohab'ed MKM 7000 server is connected and communicating normally with an MCC 7500E Console.

CONSOLE-1 user is configured to use local alias service.

VERSION #1.030

2. TEST

- Step 1. Log into MKM 7000 GUI and configure an alias for RADIO-1.
- Step 2. Verify that RADIO-2 does not have any alias defined in MKM 7000.
- Step 3. Verify both RADIO-1 and RADIO-2 have their own PM defined aliases. Also verify the PM defined alias for RADIO-1 is different from the one defined by MKM 7000.
- Step 4. Key up RADIO-1 and verify that its locally defined alias shows up on CONSOLE-1, not the PM defined alias.
- Step 5. Key up RADIO-2 and verify that its PM defined alias shows up.

Pass____ Fail____

MKM 7000 Console Alias Manager (CAM)

3.2.2 Create a new Subscriber Unit ID to Subscriber Unit Alias Mapping - Conventional

1. DESCRIPTION

This test will demonstrate the capability to create a Subscriber Unit (SU) alias for an SU ID via the MKM 7000 GUI and have it show up on MCC 7500E Console automatically.

The test will work on either a trunked or conventional system. This test will also demonstrate the capability to monitor connection status between MKM 7000 and MCC 7500E Console.

SETUP

A standalone (not cohab) MKM 7000 server is connected and communicating normally with CONSOLE-1.
RADIO-1 - CONVENTIONAL CHANNEL 1

CONSOLE-1 - CONVENTIONAL CHANNEL 1
CONSOLE-1 user is configured to use the local alias service.

VERSION #1.010

2. TEST

- Step 1. CONSOLE-1 user logs into the MCC 7500E console and verifies that the consoles synchronization status with Localized Aliasing is OK, as indicated by a green check mark on the "status screen".
- Step 2. Local Alias Admin logs into MKM 7000 GUI, verify under the Connected Consoles tab that MCC 7500E console is connected to MKM7000.
- Step 3. Create a new SU ID that matches RADIO-1 to be used for this test.
- Step 4. Create a new SU Alias for the SU ID (new mapping between SU ID and SU Alias).
- Step 5. Submit the change.
- Step 6. Wait (up to) 30 seconds, initiate a call using RADIO-1 ON CONVENTIONAL CHANNEL 1, verify the defined SU Alias shows up on CONSOLE-1's CONVENTIONAL CHANNEL 1 resource.

Pass ____ Fail ____

3.3 MCC 7500E CONVENTIONAL RESOURCES

3.3.1 Conventional Subscriber Alias

1. DESCRIPTION

The purpose of this section is to verify that the alias for a radio can be added using the Provisioning Manager.

SETUP

RADIO-1 - CONVENTIONAL CHANNEL 1

CONSOLE-1 - CONVENTIONAL CHANNEL 1

Provisioning Manager – no alias for RADIO-1

VERSION #1.010

2. TEST

- Step 1. Initiate a voice call from RADIO-1 to CONSOLE-1 on CONVENTIONAL CHANNEL 1.
- Step 2. Verify the radio's ID is displayed at CONSOLE-1.
- Step 3. From the Provisioning Manager, change RADIO-1's alias to "Robert" and download the configuration, then restart the Console application.
- Step 4. When the Console is operational, verify communications between CONSOLE-1 and RADIO-1 on CONVENTIONAL CHANNEL 1.
- Step 5. Initiate a voice call from RADIO-1 to CONSOLE-1 on CONVENTIONAL CHANNEL 1.
- Step 6. Verify the RADIO-1 alias "Robert" is displayed at the CONSOLE-1 operator position.

Pass ____ Fail ____



MCC 7500E Conventional Resources

3.3.2 Console Priority

1. DESCRIPTION

Console Operator Positions have ultimate control of transmitted audio on an assigned resource. The Console Position has the capability to take control of an assigned voice channel for a channel/talkgroup call so that the operator's audio overrides any subscriber audio. Console priority is a feature that enables dispatchers to gain immediate access to an assigned voice channel so that a central point of audio control exists.

SETUP

RADIO-1 - CONVENTIONAL CHANNEL 1
RADIO-2 - CONVENTIONAL CHANNEL 1

CONSOLE-1 - CONVENTIONAL CHANNEL 1

VERSION #1.040

2. TEST

- Step 1. Initiate a call from RADIO-1 on CONVENTIONAL CHANNEL 1. Keep this call in progress until the test has completed.
- Step 2. Observe that RADIO-2 receives the call.
- Step 3. While the call is in progress, key up CONSOLE-1 on CONVENTIONAL CHANNEL 1.
- Step 4. Observe that RADIO-2 is now receiving audio from CONSOLE-1 on CONVENTIONAL CHANNEL 1.
- Step 5. De-key CONSOLE-1.
- Step 6. Verify RADIO-2 now receives RADIO-1 audio.
- Step 7. End the CONVENTIONAL CHANNEL 1 call from RADIO-1.

Pass____ Fail____



MCC 7500E Conventional Resources

3.3.3 Call Alert Page - Conventional

1. DESCRIPTION

This test will demonstrate that an MCC7100/7500E console using a Conventional Channel is able to transmit Call Alert pages. Call Alert Page allows a dispatcher to selectively alert another radio unit. The initiating console will receive notification as to whether or not the call alert was received. Units receiving a Call Alert will sound an alert tone and show a visual alert indication. The display will also show the individual ID of the initiating console.

This test can be run using Mixed Mode or MDC1200 Channels.

SETUP

RADIO-1 - SITE 1 - CONVENTIONAL CHANNEL 1
RADIO-2 - SITE 1 - CONVENTIONAL CHANNEL 1
RADIO-3 - SITE 1 - CONVENTIONAL CHANNEL 1

CONSOLE-1 - CONVENTIONAL CHANNEL 1

VERSION #1.040

2. TEST

- Step 1. From CONSOLE-1 create a paging queue containing Call Alerts to RADIO-1, RADIO-2 and RADIO-3.
- Step 2. From CONSOLE-1 start the pages on CONVENTIONAL CHANNEL 1.
- Step 3. Verify that RADIO-1, RADIO-2 and RADIO-3 receive the Call Alerts.

Pass____ Fail____

MCC 7500E Conventional Resources

3.3.4 Alert Tones - Conventional Channel

1. DESCRIPTION

Pre-defined alert tones can be transmitted on the selected Radio Resource to subscribers which can alert members of a channel / talkgroup to a particular event or signify to radio users special instructions are to follow. The Console has the ability to send an Alert-Tone signal on selected conventional or talkgroup resources.

SETUP

RADIO-1 - CONVENTIONAL CHANNEL 1
RADIO-2 - CONVENTIONAL CHANNEL 1
CONSOLE-1 - CONVENTIONAL CHANNEL 1

VERSION #1.030

2. TEST

- Step 1. Select CONVENTIONAL CHANNEL 1 on CONSOLE-1.
- Step 2. Select Alert Tone 1 and depress the Alert Tone button.
- Step 3. Verify that RADIO-1 and RADIO-2 hear Alert Tone 1.
- Step 4. Repeat Steps 2-3 for Alert Tone 2 and 3.

Pass____ Fail____

MCC 7500E Conventional Resources

3.3.5 Conventional Comparator Voting Display and Control

1. DESCRIPTION

The receive status of all of the sites on the conventional comparator are displayed on the console. These indicators include:

Receiving: This indicates that the site is receiving a signal from a station.

Voted: This indicates that the receive site has been voted for the system.

Vote Disabled: Vote Disable status indicates a site (port) is vote disabled.

Failed: This indicates the failure of the link to the station.

SETUP

RADIO-1 – CONVENTIONAL CHANNEL 1
RADIO-1 - CONVSITE 1

CONSOLE-1 - CONVENTIONAL CHANNEL 1
CONSOLE-1 - Configured with Voting Display and Control

VERSION #1.040

2. TEST

- Step 1. Initiate a call from RADIO-1 and verify CONSOLE-1 displays the voted call.
- Step 2. On CONSOLE-1, vote disable all repeaters except the CONVSITE 1 repeater. Verify CONSOLE-1 displays "Vote Disabled" on each site. Key RADIO-1 and verify audio does not go through the vote disabled site.
- Step 3. Re-enable all the vote disabled sites through CONSOLE-1.
- Step 4. Disconnect the site link for CONVSITE 1. Verify that CONSOLE-1 displays "Failed." Key RADIO-1 and verify no audio goes through CONVSITE 1.
- Step 5. Reconnect the site link for CONVSITE 1.

Pass ____ Fail ____



MCC 7500E Conventional Resources

3.3.6 Station Control on IP-Based Analog Conventional Channel - Frequency Select Test

1. DESCRIPTION

This feature enables the MCC 7500E Console to modify operational parameter(s) on an IP-Based analog conventional channel. The operational commands include changing frequency, PL Code of the station, turning on/off monitor to enable / disable PL Code, etc. The execution of the commands requires the application of the TRC tones.

SETUP

This test requires an operational CCGW with an analog conventional channel (CONVENTIONAL CHANNEL 1) and the attached BS which is tuned to F1 transmit/receive pair.

RADIO-1 Tuned to TX Freq (F1) of CONVENTIONAL CHANNEL 1
RADIO-2 Tuned to TX Freq (F1) of CONVENTIONAL CHANNEL 1

CONSOLE-1 - CONVENTIONAL CHANNEL 1
CONSOLE-2 - CONVENTIONAL CHANNEL 1
CONSOLE-3 - Not affiliated to CONVENTIONAL CHANNEL 1

VERSION #1.020

2. TEST

- Step 1. Initiate a voice transmission from CONSOLE-1 on selected frequency on CONVENTIONAL CHANNEL 1.
- Step 2. Verify that CONSOLE-2, RADIO-1 and RADIO-2 can hear CONSOLE-1, but CONSOLE-3 does not hear CONSOLE-1.
- Step 3. End the voice transmission by releasing PTT at CONSOLE-1. Wait for a few seconds to clear the call.
- Step 4. Select frequency F2 from CONSOLE-1 on CONVENTIONAL CHANNEL 1.
- Step 5. Observe that the selected frequency is displayed at CONSOLE-1 and CONSOLE-2 has changed to F2.
- Step 6. Tune RADIO-1 to frequency F2.
- Step 7. Initiate a voice transmission from CONSOLE-1 on selected frequency on CONVENTIONAL CHANNEL 1.
- Step 8. Observe that CONSOLE-1 voice transmission is heard by RADIO-1 and CONSOLE-2. RADIO-2 and CONSOLE-3 do not hear CONSOLE-1.

Pass____ Fail____



MCC 7500E Conventional Resources

3.3.7 Alarm Input / Outputs (Aux I/O Option)

1. DESCRIPTION

The alarm inputs of the Aux I/O can be connected to almost any device that requires or can detect a relay closure. These signals can be simulated and monitored in the factory.

SETUP

Connect a multi-meter capable of monitoring closures to the proper pins of the punch block cabled to the Aux I/O. One momentary input and one momentary output should be configured on at least one MCC 7500E console.

CONSOLE-1 - TALKGROUP 1
CONSOLE-1 - SITE - CONSITE 1
Aux I/O punch block pinout:

Aux I/O 1 - pins 26,1
Aux I/O 2 - pins 27,2
Aux I/O 3 - pins 28,3
Aux I/O 4 - pins 29,4

VERSION #1.010

2. TEST

- Step 1. Using a shorting wire, simulate a relay closure on an input via the punch block.
- Step 2. Verify that CONSOLE-1 momentary input displays the icon designated for an ON_STATE.
- Step 3. Remove the shorting wire and verify that CONSOLE-1 displays the icon designated for an OFF_STATE.
- Step 4. Connect the meter to the pins to monitor a relay output.
- Step 5. Verify that the meter reads an open circuit.
- Step 6. Press the output button on the console to initiate a relay closure.
- Step 7. Verify that the meter displays a closed circuit.

Pass ____ Fail ____



3.4 SIGNOFF CERTIFICATE

By their signatures below, the following witnesses certify they have observed the system Acceptance Test Procedures.

Signatures

WITNESS: _____ Date: _____

Please Print Name: _____

Initials: _____

Please Print Title: _____

WITNESS: _____ Date: _____

Please Print Name: _____

Initials: _____

Please Print Title: _____

WITNESS: _____ Date: _____

Please Print Name: _____

Initials: _____

Please Print Title: _____

SECTION 4

WARRANTY AND MAINTENANCE PLAN

Motorola Solutions has over 90 years of experience supporting mission critical communications for public safety and public service agencies. Motorola Solutions' technical and service professionals use a structured approach to lifecycle service delivery and provide comprehensive maintenance and support throughout the life of the system. The value of support is measured by system availability, which is optimized through the use of proactive processes, such as preventive maintenance, fault monitoring and active response management. System availability is a function of having in place a support plan delivered by highly skilled support professionals, backed by proven processes, tools, and continuous training.

4.1 WARRANTY SERVICES

The service products that comprise the custom warranty package are listed below along with a brief description.

The warranty on the new infrastructure equipment will commence on the date of beneficial use or system acceptance, whichever occurs first, and will continue for twelve (12) months from that date on a seven (7) day-a-week, twenty-four (24) hour-a-day basis.

These services are included in the total cost of the system. After the warranty period expires, these services may be purchased under a separate agreement. Motorola Solutions' service package is comprised of the following services:

- Dispatch Service.
- Infrastructure Repair.
- Technical Support.
- OnSite Infrastructure Response.

Please note that the warranty services are for the equipment proposed and do not include any existing equipment. Response and repair excludes third party equipment not shipped by Motorola Solutions.

Please note that civil and site system components such as, but not limited to, UPS equipment, Generators, Shelters, and Antenna Systems are only covered by their manufacturer's warranty. Any services provided by Motorola Solutions for these items will be considered above contract and will be billed on a Time and Materials basis.

4.1.1 Dispatch Service

Motorola Solutions' Dispatch Service ensures that trained and qualified technicians are dispatched to diagnose and restore your communications network. Following



proven response and restoration processes, the local authorized service center in your area is contacted and a qualified technician is sent to your site. An automated escalation and case management process is followed to ensure that technician site arrival and system restoration comply with contracted response and restore times. Once the issue has been resolved, the System Support Center verifies resolution and with your approval, closes the case. Activity records are also available to provide a comprehensive history of site performance, issues, and resolution.

4.1.2 OnSite Infrastructure Response

Motorola Solutions OnSite Infrastructure Response provides local, trained and qualified technicians who arrive at your location to diagnose and restore your communications network. Following proven response and restore processes, Motorola Solutions Dispatch contacts the local authorized service center in your area and dispatches a qualified technician to your site. An automated escalation and case management process ensures that technician site arrival and system restoration comply with contracted response times. The field technician restores the system by performing first level troubleshooting on-site. If the technician is unable to resolve the issue, the case is escalated to the System Support Center or product engineering teams as needed.

4.1.3 Technical Support Service

Motorola Solutions Technical Support service provides an additional layer of support through centralized, telephone consultation for issues that require a high level of communications network expertise and troubleshooting capabilities. Technical Support is delivered by the System Support Center (SSC). The SSC is staffed with trained, skilled technologists specializing in the diagnosis and swift resolution of network performance issues. These technologists have access to a solutions database as well as in house test labs and development engineers. Technical Support cases are continuously monitored against stringent inbound call management and case management standards to ensure rapid and consistent issue resolution. Technical Support service translates into measurable, customer-specific metrics for assured network performance and system availability.

4.1.4 Infrastructure Repair

Infrastructure Repair service provides for the repair of all Motorola Solutions-manufactured equipment, as well as equipment from third-party infrastructure vendors. All repair management is handled through a central location eliminating your need to send equipment to multiple locations.

Comprehensive test labs replicate your network in order to reproduce and analyze the issue. State-of-the-art, industry-standard repair tools enable our technicians to troubleshoot, analyze, test, and repair your equipment. Our ISO9001 and TL9000-certified processes and methodologies ensure that your equipment is quickly returned maintaining the highest quality standards.

Service agreements allow you to budget your maintenance costs on an annual basis. Equipment covered under service agreements also receives higher service priority, which results in quicker repair times.

4.2 POST WARRANTY SERVICES

As Motorola Solutions' continuing commitment to supporting your system, warranty services can be extended after the warranty period to provide maintenance and service support in future years. Any of the services that we identify can be customized in future years, and are available for purchase either in "System Support Services" packages or as individual service offerings. These system support services significantly benefit for the Town of Hudson because the system can be effectively supported after the warranty period, thereby maximizing the operational capabilities and useful life of the system and protecting your investment in the system.

Post-warranty support has NOT been included with this offering but can be provided upon request.



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SECTION 5

PRICING

5.1 PRICING SUMMARY

Equipment Total:	\$448,604.00
Install Total:	
Includes Installation system Integration and Project Management	\$210,396.00
Project Total.....	\$659,000.00

5.2 PAYMENT SCHEDULE

1. 25% of the Contract Price due upon contract execution (due upon effective date);
2. 60% of the Contract Price due upon shipment of equipment from Staging;
3. 10% of the Contract Price due upon installation of equipment; and
4. 5% of the Contract Price due upon Final Acceptance.

5.3 EQUIPMENT LIST

Motorola Solutions plans on providing the most current models of equipment prior to system shipment. Therefore, model numbers are for informational purposes only.

QTY	NOMENCLATURE	DESCRIPTION
1	SQM01SUM0237	SINGLE ZONE CONV NON-RED CORE
1	CA02259AA	ADD: Redundancy
2	CA01896AB	ADD: BACKHAUL SWITCH
1	CA01663AB	ADD: RACK
2	CLN1868	2930F 24-PORT SWITCH <small>make sure to put all things on the contract</small>
1	DDN1289	MCN SERVER 8000 SW LIC FOR 4 MOTOROLA IP COMPARATORS & 4 CLIENTS
1	TT3492	Z2 G4 MINI WORKSTATION NON RETURNAB
1	DSY7B61AA	HP Z2 MINI ARM WALL VESA MOUNT
1	T7449	WINDOWS SUPPLEMENTAL TRANS CONFIG
1	T7885	MCAFEE WINDOWS AV CLIENT
1	BVN1013	MKM 7000 Console Alias Manager Software
1	TT3492	Z2 G4 MINI WORKSTATION NON RETURNAB
1	DSY7B61AA	HP Z2 MINI ARM WALL VESA MOUNT
1	T7449	WINDOWS SUPPLEMENTAL TRANS CONFIG
1	T7885	MCAFEE WINDOWS AV CLIENT



QTY	NOMENCLATURE	DESCRIPTION
1	TT3492	Z2 G4 MINI WORKSTATION NON RETURNAB
1	DSY7B61AA	HP Z2 MINI ARM WALL VESA MOUNT
1	T7449	WINDOWS SUPPLEMENTAL TRANS CONFIG
1	T7885	MCAFFEE WINDOWS AV CLIENT
1	F4543	SITE MANAGER BASIC
1	VA00874	ADD: AUX I-O SERV FW CURR ASTRO REL
1	V266	ADD: 90VAC TO 260VAC PS TO SM
2	B1948	MCC 7500E DISPATCH POSITION LICENSES
2	UA00653AA	ADD: BASIC CONSOLE OPERATION
2	UA00655AA	ADD: ADVANCED CONVENTIONAL OPERATION
2	UA00250AA	ADD: 30 RADIO RESOURCES LICENSE
2	UA00661AA	ADD: ENHANCED IRR
1	B1949	MCC 7500E SOFTWARE DVD
2	DSEV191B	TECH GLOBAL EVOLUTION SERIES 19INCH WITH TOUCH
2	DSY7B61AA	HP Z2 MINI ARM WALL VESA MOUNT
2	TT3492	Z2 G4 MINI WORKSTATION NON RETURNAB
2	T7885	MCAFFEE WINDOWS AV CLIENT
2	T7449	WINDOWS SUPPLEMENTAL TRANS CONFIG
2	DSF2B56AA	USB EXTERNAL DVD DRIVE
12	B1952	SPEAKER, DESKTOP, USB
12	CA03405AA	ADD: POWER SUPPLY WITH DC CORD
12	CA03406AA	ADD: AC LINE CORD, NORTH AMERICA
12	CA03412AA	ADD: USB CABLE, TYPE C TO TYPE C, 4.5M
2	B1941	USB AUDIO INTERFACE MODULE
2	B1951	MICROPHONE, DESKTOP, USB
2	CA03412AA	ADD: USB CABLE, TYPE C TO TYPE C, 4.5M
2	B1913	MCC SERIES HEADSET JACK
2	RLN6098	HDST MODULE BASE W/PTT, 15 FT CBL
2	DSTWIN6328A	PROVIDES ONE DUAL PEDAL FOOTSWITCH FOR USE WITH MOTOROLA MCC 7500 DISP
2	DSUSB31000S	STARTECH USB 3.0 TO GIGABIT ETHERNET ADAPTER
2	DSST7300U3M	STARTECH 7 PORT USB 3.0 HUB
2	DSRM116	HEAVY-DUTY SHELVES, VENTED
1	DSCL5808N	ATEN : 8 PORT LCD KVM
3	DSTSJ100BT	SPD, RJ-48 8 PIN, 10/100 BASE T TSJ PROTECTS/PASSES ON ALL 8 PIN
1	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TSJ AND WPH SERIES DATA SPDS
2	DS9PXXR1800N008S	UPS, 9PX, 1800W, 120V, SOFTWIRED, 8 MIN RUNTIME RACKMOUNT



QTY	NOMENCLATURE	DESCRIPTION
2	DSGXTR0900N007	UPS, GXT RACKMOUNT 1000VA/900W, 7 MIN RUNTIME 120V SOFTWIRED
2	DSDRS1215	SPD, 12 OUTLETS 15 FT CORD 1050 JOULES NON-ISOBAR SURGE SUPPRESSOR 15
2	SQM01SUM0205	GGM 8000 GATEWAY
2	CA01616AA	ADD: AC POWER
2	CA02141AA	ADD: LOW DENSITY ENH CONV GATEWAY
5	F2380	MCD 5000 DESKSET
5	FHN7469	MCD 5000 DESKSET / RGU POWER SUPPLY WITH USA POWER CORD
1	CLN1868	2930F 24-PORT SWITCH
2	F7879	SM, RADIO GATEWAY UNIT (RGU)
2	FHN7469	MCD 5000 DESKSET / RGU POWER SUPPLY WITH USA POWER CORD
2	FTN7490	MCD 5000 DESKSET RGU RACK MOUNT PANEL PLUS SCREWS
6	L37TSS9PW1 N	ALL BAND CONSOLETTTE
6	G806	ENH: ASTRO DIGITAL CAI OP APX
6	G48	ENH: CONVENTIONAL OPERATION
6	W12	ADD: RF PREAMP
6	L999	ADD: FULL FP W/05/KEYPAD/CLOCK/VU
6	G90	ADD: NO MICROPHONE NEEDED
6	CA01598	ADD: AC LINE CORD US
6	G78	ADD: 3Y ESSENTIAL SERVICE
6	GA05507	DEL: DELETE 7/800MHZ BAND
6	GA05509	DEL: DELETE UHF BAND
6	HKN6233C	APX CONSOLETTTE RACK MOUNT KIT
1	THN1012	RACK 7' OPEN
4	0784469Y02	BRKT, CBL SUPPORT
1	3182602Y06	GROUNDING BUS BAR
1	DS9PXXR1800N008S	UPS, 9PX, 1800W, 120V, SOFTWIRED, 8 MIN RUNTIME RACKMOUNT
2	DSDRS1215	SPD, 12 OUTLETS 15 FT CORD 1050 JOULES NON-ISOBAR SURGE SUPPRESSOR 15
6	DSCD29138166MVA5	VHF CONTROL STATION ANTENNA, 2DBD, 136-166 MHZ, 50W, MM2 MOUNT
6	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
60	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
6	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
6	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)

QTY	NOMENCLATURE	DESCRIPTION
1000	L3323	AVA5-50, 7/8 IN VIRTUAL AIR COAXIAL CABLE, CORRUGATED COPPER
6	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
6	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
6	DSF4PDMV2C	F4PDMV2-C 1/2" 7-16 DIN MALE CONNECTOR
120	L1702	FSJ4-50B CABLE: 1/2" SUPERFLEX POLY JKT PER FOOT
6	DDN9682	F4PNMV2-HC 1/2" TYPE N MALE PLATED CONNECTOR
1	THN1012	RACK 7' OPEN
4	0784469Y02	BRKT, CBL SUPPORT
1	3182602Y06	GROUNDING BUS BAR
1	DSDRS1215	SPD, 12 OUTLETS 15 FT CORD 1050 JOULES NON-ISOBAR SURGE SUPPRESSOR 15
1	DSCOL54160	OMNI, MEANDER COLLINEAR, 6.0 DBD, 150-160 MHZ, PIM RATED
1	DSCOL51160	OMNI, RUGGED MENDER COLLINEAR, 0 DBD, 150-160 MHZ, PIM RATED
2	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
20	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
2	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
2	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
500	L3323	AVA5-50, 7/8 IN VIRTUAL AIR COAXIAL CABLE, CORRUGATED COPPER
2	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
2	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
2	DSF4PDMV2C	F4PDMV2-C 1/2" 7-16 DIN MALE CONNECTOR
40	L1702	FSJ4-50B CABLE: 1/2" SUPERFLEX POLY JKT PER FOOT
2	DDN9682	F4PNMV2-HC 1/2" TYPE N MALE PLATED CONNECTOR
1	DSSPD-2489	dbSpectra Custom 3-Ch Combiner/Mux with filtering
2	T8492	SITE AND HUB ROUTER AND FIREWALL- AC
2	CA03445AA	ADD: MISSION CRITICAL HARDENING
2	CA03448AA	ADD: STATEFUL FIREWALL
4	CLN1868	2930F 24-PORT SWITCH
1	F4543	SITE MANAGER BASIC
1	VA00874	ADD: AUX I-O SERV FW CURR ASTRO REL
1	V266	ADD: 90VAC TO 260VAC PS TO SM
3	B1948	MCC 7500E DISPATCH POSITION LICENSES

QTY	NOMENCLATURE	DESCRIPTION
3	UA00653AA	ADD: BASIC CONSOLE OPERATION
3	UA00655AA	ADD: ADVANCED CONVENTIONAL OPERATION
3	UA00250AA	ADD: 30 RADIO RESOURCES LICENSE
3	UA00661AA	ADD: ENHANCED IRR
1	B1949	MCC 7500E SOFTWARE DVD
3	DSEV191B	TECH GLOBAL EVOLUTION SERIES 19INCH WITH TOUCH
3	DSY7B61AA	HP Z2 MINI ARM WALL VESA MOUNT
3	TT3492	Z2 G4 MINI WORKSTATION NON RETURNAB
3	T7885	MCAFFEE WINDOWS AV CLIENT
3	T7449	WINDOWS SUPPLEMENTAL TRANS CONFIG
3	DSF2B56AA	USB EXTERNAL DVD DRIVE
9	B1952	SPEAKER, DESKTOP, USB
9	CA03405AA	ADD: POWER SUPPLY WITH DC CORD
9	CA03406AA	ADD: AC LINE CORD, NORTH AMERICA
9	CA03412AA	ADD: USB CABLE, TYPE C TO TYPE C, 4.5M
3	B1941	USB AUDIO INTERFACE MODULE
3	B1951	MICROPHONE, DESKTOP, USB
3	CA03412AA	ADD: USB CABLE, TYPE C TO TYPE C, 4.5M
3	B1913	MCC SERIES HEADSET JACK
3	RLN6098	HDST MODULE BASE W/PTT, 15 FT CBL
3	DSTWIN6328A	PROVIDES ONE DUAL PEDAL FOOTSWITCH FOR USE WITH MOTOROLA MCC 7500 DISP
3	DSUSB31000S	STARTECH USB 3.0 TO GIGABIT ETHERNET ADAPTER
3	DSST7300U3M	STARTECH 7 PORT USB 3.0 HUB
1	THN1012	RACK 7' OPEN
4	0784469Y02	BRKT, CBL SUPPORT
1	3182602Y06	GROUNDING BUS BAR
2	DSTSJ100BT	SPD, RJ-48 8 PIN, 10/100 BASE T TSJ PROTECTS/PASSES ON ALL 8 PIN
1	DSTSJADP	RACK MOUNT GROUND BAR, 19 IN FOR TSJ AND WPH SERIES DATA SPDS
1	DSGXTR0900N007	UPS, GXT RACKMOUNT 1000VA/900W, 7 MIN RUNTIME 120V SOFTWIRED
3	DSGXTR0900N007	UPS, GXT RACKMOUNT 1000VA/900W, 7 MIN RUNTIME 120V SOFTWIRED
1	DSDRS1215	SPD, 12 OUTLETS 15 FT CORD 1050 JOULES NON-ISOBAR SURGE SUPPRESSOR 15
1	SQM01SUM0205	GGM 8000 GATEWAY
1	CA01616AA	ADD: AC POWER
1	CA02141AA	ADD: LOW DENSITY ENH CONV GATEWAY



QTY	NOMENCLATURE	DESCRIPTION
7	F2380	MCD 5000 DESKSET
7	FHN7469	MCD 5000 DESKSET / RGU POWER SUPPLY WITH USA POWER CORD
1	CLN1856	2620-24 ETHERNET SWITCH
1	F7879	SM, RADIO GATEWAY UNIT (RGU)
1	FHN7469	MCD 5000 DESKSET / RGU POWER SUPPLY WITH USA POWER CORD
1	FTN7490	MCD 5000 DESKSET RGU RACK MOUNT PANEL PLUS SCREWS
3	L37TSS9PW1 N	ALL BAND CONSOLETTTE
3	G806	ENH: ASTRO DIGITAL CAI OP APX
3	G48	ENH: CONVENTIONAL OPERATION
3	W12	ADD: RF PREAMP
3	L999	ADD: FULL FP W/05/KEYPAD/CLOCK/VU
3	G90	ADD: NO MICROPHONE NEEDED
3	CA01598	ADD: AC LINE CORD US
3	G78	ADD: 3Y ESSENTIAL SERVICE
3	GA05507	DEL: DELETE 7/800MHZ BAND
3	GA05509	DEL: DELETE UHF BAND
3	HKN6233C	APX CONSOLETTTE RACK MOUNT KIT
3	0180706K82	CABINET,CABINET,GSERIES24RU
1	DS9PXXR1800N008S	UPS, 9PX, 1800W, 120V, SOFTWIRED, 8 MIN RUNTIME RACKMOUNT
1	DSGXTR0900N007	UPS, GXT RACKMOUNT 1000VA/900W, 7 MIN RUNTIME 120V SOFTWIRED
2	DSDRS1215	SPD, 12 OUTLETS 15 FT CORD 1050 JOULES NON-ISOBAR SURGE SUPPRESSOR 15
1	DSCOL54160	OMNI, MEANDER COLLINEAR, 6.0 DBD, 150-160 MHZ, PIM RATED
3	DSCD29138166MVA5	VHF CONTROL STATION ANTENNA, 2DBD, 136-166 MHZ, 50W, MM2 MOUNT
4	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
40	L1705	LDF4-50A CABLE: 1/2" LDF HELIAX POLY JKT PER FOOT
4	DDN1090	L4TDM-PSA 7-16 DIN MALE PS FOR 1/2 IN CABLE
4	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
500	L3323	AVA5-50, 7/8 IN VIRTUAL AIR COAXIAL CABLE, CORRUGATED COPPER
4	DDN1077	7-16IN DIN FEMALE CONNECTOR EZ-FIT FOR 7/8IN CABLE (MOTOROLA SPECIFIC)
4	DSVHF50DMAPGR	RF SPD, 100-512MHZ, DC BLOCK HIGH POWER DIN MALE ANT, DIN FEMALE EQUIP
4	DSF4PDMV2C	F4PDMV2-C 1/2" 7-16 DIN MALE CONNECTOR

QTY	NOMENCLATURE	DESCRIPTION
80	L1702	FSJ4-50B CABLE: 1/2" SUPERFLEX POLY JKT PER FOOT
4	DDN9682	F4PNMV2-HC 1/2" TYPE N MALE PLATED CONNECTOR
1	DSDSRMC0608AAN	RXMC ASSEMBLY, 8CH AC
1	T8492	SITE AND HUB ROUTER AND FIREWALL- AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
2	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL- AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
2	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL- AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
1	CLN1868	2930F 24-PORT SWITCH
1	T8492	SITE AND HUB ROUTER AND FIREWALL- AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL
2	CLN1868	2930F 24-PORT SWITCH
1	DLN6966	FRU: GCP 8000/GCM 8000/GPB 8000
1	DLN6781	FRU: POWER SUPPLY
1	DLN6898	FRU: FAN MODULE
1	CLN1868	2930F 24-PORT SWITCH
1	SQM01SUM0205	GGM 8000 GATEWAY
1	CA01616AA	ADD: AC POWER
1	CA02086AA	ADD: HIGH DENSITY ENH CONV GATEWAY
1	T8492	SITE AND HUB ROUTER AND FIREWALL- AC
1	CA03445AA	ADD: MISSION CRITICAL HARDENING
1	CA03448AA	ADD: STATEFUL FIREWALL

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5.4 COMMUNICATIONS SYSTEM AND SERVICES AGREEMENT

Motorola Solutions has provided a Communications System and Services Agreement and Exhibits on the following pages.



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Communications System and Services Agreement

Motorola Solutions, Inc. ("Motorola") and the Town of Hudson, NH ("Customer") enter into this "Agreement," pursuant to which Customer will purchase and Motorola will sell the System and Services, as described below. Motorola and Customer may be referred to individually as a "Party" and collectively as the "Parties." For good and valuable consideration, the Parties agree as follows:

Section 1 ATTACHMENTS

1.1. EXHIBITS. The Exhibits listed below are exhibits related to the System sale and implementation. These Exhibits are incorporated into and made a part of this Agreement.

Exhibit A "Motorola Software License Agreement"

Exhibit B "Payment"

Exhibit C Technical and Implementation Documents

C-1 "System Description" dated 10/3/2019

C-2 "Pricing Summary & Equipment List" dated 10/3/2019

C-3 "Implementation Statement of Work" dated 10/3/2019

C-4 "Acceptance Test Plan" or "ATP" dated 10/3/2019

C-5 "Performance Schedule" dated "Intentionally Omitted"

Exhibit D "System Acceptance Certificate"

1.2. ADDENDUM (ADDENDA). Customer may elect to purchase professional or subscription services in addition to the System and related services. Any such services will be governed by the terms in the main body of the Agreement and an applicable Addendum containing terms specific to such service. Such Addenda will be labeled with the name of the service being purchased.

1.3. ORDER OF PRECEDENCE. In interpreting this Agreement and resolving any ambiguities: 1) the main body of this Agreement takes precedence over the exhibits (unless otherwise specified in an exhibit), and any inconsistency between Exhibits A through D will be resolved in their listed order, and 2) The applicable service Addendum will take precedence over the main body of the Agreement and the Exhibits.

Section 2 DEFINITIONS

Capitalized terms used in this Agreement have the following meanings:

"Acceptance Tests" means those tests described in the Acceptance Test Plan.

"Addendum (Addenda)" is the title of the document(s) containing a specific set of terms and conditions applicable to a particular service or other offering beyond the Communication System and System implementation services. The terms in the Addendum are applicable only to the specific service or offering described therein.

"Administrative User Credentials" means an account that has total access over the operating system, files, end user accounts and passwords at either the System level or box level. Customer's personnel with access to the Administrative User Credentials may be referred to as the Administrative User.

"Beneficial Use" means when Customer first uses the System or a Subsystem for operational purposes (excluding training or testing).

"Confidential Information" means all information consistent with the fulfillment of this Agreement that is (i) disclosed under this Agreement in oral, written, graphic, machine recognizable, and/or sample form, being clearly designated, labeled or marked as confidential or its equivalent or (ii) obtained by

examination, testing or analysis of any hardware, software or any component part thereof provided by discloser to recipient. The nature and existence of this Agreement are considered Confidential Information. Confidential Information that is disclosed orally must be identified as confidential at the time of disclosure and confirmed by the discloser by submitting a written document to the recipient within thirty (30) days after such disclosure. The written document must contain a summary of the Confidential Information disclosed with enough specificity for identification purpose and must be labeled or marked as confidential or its equivalent.

“Contract Price” means the price for the System and implementation Services, excluding applicable sales or similar taxes and freight charges. Further, unless otherwise stated in Exhibit B, “Payment” or the pricing pages of the proposal, recurring fees for maintenance, SUA, or subscription services are not included in the Contract Price.

“Deliverables” means all written information (such as reports, specifications, designs, plans, drawings, analytics, Solution Data, or other technical or business information) that Motorola prepares for Customer in the performance of the Services and is obligated to provide to Customer under this Agreement. The Deliverables, if any, are more fully described in the Statement of Work.

“Derivative Proprietary Materials” means derivatives of the Proprietary Materials that Motorola may from time to time, including during the course of providing the Services, develop and/or use and/or to which Motorola provides Customer access.

“Effective Date” means that date upon which the last Party executes this Agreement.

“Equipment” means the hardware components of the Solution that Customer purchases from Motorola under this Agreement. Equipment that is part of the System is described in the Equipment List.

“Feedback” means comments or information, in oral or written form, given to Motorola by Customer in connection with or relating to Equipment or Services, during the term of this Agreement.

“Force Majeure” means an event, circumstance, or act that is beyond a Party’s reasonable control, such as an act of God, an act of the public enemy, an act of a government entity, strikes, other labor disturbances, supplier performance, hurricanes, earthquakes, fires, floods, epidemics, embargoes, war, riots, or any other similar cause.

“Motorola Software” means software that Motorola or its affiliated companies owns.

“Non-Motorola Software” means software that a party other than Motorola or its affiliated companies owns.

“Open Source Software” (also called “freeware” or “shareware”) means software with either freely obtainable source code, license for modification, or permission for free distribution.

“Proprietary Materials” means certain software tools and/or other technical materials, including, but not limited to, data, modules, components, designs, utilities, subsets, objects, program listings, models, methodologies, programs, systems, analysis frameworks, leading practices and specifications which Motorola has developed prior to, or independently from, the provision of the Services and/or which Motorola licenses from third parties.

“Proprietary Rights” means the patents, patent applications, inventions, copyrights, trade secrets, trademarks, trade names, mask works, know-how, and other intellectual property rights in and to the Equipment and Software, including those created or produced by Motorola under this Agreement and any corrections, bug fixes, enhancements, updates or modifications to or derivative works from the Software whether made by Motorola or another party.

“**Services**” means system implementation, maintenance, support, subscription, or other professional services provided under this Agreement, which may be further described in the applicable Addendum and/or SOW.

“**Software**” (i) means proprietary software in object code format, and adaptations, translations, de-compilations, disassemblies, emulations, or derivative works of such software; (ii) means any modifications, enhancements, new versions and new releases of the software provided by Motorola; and (iii) may contain one or more items of software owned by a third party supplier. The term "Software" does not include any third party software provided under separate license or third party software not licensable under the terms of this Agreement.

“**Software License Agreement**” means the Motorola Software License Agreement (Exhibit A).

“**Software Support Policy**” (“**SwSP**”) means the policy set forth at <http://www.motorolasolutions.com/softwarepolicy> describing the specific technical support that will be provided to Customers under the Warranty Period and during any paid maintenance support period for Motorola Software. This policy may be modified from time to time at Motorola’s discretion.

“**Solution**” means the combination of the System(s) and Services provided by Motorola under this Agreement.

“**Solution Data**” means Customer data that is transformed, altered, processed, aggregated, correlated or operated on by Motorola, its vendors or other data sources and data that has been manipulated or retrieved using Motorola know-how to produce value-added content to data consumers, including customers or citizens which is made available to Customer with the Solution and Services.

“**Specifications**” means the functionality and performance requirements that are described in the Technical and Implementation Documents.

“**SUA**” or “**SUA II**” means Motorola’s Software Upgrade Agreement program.

“**Subsystem**” means a major part of the System that performs specific functions or operations. Subsystems are described in the Technical and Implementation Documents.

“**System**” means the Equipment, including incidental hardware and materials, Software, and design, installation and implementation services that are combined together into an integrated system; the System(s) is (are) described in the Technical and Implementation Documents.

“**System Acceptance**” means the Acceptance Tests have been successfully completed.

“**System Data**” means data created by, in connection with or in relation to Equipment or the performance of Services under this Agreement.

“**Warranty Period**” for System Hardware, Software, or services related to system implementation means one (1) year from the date of System Acceptance or Beneficial Use, whichever occurs first. Unless otherwise stated in the applicable Addendum, Warranty Period for other Services means ninety (90) days from performance of the Service.

Section 3 SCOPE OF AGREEMENT AND TERM

3.1. **SCOPE OF WORK.** Motorola will provide, install and test the System(s), and perform its other contractual responsibilities to provide the Solution, all in accordance with this Agreement. Customer will perform its contractual responsibilities in accordance with this Agreement.

3.2. CHANGE ORDERS. Either Party may request changes within the general scope of this Agreement. If a requested change causes an increase or decrease in the cost or time required to perform this Agreement, the Parties will agree to an equitable adjustment of the Contract Price or applicable subscription fees, Performance Schedule, or both, and will reflect the adjustment in a change order or Addendum. Neither Party is obligated to perform requested changes unless both Parties execute a written change order.

3.3. TERM. Unless terminated in accordance with other provisions of this Agreement or extended by mutual agreement of the Parties, the term of this Agreement begins on the Effective Date and continues until the date of Final Project Acceptance or expiration of the Warranty Period, or completion of the Services, whichever occurs last. The term and the effective date of recurring Services will be set forth in the applicable Addendum.

3.4. ADDITIONAL EQUIPMENT OR SOFTWARE. For three (3) years after the expiration date of the Agreement, Customer may order additional Equipment or Software, if it is then available. Each purchase order must refer to this Agreement, the expiration date of the Agreement, and must specify the pricing and delivery terms. The Parties agree that, notwithstanding expiration of the Agreement, the applicable provisions of this Agreement (except for pricing, delivery, passage of title and risk of loss to Equipment, warranty commencement, and payment terms) will govern the purchase and sale of the additional Equipment or Software. Additional or contrary terms in the purchase order will be inapplicable, unless signed by both parties. Title and risk of loss to additional Equipment will pass at shipment, warranty will commence upon delivery, and payment is due within thirty (30) days after the invoice date. Motorola will send Customer an invoice as the additional Equipment is shipped or Software is licensed. Alternatively, Customer may register with and place orders through Motorola Online ("MOL"), and this Agreement will be the "Underlying Agreement" for those MOL transactions rather than the MOL On-Line Terms and Conditions of Sale. MOL registration and other information may be found at <https://businessonline.motorolasolutions.com> and the MOL telephone number is (800) 814-0601.

3.5. MOTOROLA SOFTWARE. Any Motorola Software, including subsequent releases, is licensed to Customer solely in accordance with the Software License Agreement. Customer hereby accepts and agrees to abide by all of the terms and restrictions of the Software License Agreement.

3.6. NON-MOTOROLA SOFTWARE. Any Non-Motorola Software is licensed to Customer in accordance with the standard license, terms, and restrictions of the copyright owner on the Effective Date unless the copyright owner has granted to Motorola the right to sublicense the Non-Motorola Software pursuant to the Software License Agreement, in which case it applies and the copyright owner will have all of Licensor's rights and protections under the Software License Agreement. Motorola makes no representations or warranties of any kind regarding Non-Motorola Software. Non-Motorola Software may include Open Source Software.

3.7. SUBSTITUTIONS. At no additional cost to Customer, Motorola may substitute any Equipment, Software, or services to be provided by Motorola, if the substitute meets or exceeds the Specifications and is of equivalent or better quality to the Customer. Any substitution will be reflected in a change order.

3.8. OPTIONAL EQUIPMENT OR SOFTWARE. This paragraph applies only if a "Priced Options" exhibit is shown in Section 1, or if the parties amend this Agreement to add a Priced Options exhibit. During the term of the option as stated in the Priced Options exhibit (or if no term is stated, then for one (1) year after the Effective Date), Customer has the right and option to purchase the equipment, software, and related services that are described in the Priced Options exhibit. Customer may exercise this option by giving written notice to Seller which must designate what equipment, software, and related services Customer is selecting (including quantities, if applicable). To the extent they apply, the terms and conditions of this Agreement will govern the transaction; however, the parties acknowledge that certain provisions must be agreed upon, and they agree to negotiate those in good faith promptly after Customer delivers the option exercise notice. Examples of provisions that may need to be negotiated are: specific lists of deliverables, statements of work, acceptance test plans, delivery and implementation schedules,

payment terms, maintenance and support provisions, additions to or modifications of the Software License Agreement, hosting terms, and modifications to the acceptance and warranty provisions.

Section 4 SERVICES

4.1. If Customer desires and Motorola agrees to continue Services beyond the Term, Customer's issuance and Motorola's acceptance of a purchase order for Services will serve as an automatic extension of the Agreement for purposes of the continuing Services. Only the terms and conditions applicable to the performance of Services will apply to the extended Agreement.

4.2. During the Warranty Period, in addition to warranty services, Motorola will provide maintenance Services for the Equipment and support for the Motorola Software pursuant to the applicable maintenance and support Statements of Work. Support for the Motorola Software will be in accordance with Motorola's established Software Support Policy. Copies of the SwSP can be found at <http://www.motorolasolutions.com/softwarepolicy> and will be sent by mail, email or fax to Customer upon written request. Maintenance Services and support during the Warranty Period are included in the Contract Price. Unless already included in the Contract Price, if Customer wishes to purchase 1) additional maintenance or software support services during the Warranty Period; or 2) continue or expand maintenance, software support, installation, and/or SUA services after the Warranty Period, Motorola will provide the description of and pricing for such services in a separate proposal document. Unless otherwise agreed by the parties in writing, the terms and conditions in this Agreement applicable to maintenance, support, installation, and/or SUA Services, will be included in the Maintenance and Support Addendum, SUA Addendum, the applicable Statements of Work, and the proposal, (if applicable). These collective terms will govern the provision of such Services.

To obtain any such additional Services, Customer will issue a purchase order referring to this Agreement and the separate proposal document. Omission of reference to this Agreement in Customer's purchase order will not affect the applicability of this Agreement. Motorola's proposal may include a cover page entitled "Service Agreement" or "Installation Agreement", as applicable, and other attachments. These cover pages and other attachments are incorporated into this Agreement by this reference

4.3. **PROFESSIONAL AND SUBSCRIPTION SERVICES.** If Customer purchases professional or subscription Services as part of the Solution, additional or different terms specific to such Service will be included in the applicable Addendum and will apply to those Services. Customer may purchase additional professional or subscription services by issuing a purchase order referencing this Agreement and Motorola's proposal for such additional services.

4.4. Any information in the form of specifications, drawings, reprints, technical information or otherwise furnished to Customer in providing Services under this Agreement or Motorola data viewed, accessed, will remain Motorola's property, will be deemed proprietary, Confidential Information. This Confidential Information will be promptly returned at Motorola's request.

4.5. **TOOLS.** All tools, equipment, dies, gauges, models, drawings or other materials paid for or furnished by Motorola for the purpose of providing Services under this Agreement will be and remain the sole property of Motorola. Customer will safeguard all such property while it is in Customer's custody or control, be liable for any loss or damage to this property, and return it to Motorola upon request. This property will be held by Customer for Motorola's use without charge and may be removed from Customer's premises by Motorola at any time without restriction. Upon termination of the contract for any reason, Customer shall return to Motorola all equipment delivered to Customer.

4.6. **COVENANT NOT TO EMPLOY.** During the term of this Agreement and continuing for a period of two (2) years thereafter, Customer will not hire, engage on contract, solicit the employment of, or recommend employment to any third party of any employee of Motorola or its subcontractors without the prior written authorization of Motorola. This provision applies only to those employees of Motorola or its subcontractors who are responsible for rendering Services under this Agreement. If this provision is

found to be overly broad under applicable law, it will be modified as necessary to conform to applicable law.

4.7. **CUSTOMER OBLIGATIONS.** If the applicable Statement of Work or Addendum contains assumptions that affect the Services or Deliverables, Customer will verify that they are accurate and complete. Any information that Customer provides to Motorola concerning the Services or Deliverables will be accurate and complete in all material respects. Customer will make timely decisions and obtain any required management approvals that are reasonably necessary for Motorola to perform the Services and its other duties under this Agreement. Unless the Statement of Work states the contrary, Motorola may rely upon and is not required to evaluate, confirm, reject, modify, or provide advice concerning any assumptions and Customer-provided information, decisions and approvals described in this paragraph.

4.8. **ASSUMPTIONS.** If any assumptions or conditions contained in this Agreement, applicable Addenda or Statements of Work prove to be incorrect or if Customer's obligations are not performed, Motorola's ability to perform under this Agreement may be impacted and changes to the Contract Price, subscription fees, project schedule, Deliverables, or other changes may be necessary.

4.9. **NON-PRECLUSION.** If, as a result of the Services performed under this Agreement, Motorola recommends that Customer purchase products or other services, nothing in this Agreement precludes Motorola from participating in a future competitive bidding process or otherwise offering or selling the recommended products or other services to Customer. Customer represents that this paragraph does not violate its procurement or other laws, regulations, or policies.

4.10. **PROPRIETARY MATERIALS.** Customer acknowledges that Motorola may use and/or provide Customer with access to Proprietary Materials and Derivative Proprietary Materials. The Proprietary Materials and the Derivative Proprietary Materials are the sole and exclusive property of Motorola and Motorola retains all right, title and interest in and to the Proprietary Materials and Derivative Proprietary Materials.

4.11. **ADDITIONAL SERVICES.** Any services performed by Motorola outside the scope of this Agreement at the direction of Customer will be considered to be additional Services which are subject to additional charges. Any agreement to perform additional Services will be reflected in a written and executed change order, Addendum or amendment to this Agreement.

Section 5 PERFORMANCE SCHEDULE

The Parties will perform their respective responsibilities in accordance with the Performance Schedule. By executing this Agreement, Customer authorizes Motorola to proceed with contract performance.

Section 6 CONTRACT PRICE, PAYMENT AND INVOICING

6.1. Customer affirms that a purchase order or notice to proceed is not required for contract performance or for subsequent years of service, if any, and that sufficient funds have been appropriated in accordance with applicable law. The Customer will pay all invoices as received from Motorola and any changes in scope will be subject to the change order process as described in this Agreement. At the time of execution of this Agreement, the Customer will provide all necessary reference information to include on invoices for payment in accordance with this Agreement.

6.2. **CONTRACT PRICE.** The Contract Price in U.S. dollars is \$659,000.00. If applicable, a pricing summary is included with the Payment schedule in Exhibit B. Motorola has priced the Services, Software, and Equipment as an integrated System. A change in Software or Equipment quantities, or Services, may affect the overall Contract Price, including discounts if applicable. Fees for professional, SUA, and/or subscription services which are not included in the Contract Price may be listed in Exhibit B, the pricing pages of the proposal, or the applicable Addendum.

6.3. **INVOICING AND PAYMENT.** Motorola will submit invoices to Customer according to the Payment schedule in Exhibit B. Except for a payment that is due on the Effective Date, Customer will make payments to Motorola within thirty (30) days after the date of each invoice. Customer will make payments when due in the form of a wire transfer, check, or cashier's check from a U.S. financial institution. Overdue invoices will bear simple interest at the maximum allowable rate. For reference, the Federal Tax Identification Number for Motorola is 36-1115800.

6.4. **FREIGHT, TITLE, AND RISK OF LOSS.** Motorola will pre-pay and add all freight charges to the invoices. Title and risk of loss to the Equipment will pass to Customer upon shipment. Title to Software will not pass to Customer at any time. Motorola will pack and ship all Equipment in accordance with good commercial practices.

6.5. **INVOICING AND SHIPPING ADDRESSES.** Invoices will be sent to the Customer at the following address:

Invoices and Ultimate Shipping Address of Equipment/ Hudson Fire Department, Robert Buxton, 15 Library Street, Hudson, NH 03051, 603-886-6021, rbuxton@hudsonnh.gov

Please ship equipment to shop/ 2-Way Communications, Bill Bartlett, 23 River Rd, Newington, NH 03801

Section 7 SITES AND SITE CONDITIONS

7.1. **ACCESS TO SITES.** In addition to its responsibilities described elsewhere in this Agreement, Customer will provide a designated project manager; all necessary construction and building permits, zoning variances, licenses, and any other approvals that are necessary to develop or use the sites and mounting locations; and access to the worksites or vehicles identified in the Technical and Implementation Documents as reasonably requested by Motorola so that it may perform its duties in accordance with the Performance Schedule and Statement of Work. If the Statement of Work so indicates, Motorola may assist Customer in the local building permit process.

7.2. **SITE CONDITIONS.** Customer will ensure that all work sites it provides will be safe, secure, and in compliance with all applicable industry and OSHA standards. To the extent applicable and unless the Statement of Work states to the contrary, Customer will ensure that these work sites have adequate: physical space; air conditioning and other environmental conditions; adequate and appropriate electrical power outlets, distribution, equipment and connections; and adequate telephone or other communication lines (including modem access and adequate interfacing networking capabilities), all for the installation, use and maintenance of the System. Before installing the Equipment or Software at a work site, Motorola may inspect the work site and advise Customer of any apparent deficiencies or non-conformities with the requirements of this Section. This Agreement is predicated upon normal soil conditions as defined by the version of E.I.A. standard RS-222 in effect on the Effective Date.

7.3. **SITE ISSUES.** If a Party determines that the sites identified in the Technical and Implementation Documents are no longer available or desired, or if subsurface, structural, adverse environmental or latent conditions at any site differ from those indicated in the Technical and Implementation Documents,

the Parties will promptly investigate the conditions and will select replacement sites or adjust the installation plans and specifications as necessary. If change in sites or adjustment to the installation plans and specifications causes a change in the cost or time to perform, the Parties will equitably amend the Contract Price, Performance Schedule, or both, by a change order.

Section 8 TRAINING

Any training to be provided by Motorola to Customer will be described in the applicable Statement of Work. Customer will notify Motorola immediately if a date change for a scheduled training program is required. If Motorola incurs additional costs because Customer reschedules a training program less than thirty (30) days before its scheduled start date, Motorola may recover these additional costs.

Section 9 SYSTEM ACCEPTANCE

9.1. COMMENCEMENT OF ACCEPTANCE TESTING. Motorola will provide to Customer at least ten (10) days notice before the Acceptance Tests commence. System testing will occur only in accordance with the Acceptance Test Plan.

9.2. SYSTEM ACCEPTANCE. System Acceptance will occur upon successful completion of the Acceptance Tests. Upon System Acceptance, the Parties will memorialize this event by promptly executing a System Acceptance Certificate. If the Acceptance Test Plan includes separate tests for individual Subsystems or phases of the System, acceptance of the individual Subsystem or phase will occur upon the successful completion of the Acceptance Tests for the Subsystem or phase, and the Parties will promptly execute an acceptance certificate for the Subsystem or phase. If Customer believes the System has failed the completed Acceptance Tests, Customer will provide to Motorola a written notice that includes the specific details of the failure. If Customer does not provide to Motorola a failure notice within thirty (30) days after completion of the Acceptance Tests, System Acceptance will be deemed to have occurred as of the completion of the Acceptance Tests. Minor omissions or variances in the System that do not materially impair the operation of the System as a whole will not postpone System Acceptance or Subsystem acceptance, but will be corrected according to a mutually agreed schedule.

9.3. BENEFICIAL USE. Customer acknowledges that Motorola's ability to perform its implementation and testing responsibilities may be impeded if Customer begins using the System before System Acceptance. Therefore, Customer will not commence Beneficial Use before System Acceptance without Motorola's prior written authorization, which will not be unreasonably withheld. Motorola is not responsible for System performance deficiencies that occur during unauthorized Beneficial Use. Upon commencement of Beneficial Use, Customer assumes responsibility for the use and operation of the System.

9.4. FINAL PROJECT ACCEPTANCE. Final Project Acceptance will occur after System Acceptance when all deliverables and other work have been completed. When Final Project Acceptance occurs, the parties will promptly memorialize this final event by so indicating on the System Acceptance Certificate.

Section 10 REPRESENTATIONS AND WARRANTIES

10.1. SYSTEM FUNCTIONALITY. Motorola represents that the System will perform in accordance with the Specifications in all material respects. Upon System Acceptance or Beneficial Use, whichever occurs first, this System functionality representation is fulfilled. Motorola is not responsible for System performance deficiencies that are caused by ancillary equipment not furnished by Motorola which is attached to or used in connection with the System or for reasons or parties beyond Motorola's control, such as natural causes; the construction of a building that adversely affects the microwave path reliability or radio frequency (RF) coverage; the addition of frequencies at System sites that cause RF interference or intermodulation; or Customer changes to load usage or configuration outside the Specifications.

10.2. **EQUIPMENT WARRANTY.** During the Warranty Period, Motorola warrants that the Equipment under normal use and service will be free from material defects in materials and workmanship. If System Acceptance is delayed beyond six (6) months after shipment of the Equipment by events or causes beyond Motorola's control, this warranty expires eighteen (18) months after the shipment of the Equipment.

10.3. **SOFTWARE WARRANTY.** Except as described in the SwSP and unless otherwise stated in the Software License Agreement, during the Warranty Period, Motorola warrants the Software in accordance with the warranty terms set forth in the Software License Agreement and the provisions of this Section that are applicable to the Software. If System Acceptance is delayed beyond six (6) months after shipment of the Motorola Software by events or causes beyond Motorola's control, this warranty expires eighteen (18) months after the shipment of the Motorola Software. **Nothing in this Warranty provision is intended to conflict or modify the Software Support Policy. In the event of an ambiguity or conflict between the Software Warranty and Software Support Policy, the Software Support Policy governs.**

10.4. **EXCLUSIONS TO EQUIPMENT AND SOFTWARE WARRANTIES.** These warranties do not apply to: (i) defects or damage resulting from: use of the Equipment or Software in other than its normal, customary, and authorized manner; accident, liquids, neglect, or acts of God; testing, maintenance, disassembly, repair, installation, alteration, modification, or adjustment not provided or authorized in writing by Motorola; Customer's failure to comply with all applicable industry and OSHA standards; (ii) breakage of or damage to antennas unless caused directly by defects in material or workmanship; (iii) Equipment that has had the serial number removed or made illegible; (iv) batteries (because they carry their own separate limited warranty) or consumables; (v) freight costs to ship Equipment to the repair depot; (vi) scratches or other cosmetic damage to Equipment surfaces that does not affect the operation of the Equipment; and (vii) normal or customary wear and tear.

10.5. **SERVICE WARRANTY.** During the Warranty Period, Motorola warrants that the Services will be provided in a good and workmanlike manner and will conform in all material respects to the applicable Statement of Work. Services will be free of defects in materials and workmanship for a period of ninety (90) days from the date the performance of the Services are completed. Customer acknowledges that the Deliverables may contain recommendations, suggestions or advice from Motorola to Customer (collectively, "recommendations"). Motorola makes no warranties concerning those recommendations, and Customer alone accepts responsibility for choosing whether and how to implement the recommendations and the results to be realized from implementing them.

10.6. **WARRANTY CLAIMS.** To assert a warranty claim, Customer must notify Motorola in writing of the claim before the expiration of the Warranty Period. Upon receipt of this notice, Motorola will investigate the warranty claim. If this investigation confirms a valid Equipment or Software warranty claim, Motorola will (at its option and at no additional charge to Customer) repair the defective Equipment or Motorola Software, replace it with the same or equivalent product, or refund the price of the defective Equipment or Motorola Software. These actions will be the full extent of Motorola's liability for the warranty claim. In the event of a valid Services warranty claim, Customer's sole remedy is to require Motorola to re-perform the non-conforming Service or to refund, on a pro-rata basis, the fees paid for the non-conforming Service. If this investigation indicates the warranty claim is not valid, then Motorola may invoice Customer for responding to the claim on a time and materials basis using Motorola's then current labor rates. Repaired or replaced product is warranted for the balance of the original applicable warranty period. All replaced products or parts will become the property of Motorola.

10.7. **ORIGINAL END USER IS COVERED.** These express limited warranties are extended by Motorola to the original user purchasing the System or Services for commercial, industrial, or governmental use only, and are not assignable or transferable.

10.8. **DISCLAIMER OF OTHER WARRANTIES.** THESE WARRANTIES ARE THE COMPLETE WARRANTIES FOR THE EQUIPMENT AND MOTOROLA SOFTWARE PROVIDED UNDER THIS

AGREEMENT AND ARE GIVEN IN LIEU OF ALL OTHER WARRANTIES. MOTOROLA DISCLAIMS ALL OTHER WARRANTIES OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, AND FITNESS FOR A PARTICULAR PURPOSE.

Section 11 DELAYS

11.1. **FORCE MAJEURE.** Neither Party will be liable for its non-performance or delayed performance if caused by a Force Majeure. A Party that becomes aware of a Force Majeure that will significantly delay performance will notify the other Party promptly (but in no event later than fifteen days) after it discovers the Force Majeure. If a Force Majeure occurs, the Parties will execute a change order to extend the Performance Schedule or applicable Addenda for a time period that is reasonable under the circumstances.

11.2. **PERFORMANCE SCHEDULE DELAYS CAUSED BY CUSTOMER.** If Customer (including its other contractors) delays the Performance Schedule, it will make the promised payments according to the Payment schedule as if no delay occurred; and the Parties will execute a change order to extend the Performance Schedule and, if requested, compensate Motorola for all reasonable charges incurred because of the delay. Delay charges may include costs incurred by Motorola or its subcontractors for additional freight, warehousing and handling of Equipment; extension of the warranties; travel; suspending and re-mobilizing the work; additional engineering, project management, and standby time calculated at then current rates; and preparing and implementing an alternative implementation plan.

Section 12 DISPUTES

The Parties will use the following procedure to address any dispute arising under this Agreement (a "Dispute").

12.1. **GOVERNING LAW.** This Agreement will be governed by and construed in accordance with the laws of the State in which the System is installed.

12.2. **NEGOTIATION.** Either Party may initiate the Dispute resolution procedures by sending a notice of Dispute ("Notice of Dispute"). The Parties will attempt to resolve the Dispute promptly through good faith negotiations including 1) timely escalation of the Dispute to executives who have authority to settle the Dispute and who are at a higher level of management than the persons with direct responsibility for the matter and 2) direct communication between the executives. If the Dispute has not been resolved within ten (10) days from the Notice of Dispute, the Parties will proceed to mediation.

12.3. **MEDIATION.** The Parties will choose an independent mediator within thirty (30) days of a notice to mediate from either Party ("Notice of Mediation"). Neither Party may unreasonably withhold consent to the selection of a mediator. If the Parties are unable to agree upon a mediator, either Party may request that American Arbitration Association nominate a mediator. Each Party will bear its own costs of mediation, but the Parties will share the cost of the mediator equally. Each Party will participate in the mediation in good faith and will be represented at the mediation by a business executive with authority to settle the Dispute.

12.4. **LITIGATION, VENUE and JURISDICTION.** If a Dispute remains unresolved for sixty (60) days after receipt of the Notice of Mediation, either Party may then submit the Dispute to a court of competent jurisdiction in the state in which the System is installed. Each Party irrevocably agrees to submit to the exclusive jurisdiction of the courts in such state over any claim or matter arising under or in connection with this Agreement.

12.5. **CONFIDENTIALITY.** All communications pursuant to subsections 12.2 and 12.3 will be treated as compromise and settlement negotiations for purposes of applicable rules of evidence and any additional confidentiality protections provided by applicable law. The use of these Dispute resolution

procedures will not be construed under the doctrines of laches, waiver or estoppel to affect adversely the rights of either Party.

Section 13 DEFAULT AND TERMINATION

13.1. **DEFAULT BY A PARTY.** If either Party fails to perform a material obligation under this Agreement, the other Party may consider the non-performing Party to be in default (unless a Force Majeure causes the failure) and may assert a default claim by giving the non-performing Party a written and detailed notice of default. Except for a default by Customer for failing to pay any amount when due under this Agreement which must be cured immediately, the defaulting Party will have thirty (30) days after receipt of the notice of default to either cure the default or, if the default is not curable within thirty (30) days, provide a written cure plan. The defaulting Party will begin implementing the cure plan immediately after receipt of notice by the other Party that it approves the plan. If Customer is the defaulting Party, Motorola may stop work on the project until it approves the Customer's cure plan.

13.2. **FAILURE TO CURE.** If a defaulting Party fails to cure the default as provided above in Section 13.1, unless otherwise agreed in writing, the non-defaulting Party may terminate any unfulfilled portion of this Agreement. In the event of termination for default, the defaulting Party will promptly return to the non-defaulting Party any of its Confidential Information. If Customer is the non-defaulting Party, terminates this Agreement as permitted by this Section, and completes the System through a third Party, Customer may as its exclusive remedy recover from Motorola reasonable costs incurred to complete the System to a capability not exceeding that specified in this Agreement less the unpaid portion of the Contract Price. Customer will mitigate damages and provide Motorola with detailed invoices substantiating the charges. In the event Customer elects to terminate this Agreement for any reason other than default, Customer shall pay Motorola for the conforming Equipment and/or Software delivered and all services performed.

Section 14 INDEMNIFICATION

14.1. **GENERAL INDEMNITY BY Motorola.** Motorola will indemnify and hold Customer harmless from any and all liability, expense, judgment, suit, cause of action, or demand for personal injury, death, or direct damage to tangible property which may accrue against Customer to the extent it is caused by the negligence of Motorola, its subcontractors, or their employees or agents, while performing their duties under this Agreement, if Customer gives Motorola prompt, written notice of any claim or suit. Customer will cooperate with Motorola in its defense or settlement of the claim or suit. This Section sets forth the full extent of Motorola's general indemnification of Customer from liabilities that are in any way related to Motorola's performance under this Agreement.

14.2. **GENERAL INDEMNITY BY CUSTOMER.** Customer will indemnify and hold Motorola harmless from any and all liability, expense, judgment, suit, cause of action, or demand for personal injury, death, or direct damage to tangible property which may accrue against Motorola to the extent it is caused by the negligence of Customer, its other contractors, or their employees or agents, while performing their duties under this Agreement, if Motorola gives Customer prompt, written notice of any the claim or suit. Motorola will cooperate with Customer in its defense or settlement of the claim or suit. This Section sets forth the full extent of Customer's general indemnification of Motorola from liabilities that are in any way related to Customer's performance under this Agreement.

14.3. PATENT AND COPYRIGHT INFRINGEMENT.

14.3.1. Motorola will defend at its expense any suit brought against Customer to the extent it is based on a third-party claim alleging that the Equipment manufactured by Motorola or the Motorola Software ("Motorola Product") directly infringes a United States patent or copyright ("Infringement Claim"). Motorola's duties to defend and indemnify are conditioned upon: Customer promptly notifying Motorola in writing of the Infringement Claim; Motorola having sole control of the defense of the suit and all negotiations for its settlement or compromise; and Customer providing to Motorola cooperation and, if requested by Motorola, reasonable assistance in the defense of the Infringement Claim. In addition to Motorola's obligation to defend, and subject to the same conditions, Motorola will pay all damages finally awarded against Customer by a court of competent jurisdiction for an Infringement Claim or agreed to, in writing, by Motorola in settlement of an Infringement Claim.

14.3.2. If an Infringement Claim occurs, or in Motorola's opinion is likely to occur, Motorola may at its option and expense: (a) procure for Customer the right to continue using the Motorola Product; (b) replace or modify the Motorola Product so that it becomes non-infringing while providing functionally equivalent performance; or (c) accept the return of the Motorola Product and grant Customer a credit for the Motorola Product, less a reasonable charge for depreciation. The depreciation amount will be calculated based upon generally accepted accounting standards.

14.3.3. Motorola will have no duty to defend or indemnify for any Infringement Claim that is based upon: (a) the combination of the Motorola Product with any software, apparatus or device not furnished by Motorola; (b) the use of ancillary equipment or software not furnished by Motorola and that is attached to or used in connection with the Motorola Product; (c) Motorola Product designed or manufactured in accordance with Customer's designs, specifications, guidelines or instructions, if the alleged infringement would not have occurred without such designs, specifications, guidelines or instructions; (d) a modification of the Motorola Product by a party other than Motorola; (e) use of the Motorola Product in a manner for which the Motorola Product was not designed or that is inconsistent with the terms of this Agreement; or (f) the failure by Customer to install an enhancement release to the Motorola Software that is intended to correct the claimed infringement. In no event will Motorola's liability resulting from its indemnity obligation to Customer extend in any way to royalties payable on a per use basis or the Customer's revenues, or any royalty basis other than a reasonable royalty based upon revenue derived by Motorola from Customer from sales or license of the infringing Motorola Product.

14.3.4. This Section 14 provides Customer's sole and exclusive remedies and Motorola's entire liability in the event of an Infringement Claim. Customer has no right to recover and Motorola has no obligation to provide any other or further remedies, whether under another provision of this Agreement or any other legal theory or principle, in connection with an Infringement Claim. In addition, the rights and remedies provided in this Section 14 are subject to and limited by the restrictions set forth in Section 15.

Section 15 LIMITATION OF LIABILITY

Except for personal injury or death, Motorola's total liability, whether for breach of contract, warranty, negligence, strict liability in tort, indemnification, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the price of the Equipment, Software, or implementation and other one-time Services with respect to which losses or damages are claimed. With respect to all subscription or other ongoing Services and unless as otherwise provided under the applicable Addenda, Motorola's total liability will be limited to the direct damages recoverable under law, but not to exceed the price of twelve (12) months of Services preceding the incident giving rise to the claim. **ALTHOUGH THE PARTIES ACKNOWLEDGE THE POSSIBILITY OF SUCH LOSSES OR DAMAGES, THEY AGREE THAT MOTOROLA WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS, INCONVENIENCE, LOSS OF USE, LOSS TIME, DATA, GOODWILL, REVENUES, PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT, THE SALE OR USE OF THE EQUIPMENT OR SOFTWARE, OR THE PERFORMANCE OF SERVICES BY MOTOROLA PURSUANT TO THIS AGREEMENT.** This

limitation of liability provision survives the expiration or termination of the Agreement and applies notwithstanding any contrary provision. No action for contract breach or otherwise relating to the transactions contemplated by this Agreement may be brought more than one (1) year after the accrual of the cause of action, except for money due upon an open account.

Section 16 CONFIDENTIALITY AND PROPRIETARY RIGHTS

16.1. CONFIDENTIAL INFORMATION.

16.1.1. Each party is a disclosing party ("Discloser") and a receiving party ("Recipient") under this Agreement. All Deliverables will be deemed to be Motorola's Confidential Information. During the term of this Agreement and for a period of three (3) years from the expiration or termination of this Agreement, Recipient will (i) not disclose Confidential Information to any third party; (ii) restrict disclosure of Confidential Information to only those employees (including, but not limited to, employees of any wholly owned subsidiary, a parent company, any other wholly owned subsidiaries of the same parent company), agents or consultants who must be directly involved with the Confidential Information for the purpose and who are bound by confidentiality terms substantially similar to those in this Agreement; (iii) not copy, reproduce, reverse engineer, decompile, or disassemble any Confidential Information; (iv) use the same degree of care as for its own information of like importance, but at least use reasonable care, in safeguarding against disclosure of Confidential Information; (v) promptly notify Discloser upon discovery of any unauthorized use or disclosure of the Confidential Information and take reasonable steps to regain possession of the Confidential Information and prevent further unauthorized actions or other breach of this Agreement; and (vi) only use the Confidential Information as needed to fulfill this Agreement.

16.1.2. Recipient is not obligated to maintain as confidential, Confidential Information that Recipient can demonstrate by documentation (i) is now available or becomes available to the public without breach of this agreement; (ii) is explicitly approved for release by written authorization of Discloser; (iii) is lawfully obtained from a third party or parties without a duty of confidentiality; (iv) is known to the Recipient prior to such disclosure; or (v) is independently developed by Recipient without the use of any of Discloser's Confidential Information or any breach of this Agreement.

16.1.3. All Confidential Information remains the property of the Discloser and will not be copied or reproduced without the express written permission of the Discloser, except for copies that are absolutely necessary in order to fulfill this Agreement. Within ten (10) days of receipt of Discloser's written request, Recipient will return all Confidential Information to Discloser along with all copies and portions thereof, or certify in writing that all such Confidential Information has been destroyed. However, Recipient may retain one (1) archival copy of the Confidential Information that it may use only in case of a dispute concerning this Agreement. No license, express or implied, in the Confidential Information is granted other than to use the Confidential Information in the manner and to the extent authorized by this Agreement. The Discloser warrants that it is authorized to disclose any Confidential Information it discloses pursuant to this Agreement.

16.2. **PRESERVATION OF MOTOROLA'S PROPRIETARY RIGHTS.** Motorola, the third party manufacturer of any Equipment, and the copyright owner of any Non-Motorola Software own and retain all of their respective Proprietary Rights in the Equipment and Software, and nothing in this Agreement is intended to restrict their Proprietary Rights. All intellectual property developed, originated, or prepared by Motorola in connection with providing to Customer the Equipment, Software, or related services remain vested exclusively in Motorola, and this Agreement does not grant to Customer any shared development rights of intellectual property. Except as explicitly provided in the Software License Agreement, Motorola does not grant to Customer, either directly or by implication, estoppel, or otherwise, any right, title or interest in Motorola's Proprietary Rights. Customer will not modify, disassemble, peel components, decompile, otherwise reverse engineer or attempt to reverse engineer, derive source code or create derivative works from, adapt, transiate, merge with other software, reproduce, distribute, sublicense, sell or export the Software, or permit or encourage any third party to do so. The preceding sentence does not apply to Open Source Software which is governed by the standard license of the copyright owner.

16.3. VOLUNTARY DISCLOSURE. Except as required to fulfill its obligations under this Agreement, Motorola will have no obligation to provide Customer with access to its Confidential Information and/or proprietary information. Under no circumstances will Motorola be required to provide any data related to cost and pricing.

16.4. DATA AND FEEDBACK.

16.4.1. To the extent permitted by law, Customer owns all right, title and interest in System Data created solely by it or its agents (hereafter, "Customer Data"), and grants to Motorola the right to use, host, cache, store, reproduce, copy, modify, combine, analyze, create derivatives from, communicate, transmit, publish, display, and distribute such Customer Data.

16.4.2. Motorola owns all right, title and interest in data resulting from System Data that is or has been transformed, altered, processed, aggregated, correlated or operated on (hereafter, "Derivative Data").

16.4.3. Any Feedback given by Customer is and will be entirely voluntary and, even if designated as confidential, will not create any confidentiality obligation for Motorola. Motorola will be free to use, reproduce, license or otherwise distribute and exploit the Feedback without any obligation to Customer. Customer acknowledges that Motorola's receipt of the Feedback does not imply or create recognition by Motorola of either the novelty or originality of any idea. The parties further agree that all fixes, modifications and improvements made to Motorola products or services conceived of or made by Motorola that are based, either in whole or in part, on the Feedback are the exclusive property of Motorola and all right, title and interest in and to such fixes, modifications or improvements to the Motorola product or service will vest solely in Motorola.

Section 17 GENERAL

17.1. TAXES. The Contract Price does not include any excise, sales, lease, use, property, or other taxes, assessments or duties, all of which will be paid by Customer except as exempt by law. If Motorola is required to pay any of these taxes, Motorola will send an invoice to Customer and Customer will pay to Motorola the amount of the taxes (including any interest and penalties) within thirty (30) days after the date of the invoice. Customer will be solely responsible for reporting the Equipment for personal property tax purposes, and Motorola will be solely responsible for reporting taxes on its income or net worth.

17.2. ASSIGNABILITY AND SUBCONTRACTING. Except as provided herein, neither Party may assign this Agreement or any of its rights or obligations hereunder without the prior written consent of the other Party, which consent will not be unreasonably withheld. Any attempted assignment, delegation, or transfer without the necessary consent will be void. Notwithstanding the foregoing, Motorola may assign this Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. In addition, in the event Motorola separates one or more of its businesses (each a "Separated Business"), whether by way of a sale, establishment of a joint venture, spin-off or otherwise (each a "Separation Event"), Motorola may, without the prior written consent of the other Party and at no additional cost to Motorola, assign this Agreement such that it will continue to benefit the Separated Business and its affiliates (and Motorola and its affiliates, to the extent applicable) following the Separation Event. Motorola may subcontract any of the work, but subcontracting will not relieve Motorola of its duties under this Agreement.

17.3. WAIVER. Failure or delay by either Party to exercise a right or power under this Agreement will not be a waiver of the right or power. For a waiver of a right or power to be effective, it must be in a

writing signed by the waiving Party. An effective waiver of a right or power will not be construed as either a future or continuing waiver of that same right or power, or the waiver of any other right or power.

17.4. SEVERABILITY. If a court of competent jurisdiction renders any part of this Agreement invalid or unenforceable, that part will be severed and the remainder of this Agreement will continue in full force and effect.

17.5. INDEPENDENT CONTRACTORS. Each Party will perform its duties under this Agreement as an independent contractor. The Parties and their personnel will not be considered to be employees or agents of the other Party. Nothing in this Agreement will be interpreted as granting either Party the right or authority to make commitments of any kind for the other. This Agreement will not constitute, create, or be interpreted as a joint venture, partnership or formal business organization of any kind.

17.6. HEADINGS AND SECTION REFERENCES. The section headings in this Agreement are inserted only for convenience and are not to be construed as part of this Agreement or as a limitation of the scope of the particular section to which the heading refers. This Agreement will be fairly interpreted in accordance with its terms and conditions and not for or against either Party.

17.7. NOTICES. Notices required under this Agreement to be given by one Party to the other must be in writing and either personally delivered or sent to the address provided by the other Party by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt.

17.8. COMPLIANCE WITH APPLICABLE LAWS. Each Party will comply with all applicable federal, state, and local laws, regulations and rules concerning the performance of this Agreement or use of the System. Customer will obtain and comply with all Federal Communications Commission ("FCC") licenses and authorizations required for the installation, operation and use of the System before the scheduled installation of the Equipment. Although Motorola might assist Customer in the preparation of its FCC license applications, neither Motorola nor any of its employees is an agent or representative of Customer in FCC or other matters.

17.9. FUTURE REGULATORY REQUIREMENTS. The Parties acknowledge and agree that this is an evolving technological area and therefore, laws and regulations regarding Services and use of Solution may change. Changes to existing Services or the Solution required to achieve regulatory compliance may be available for an additional fee. Any required changes may also impact the price for Services.

17.10. AUTHORITY TO EXECUTE AGREEMENT. Each Party represents that it has obtained all necessary approvals, consents and authorizations to enter into this Agreement and to perform its duties under this Agreement; the person executing this Agreement on its behalf has the authority to do so; upon execution and delivery of this Agreement by the Parties, it is a valid and binding contract, enforceable in accordance with its terms; and the execution, delivery, and performance of this Agreement does not violate any bylaw, charter, regulation, law or any other governing authority of the Party.

17.11. ADMINISTRATOR LEVEL ACCOUNT ACCESS. If applicable to the type of System purchased by Customer, Motorola will provide Customer with Administrative User Credentials. Customer agrees to only grant access to the Administrative User Credentials to those personnel with the training and experience to correctly use them. Customer is responsible for protecting Administrative User Credentials from

disclosure and maintaining Credential validity by, among other things, updating passwords when required. Customer may be asked to provide valid Administrative User Credentials when in contact with Motorola System support personnel. Customer understands that changes made as the Administrative User can significantly impact the performance of the System. Customer agrees that it will be solely responsible for any negative impact on the System or its users by any such changes. System issues occurring as a result of changes made using the Administrative User Credentials may impact Motorola's ability to perform Services or other obligations under the Agreement. In such cases, a revision to the appropriate provisions of the Agreement, including the Statement of Work, may be necessary. To the extent Motorola provides assistance to correct any issues caused by or arising out of the use of or failure to maintain Administrative User Credentials, Motorola will be entitled to bill Customer and Customer will pay Motorola on a time and materials basis for resolving the issue.

17.12. SURVIVAL OF TERMS. The following provisions will survive the expiration or termination of this Agreement for any reason: Section 3.5 (Motorola Software); Section 3.6 (Non-Motorola Software); if any payment obligations exist, Sections 6.2 and 6.3 (Contract Price and Invoicing and Payment); Subsection 10.8 (Disclaimer of Implied Warranties); Section 12 (Disputes); Section 15 (Limitation of Liability); and Section 16 (Confidentiality and Proprietary Rights); and all of the General provisions in Section 17.

17.13. ENTIRE AGREEMENT. This Agreement, including all Exhibits, constitutes the entire agreement of the Parties regarding the subject matter of the Agreement and supersedes all previous agreements, proposals, and understandings, whether written or oral, relating to this subject matter. This Agreement may be executed in multiple counterparts, and shall have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing, or by electronic signature, including by email. An electronic signature, or a facsimile copy or computer image, such as a PDF or tiff image, of a signature, shall be treated as and shall have the same effect as an original signature. In addition, an electronic signature, a true and correct facsimile copy or computer image of this Agreement shall be treated as and shall have the same effect as an original signed copy of this document. This Agreement may be amended or modified only by a written instrument signed by authorized representatives of both Parties. The preprinted terms and conditions found on any Customer purchase or purchase order, acknowledgment or other form will not be considered an amendment or modification of this Agreement, even if a representative of each Party signs that document.

The Parties hereby enter into this Agreement as of the Effective Date.

Motorola Solutions, Inc.

Customer

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit A

MOTOROLA SOFTWARE LICENSE AGREEMENT

This Exhibit A Motorola Software License Agreement ("Agreement") is between Motorola Solutions, Inc., ("Motorola"), and _____ ("Licensee").

For good and valuable consideration, the parties agree as follows:

Section 1 DEFINITIONS

1.1 "Designated Products" means products provided by Motorola to Licensee with which or for which the Software and Documentation is licensed for use.

1.2 "Documentation" means product and software documentation that specifies technical and performance features and capabilities, and the user, operation and training manuals for the Software (including all physical or electronic media upon which such information is provided).

1.3 "Open Source Software" means software with either freely obtainable source code, license for modification, or permission for free distribution.

1.4 "Open Source Software License" means the terms or conditions under which the Open Source Software is licensed.

1.5 "Primary Agreement" means the agreement to which this exhibit is attached.

1.6 "Security Vulnerability" means a flaw or weakness in system security procedures, design, implementation, or internal controls that could be exercised (accidentally triggered or intentionally exploited) and result in a security breach such that data is compromised, manipulated or stolen or the system damaged.

1.7 "Software" (i) means proprietary software in object code format, and adaptations, translations, de-compilations, disassemblies, emulations, or derivative works of such software; (ii) means any modifications, enhancements, new versions and new releases of the software provided by Motorola; and (iii) may contain one or more items of software owned by a third party supplier. The term "Software" does not include any third party software provided under separate license or third party software not licensable under the terms of this Agreement.

Section 2 SCOPE

Motorola and Licensee enter into this Agreement in connection with Motorola's delivery of certain proprietary software or products containing embedded or pre-loaded proprietary software, or both. This Agreement contains the terms and conditions of the license Motorola is providing to Licensee, and Licensee's use of the proprietary software and affiliated documentation.

Section 3 GRANT OF LICENSE

3.1 Subject to the provisions of this Agreement and the payment of applicable license fees, Motorola grants to Licensee a personal, limited, non-transferable (except as permitted in Section 7) and non-exclusive license under Motorola's copyrights and Confidential Information (as defined in the Primary Agreement) embodied in the Software to use the Software, in object code form, and the Documentation solely in connection with Licensee's use of the Designated Products. This Agreement does not grant any rights to source code.

3.2. If the Software licensed under this Agreement contains or is derived from Open Source Software, the terms and conditions governing the use of such Open Source Software are in the Open Source Software Licenses of the copyright owner and not this Agreement. If there is a conflict between the terms and conditions of this Agreement and the terms and conditions of the Open Source Software Licenses governing Licensee's use of the Open Source Software, the terms and conditions of the license grant of the applicable Open Source Software Licenses will take precedence over the license grants in this Agreement. If requested by Licensee, Motorola will use commercially reasonable efforts to: (i) determine whether any Open Source Software is provided under this Agreement; and (ii) identify the Open Source Software (or specify where that license may be found).

3.3. TO THE EXTENT, IF ANY, THAT THERE IS A SEPARATE LICENSE AGREEMENT PACKAGED WITH, OR PROVIDED ELECTRONICALLY WITH, A PARTICULAR PRODUCT THAT BECOMES EFFECTIVE ON AN ACT OF ACCEPTANCE BY THE END USER, THEN THAT AGREEMENT SUPERSEDES THE SOFTWARE LICENSE AGREEMENT AS TO THE END USER OF EACH SUCH PRODUCT.

Section 4 LIMITATIONS ON USE

4.1. Licensee may use the Software only for Licensee's internal business purposes and only in accordance with the Documentation. Any other use of the Software is strictly prohibited. Without limiting the general nature of these restrictions, Licensee will not make the Software available for use by third parties on a "time sharing," "application service provider," or "service bureau" basis or for any other similar commercial rental or sharing arrangement.

4.2. Licensee will not, and will not allow or enable any third party to: (i) reverse engineer, disassemble, peel components, decompile, reprogram or otherwise reduce the Software or any portion to a human perceptible form or otherwise attempt to recreate the source code; (ii) modify, adapt, create derivative works of, or merge the Software; (iii) copy, reproduce, distribute, lend, or lease the Software or Documentation to any third party, grant any sublicense or other rights in the Software or Documentation to any third party, or take any action that would cause the Software or Documentation to be placed in the public domain; (iv) remove, or in any way alter or obscure, any copyright notice or other notice of Motorola's proprietary rights; (v) provide, copy, transmit, disclose, divulge or make the Software or Documentation available to, or permit the use of the Software by any third party or on any machine except as expressly authorized by this Agreement; or (vi) use, or permit the use of, the Software in a manner that would result in the production of a copy of the Software solely by activating a machine containing the Software. Licensee may make one copy of Software to be used solely for archival, back-up, or disaster recovery purposes; *provided* that Licensee may not operate that copy of the Software at the same time as the original Software is being operated. Licensee may make as many copies of the Documentation as it may reasonably require for the internal use of the Software.

4.3. Unless otherwise authorized by Motorola in writing, Licensee will not, and will not enable or allow any third party to: (i) install a licensed copy of the Software on more than one unit of a Designated Product; or (ii) copy onto or transfer Software installed in one unit of a Designated Product onto one other device. Licensee may temporarily transfer Software installed on a Designated Product to another device if the Designated Product is inoperable or malfunctioning, if Licensee provides written notice to Motorola of the temporary transfer and identifies the device on which the Software is transferred. Temporary transfer of the Software to another device must be discontinued when the original Designated Product is returned to operation and the Software must be removed from the other device. Licensee must provide prompt written notice to Motorola at the time temporary transfer is discontinued.

4.4. Licensee will maintain, during the term of this Agreement and for a period of two years thereafter, accurate records relating to this license grant to verify compliance with this Agreement. Motorola or an independent third party ("Auditor") may inspect Licensee's premises, books and records, upon reasonable prior notice to Licensee, during Licensee's normal business hours and subject to Licensee's facility and security regulations. Motorola is responsible for the payment of all expenses and costs of the Auditor.

Any information obtained by Motorola and the Auditor will be kept in strict confidence by Motorola and the Auditor and used solely for the purpose of verifying Licensee's compliance with the terms of this Agreement.

Section 5 OWNERSHIP AND TITLE

Motorola, its licensors, and its suppliers retain all of their proprietary rights in any form in and to the Software and Documentation, including, but not limited to, all rights in patents, patent applications, inventions, copyrights, trademarks, trade secrets, trade names, and other proprietary rights in or relating to the Software and Documentation (including any corrections, bug fixes, enhancements, updates, modifications, adaptations, translations, de-compilations, disassemblies, emulations to or derivative works from the Software or Documentation, whether made by Motorola or another party, or any improvements that result from Motorola's processes or, provision of information services). No rights are granted to Licensee under this Agreement by implication, estoppel or otherwise, except for those rights which are expressly granted to Licensee in this Agreement. All intellectual property developed, originated, or prepared by Motorola in connection with providing the Software, Designated Products, Documentation or related services, remains vested exclusively in Motorola, and Licensee will not have any shared development or other intellectual property rights.

Section 6 LIMITED WARRANTY; DISCLAIMER OF WARRANTY

6.1. Unless otherwise stated in the Primary Agreement, the commencement date and the term of the Software warranty will be a period of ninety (90) days from Motorola's shipment of the Software (the "Warranty Period"). If Licensee is not in breach of any of its obligations under this Agreement, Motorola warrants that the unmodified Software, when used properly and in accordance with the Documentation and this Agreement, will be free from a reproducible defect that eliminates the functionality or successful operation of a feature critical to the primary functionality or successful operation of the Software. Whether a defect occurs will be determined by Motorola solely with reference to the Documentation. Motorola does not warrant that Licensee's use of the Software or the Designated Products will be uninterrupted, error-free, completely free of Security Vulnerabilities, or that the Software or the Designated Products will meet Licensee's particular requirements. Motorola makes no representations or warranties with respect to any third party software included in the Software. Notwithstanding, any warranty provided by a copyright owner in its standard license terms will flow through to Licensee for third party software provided by Motorola.

6.2. Motorola's sole obligation to Licensee and Licensee's exclusive remedy under this warranty is to use reasonable efforts to remedy any material Software defect covered by this warranty. These efforts will involve either replacing the media or attempting to correct significant, demonstrable program or documentation errors or Security Vulnerabilities. If Motorola cannot correct the defect within a reasonable time, then at Motorola's option, Motorola will replace the defective Software with functionally-equivalent Software, license to Licensee substitute Software which will accomplish the same objective, or terminate the license and refund the Licensee's paid license fee.

6.3. Warranty claims are described in the Primary Agreement.

6.4. The express warranties set forth in this Section 6 are in lieu of, and Motorola disclaims, any and all other warranties (express or implied, oral or written) with respect to the Software or Documentation, including, without limitation, any and all implied warranties of condition, title, non-infringement, merchantability, or fitness for a particular purpose or use by Licensee (whether or not Motorola knows, has reason to know, has been advised, or is otherwise aware of any such purpose or use), whether arising by law, by reason of custom or usage of trade, or by course of dealing. In addition, Motorola disclaims any warranty to any person other than Licensee with respect to the Software or Documentation.

Section 7 TRANSFERS

Licensee will not transfer the Software or Documentation to any third party without Motorola's prior written consent. Motorola's consent may be withheld at its discretion and may be conditioned upon transferee paying all applicable license fees and agreeing to be bound by this Agreement. If the Designated Products are Motorola's radio products and Licensee transfers ownership of the Motorola radio products to a third party, Licensee may assign its right to use the Software (other than CPS and Motorola's FLASHport® software) which is embedded in or furnished for use with the radio products and the related Documentation; *provided* that Licensee transfers all copies of the Software and Documentation to the transferee, and Licensee and the transferee sign a transfer form to be provided by Motorola upon request, obligating the transferee to be bound by this Agreement.

Section 8 TERM AND TERMINATION

8.1. Licensee's right to use the Software and Documentation will begin when the Primary Agreement is signed by both parties and will continue for the life of the Designated Products with which or for which the Software and Documentation have been provided by Motorola, unless Licensee breaches this Agreement, in which case this Agreement and Licensee's right to use the Software and Documentation may be terminated immediately upon notice by Motorola.

8.2. Within thirty (30) days after termination of this Agreement, Licensee must certify in writing to Motorola that all copies of the Software have been removed or deleted from the Designated Products and that all copies of the Software and Documentation have been returned to Motorola or destroyed by Licensee and are no longer in use by Licensee.

8.3. Licensee acknowledges that Motorola made a considerable investment of resources in the development, marketing, and distribution of the Software and Documentation and that Licensee's breach of this Agreement will result in irreparable harm to Motorola for which monetary damages would be inadequate. If Licensee breaches this Agreement, Motorola may terminate this Agreement and be entitled to all available remedies at law or in equity (including immediate injunctive relief and repossession of all non-embedded Software and associated Documentation unless Licensee is a Federal agency of the United States Government).

Section 9 Commercial Computer Software

9.1. This Section 9 only applies to U.S. Government end users. The Software, Documentation and updates are commercial items as that term is defined at 48 C.F.R. Part 2.101, consisting of "commercial computer software" and "computer software documentation" as such terms are defined in 48 C.F.R. Part 252.227-7014(a)(1) and 48 C.F.R. Part 252.227-7014(a)(5), and used in 48 C.F.R. Part 12.212 and 48 C.F.R. Part 227.7202, as applicable. Consistent with 48 C.F.R. Part 12.212, 48 C.F.R. Part 252.227-7015, 48 C.F.R. Part 227.7202-1 through 227.7202-4, 48 C.F.R. Part 52.227-19, and other relevant sections of the Code of Federal Regulations, as applicable, the Software, Documentation and Updates are distributed and licensed to U.S. Government end users: (i) only as commercial items, and (ii) with only those rights as are granted to all other end users pursuant to the terms and conditions contained herein.

9.2. If Licensee is licensing Software for end use by the United States Government or a United States Government agency, Licensee may transfer such Software license, but only if: (i) Licensee transfers all copies of such Software and Documentation to such United States Government entity or interim transferee, and (ii) Licensee has first obtained from the transferee (if applicable) and ultimate end user an enforceable end user license agreement containing restrictions substantially identical to the ones contained in this Agreement. Except as stated in the foregoing, Licensee and any transferee(s) authorized by this subsection 9.2 may not otherwise use or transfer or make available any Motorola software to any third party nor permit any party to do so.

Section 10 CONFIDENTIALITY

Licensee acknowledges that the Software and Documentation contain Motorola's valuable proprietary and Confidential Information and are Motorola's trade secrets, and that the provisions in the Primary Agreement concerning Confidential Information apply.

Section 11 LIMITATION OF LIABILITY

The Limitation of Liability provision is described in the Primary Agreement.

Section 12 NOTICES

Notices are described in the Primary Agreement.

Section 13 GENERAL

13.1. **COPYRIGHT NOTICES.** The existence of a copyright notice on the Software will not be construed as an admission or presumption of publication of the Software or public disclosure of any trade secrets associated with the Software.

13.2. **COMPLIANCE WITH LAWS.** Licensee acknowledges that the Software is subject to the laws and regulations of the United States and Licensee will comply with all applicable laws and regulations, including export laws and regulations of the United States. Licensee will not, without the prior authorization of Motorola and the appropriate governmental authority of the United States, in any form export or re-export, sell or resell, ship or reship, or divert, through direct or indirect means, any item or technical data or direct or indirect products sold or otherwise furnished to any person within any territory for which the United States Government or any of its agencies at the time of the action, requires an export license or other governmental approval. Violation of this provision is a material breach of this Agreement.

13.3. **FUTURE REGULATORY REQUIREMENTS.** The Parties acknowledge and agree that this is an evolving technological area and therefore, laws and regulations regarding Services and use of Solution may change. Changes to existing Services or the Solution required to achieve regulatory compliance may be available for an additional fee. Any required changes may also impact the price for Services.

13.4. **ASSIGNMENTS AND SUBCONTRACTING.** Motorola may assign its rights or subcontract its obligations under this Agreement, or encumber or sell its rights in any Software, without prior notice to or consent of Licensee.

13.5. **GOVERNING LAW.** This Agreement is governed by the laws of the United States to the extent that they apply and otherwise by the internal substantive laws of the State to which the Software is shipped if Licensee is a sovereign government entity, or the internal substantive laws of the State of Illinois if Licensee is not a sovereign government entity. The terms of the U.N. Convention on Contracts for the International Sale of Goods do not apply. In the event that the Uniform Computer Information Transaction Act, any version of this Act, or a substantially similar law (collectively "UCITA") becomes applicable to a party's performance under this Agreement, UCITA does not govern any aspect of this Agreement or any license granted under this Agreement, or any of the parties' rights or obligations under this Agreement. The governing law will be that in effect prior to the applicability of UCITA.

13.6. **THIRD PARTY BENEFICIARIES.** This Agreement is entered into solely for the benefit of Motorola and Licensee. No third party has the right to make any claim or assert any right under this

Agreement, and no third party is deemed a beneficiary of this Agreement. Notwithstanding the foregoing, any licensor or supplier of third party software included in the Software will be a direct and intended third party beneficiary of this Agreement.

13.7. SURVIVAL. Sections 4, 5, 6.4, 7, 8, 9, 10, 11 and 13 survive the termination of this Agreement.

13.8. ORDER OF PRECEDENCE. In the event of inconsistencies between this Exhibit and the Primary Agreement, the parties agree that this Exhibit prevails, only with respect to the specific subject matter of this Exhibit, and not the Primary Agreement or any other exhibit as it applies to any other subject matter.

13.9. SECURITY. Motorola uses reasonable means in the design and writing of its own Software and the acquisition of third party Software to limit Security Vulnerabilities. While no software can be guaranteed to be free from Security Vulnerabilities, if a Security Vulnerability is discovered, Motorola will take the steps set forth in Section 6 of this Agreement.

Exhibit B

PAYMENT

Except for a payment that is due on the Effective Date, Customer will make payments to Motorola within thirty (30) days after the date of each invoice. Customer will make payments when due in the form of a check, cashier's check, or wire transfer drawn on a U.S. financial institution. If Customer has purchased additional Professional or Subscription services, payment will be in accordance with the applicable addenda. Payment for the System purchase will be in accordance with the following milestones.

System Purchase (excluding Subscribers, if applicable)

1. 25% of the Contract Price due upon contract execution (due upon effective date);
2. 60% of the Contract Price due upon shipment of equipment from Staging;
3. 10% of the Contract Price due upon installation of equipment; and
4. 5% of the Contract Price due upon Final Acceptance.

If Subscribers are purchased, 100% of the Subscriber Contract Price will be invoiced upon shipment (as shipped).

Motorola shall make partial shipments of equipment and will request payment upon shipment of such equipment. In addition, Motorola shall invoice for installations completed on a site-by-site basis or when professional services are completed, when applicable. The value of the equipment shipped/services performed will be determined by the value shipped/services performed as a percentage of the total milestone value. Unless otherwise specified, contract discounts are based upon all items proposed and overall system package. For invoicing purposes only, discounts will be applied proportionately to the FNE and Subscriber equipment values to total contract price. Overdue invoices will bear simple interest at the maximum allowable rate by state law.

For Lifecycle Support Plan and Subscription Based Services:

Motorola will invoice Customer annually in advance of each year of the plan.

The chart below outlines the hourly labor rates for Motorola System Integration resources to be used. The staffing requirements shall be multiplied by the appropriate rate per resource in the table below. The hourly labor rates are fully burdened. The hourly rates per resource type and level are listed in Table 1.

Levels	Resource Types			
	Project Management	System Engineering	System Technologist	Project Administration
4	\$ 290.00	\$ 300.00	\$ 280.00	\$ 200.00
3	\$ 240.00	\$ 250.00	\$ 240.00	\$ 180.00
2	\$ 220.00	\$ 220.00	\$ 220.00	\$ 170.00
1	\$ 190.00	\$ 210.00	\$ 210.00	\$ 160.00

Table 1 - Hourly Rates

These rates apply to ordinary days and times (Monday to Friday during the hours 8am to 5pm). Additional surcharges may apply to work done outside these timeframes. The minimum charge for any resource will be 4 hours. Travel expenses are not included in these rates and may be charged separately. The qualifications of each type and level of resource are defined in the tables found at

<https://www.motorolasolutions.com/content/dam/msi/secure/services/labor-rates-exhibit-160408.pdf>. All Motorola System Integration personnel assigned to this project will be classified according these levels. Project Administrative roles are varied and their specific duties and qualifications will be determined by the complexity and requirements of each project.

EXHIBIT D

System Acceptance Certificate

Customer Name: _____

Project Name: _____

This System Acceptance Certificate memorializes the occurrence of System Acceptance. Motorola and Customer acknowledge that:

1. The Acceptance Tests set forth in the Acceptance Test Plan have been successfully completed.
2. The System is accepted.

Customer Representative:

Motorola Representative:

: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

FINAL PROJECT ACCEPTANCE:

Motorola has provided and Customer has received all deliverables, and Motorola has performed all other work required for Final Project Acceptance.

Customer Representative:

Motorola Representative:

Signature: _____

Signature: _____

Print Name: _____

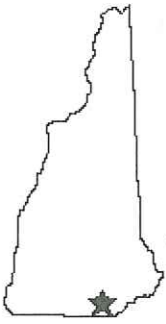
Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

9.I.

Agenda
11-12-19



Emergency 911
Business 603-886-6021
Fax 603-594-1164

Robert M. Buxton
Chief of Department

TO: David S. Morin
Chairman

FR: Robert M. Buxton
Fire Chief

(Handwritten initials)

DT: November 6, 2019

RE: November 12, 2019 BOS Public Agenda

RECEIVED
NOV 07 2019
TOWN OF HUDSON
SELECTMENS OFFICE

We have received a request from a Rivier University student to see if the Hudson Fire Department would have interest in sponsoring him for an internship. This student is a Public Health major who is minoring in Homeland Security.

The program would start in January of 2020, requiring 175 hours of work in a voluntary internship. The hours would be broken into 14 hour weeks, working in the Operational Division concentrating on Incident Management/Mitigation and Emergency Management. As part of this program, this student would be conducting research in the area of cancer prevention in the Fire Service.

As part of the finished product we would receive a copy of the final capstone for this program. With additional support being received towards policy development, this will allow Hudson Fire to remain on the front edge of cancer prevention.

Deputy Fire Chief Scott Tice will be the department's liaison to the school and coordinate all needed documentation with Rivier College. As we stated earlier, this is a voluntary internship so there will be no associated labor costing for this position.

If the Board of Selectmen are open to this program we would like to move forward with sponsoring one individual starting January, 2020.

If you should have any questions please contact me.

Thank you for your consideration on this project.

Cc; Chief Officers
Captains

9.5.

Weissgarber, Lorrie

From: Roy, Kara
Sent: Tuesday, October 29, 2019 11:08 AM
To: Weissgarber, Lorrie
Subject: Item for November 5th Agenda

Lorrie,

Can you please add "Fiber Optics Loop" update to to the agenda?

Thanks,
Kara

9.K.

Agenda

11-12-19

Malizia, Steve

RECEIVED

NOV 07 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

From: Linda Kipnes <lindakipnes@gmail.com>
Sent: Thursday, November 7, 2019 11:28 AM
To: Malizia, Steve; Weissgarber, Lorrie
Cc: Carpentier, Kathy; Linda Kipnes; Deborah Putnam
Subject: request to be on Selectmen's agenda for Nov 12 to propose new warrant article

I would like to be put on the agenda for the Selectmen's meeting of November 12 to propose a new warrant article. Proposed article (thanks to KC for the correct wording):

Shall the Town of Hudson vote to establish an Energy Efficiency Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of assessing, designing, and/or implementing energy efficiency projects in town buildings or properties, and to raise and appropriate the sum of \$25,000 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund.

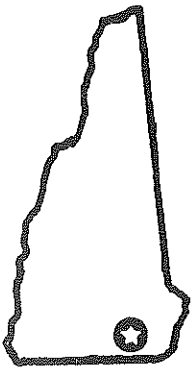
thanks,
linda
Sustainability Committee

Fiscal Year 2021

Proposed Warrant Article

Establish an Energy Efficiency Capital Reserve Fund

Shall the Town of Hudson vote to establish an Energy Efficiency Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of assessing, designing, and/or implementing energy efficiency projects in town buildings or properties, and to raise and appropriate the sum of \$25,000 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. (Recommended by the Board of Selectmen _____) (Recommended by the Budget Committee _____)



TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051

9.L. Agendas 11-12-19



Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: November 4, 2019

Re: Petition Warrant Article – To Expand Ranger Town Forest

Attached please find a Petition Warrant Article to expand the Ranger Town Forest by adding Town owned parcels located at Map 169, Lot 003, Map 169 Lot 022 and Map 169 Lot 002 to the existing Ranger Town Forest located at Map 160, Lot 048. The Town Clerk has verified the signatures on the petition and it is a valid petition. Parcel 169-003 was deeded to the Town by the former owner at no cost for the right-of-way for the proposed Nashua-Hudson Circumferential Highway. Attorney Lefevre has reviewed the petition and the deed and recommends, that if the petition articles passes at the ballot, then the Town should petition the Superior Court for a declaratory judgement to clarify whether classification of the property as Town Forest restricts future development of the land for the circumferential highway. Attorney Lefevre sees no reason why Town Meeting could not designate the land as Town Forest until such time as that portion of the highway were to be built. If that portion of the highway doesn't get built, then it never becomes an issue. As this is a valid petition, the Board of Selectmen are required to forward the article to the warrant. Should the Board of Selectmen vote to recommend the petition warrant article request, the following motion is appropriate:

Motion: To recommend the petition warrant article to expand the Ranger Town Forest.

Should the Board vote to not recommend the petition, the following motion is appropriate:

Motion: To not recommend the petition warrant article to expand the Ranger Town Forest.

Should you have any questions or need additional information, please feel free to contact me.

PETITION WARRANT ARTICLE

RECEIVED

OCT 31 2019

TOWN OF HUDSON
TOWN CLERK/TAX COLLECTOR

To: Town Clerk

From: Selectmen's Office

Date: 10/31/19

Re: Request for Signature Verification on Attached Petition

Title: TO EXPAND RANGER TOWN FOREST

Received: TED TROST 63 RANGERS DR

Name/Address

10/31/19 @ 2:40

Date/Time

To: Board of Selectmen

From: Town Clerk's Office

Date: 10/31/19

Re: Signature Verification on subject Petition

Number of Verified Signatures: 46

Signed: Dana Barry

Comments: 46 verified voters at addresses listed on petition.

Received back from Town Clerk's office:

cc: BOS
Town Administrator
Town Attorney

RECEIVED

OCT 31 2019

TOWN OF HUDSON
TOWN CLERK/TAX COLLECTOR

We, the undersigned, call upon the Selectmen of the Town of Hudson, New Hampshire, to include the following Warrant Article in our next town meeting during the month of March 2020:

"Shall the Town of Hudson designate parcel ID 169-003-000, consisting of 27.49 acres and abutting Rangers Town Forest, along with parcel 169-022-000 (1.02 acres) and parcel 169-002 (3.63 acres), as "Town Forest" as described in RSA 31:110 and 31:111, and convey management and control of said parcels to the Town's Conservation Commission pursuant to RSA 31:112, in order to permanently protect the parcels from development while retaining the ability to use them for forest management, passive recreation, enhancement and maintenance of scenic value, wildlife habitat and open space?"

Name	Signature	Address where REGISTERED to VOTE
✓ Ted Trost		63 RANGERS DR
✓ William Collins		56 Sun St
✓ Lew Lathrop		31 Winslow Farm
Robert Ferguson		
✓ Brett Gagnon		123 Wason Rd
✓ JOSEPH UNDERCOTLEN		137 MUSQUASUD
✓ JAMES COLLINS		11 MELBA DR
✓ ^{Robert} Bob FERGUSON		52 GLEN DR.
✓ Cynthia Tonseth		12 Woodridge Dr.
✓ Paul E Markemas		2 1/2 Fulton St.
✓ Gail Porter		9 Newton St.
✓ Laura Bissm		7 Nathaniel Dr.
✓ Ed van der Veen		9 Newton St.

RECEIVED

OCT 31 2019

TOWN OF HUDSON
TOWN CLERK/TAX COLLECTOR

We, the undersigned, call upon the Selectmen of the Town of Hudson, New Hampshire, to include the following Warrant Article in our next town meeting during the month of March 2020:

"Shall the Town of Hudson designate parcel ID 169-003-000, consisting of 27.49 acres and abutting Rangers Town Forest, along with parcel 169-022-000 (1.02 acres) and parcel 169-002 (3.63 acres), as "Town Forest" as described in RSA 31:110 and 31:111, and convey management and control of said parcels to the Town's Conservation Commission pursuant to RSA 31:112, in order to permanently protect the parcels from development while retaining the ability to use them for forest management, passive recreation, enhancement and maintenance of scenic value, wildlife habitat and open space?"

Name	Signature	Address where REGISTERED to VOTE
✓ Alyssa Anderson		39 Bear Path Ln Hudson, NH
✓ John Parkhurst		21 Roy Drive Hudson, NH
✓ Patricia A. Peters		19 Roy Dr. Hudson, NH
✓ Scott A. Peters		19 Roy Dr. Hudson, NH
✓ Tanya Melo		23 Roy Drive Hudson NH
✓ Kevin Melo		23 Roy Dr. Hudson, NH
✓ Saffron Reynolds		38 Sutherland Dr, Hudson, NH
✓ Maureen Jozakos		1 Rose Drive, Hudson, NH
✓ TRACY STEVENS		42 Adam Dr, Hudson NH.
✓ Krista Trost		63 Runners Dr Hudson, NH
Name	Signature	Address where REGISTERED to VOTE
Name	Signature	Address where REGISTERED to VOTE

We, the undersigned, call upon the Selectmen of the Town of Hudson, New Hampshire, to include the following Warrant Article in our next town meeting during the month of March 2020:

"Shall the Town of Hudson designate parcel ID 169-003-000, consisting of 27.49 acres and abutting Rangers Town Forest, along with parcel 169-022-000 (1.02 acres) and parcel 169-002 (3.63 acres), as "Town Forest" as described in RSA 31:110 and 31:111, and convey management and control of said parcels to the Town's Conservation Commission pursuant to RSA 31:112, in order to permanently protect the parcels from development while retaining the ability to use them for forest management, passive recreation, enhancement and maintenance of scenic value, wildlife habitat and open space?"

✓	Name	Signature	Address where REGISTERED to VOTE
✓	Caitlin Chiquelin		9 Crestwood Drive
✓	Carol Stamm		18 Henry Drive
✓	Ruth Sessions		68 Schaefer Circle
✓	^{Peter} P. Sessions		68 Schaefer Circle
✓	MICHAEL R DROWN		6 COLL ST
✓	PATRIK SCHWABEL		14 TRINA LANE
✓	Joan Schwabel		14 TRINA LANE
✓	Tim Wyatt		139 Berretts Hill Road
✓	Jeane Mathewson		139 BARNETTS HILL ROAD
✓	Karl Stamm		18 Henry dr.
✓	Grace Kennedy		30 Glen Dr Hudson NH 03051
✓	Alejandro Duarte		9 Cay Popp 10 St Hudson NH 03051
✓	Janes Turnel		28 School ST Hudson

RECEIVED

OCT 31 2019

TOWN OF HUDSON
TOWN CLERK/PAUL GILBERT

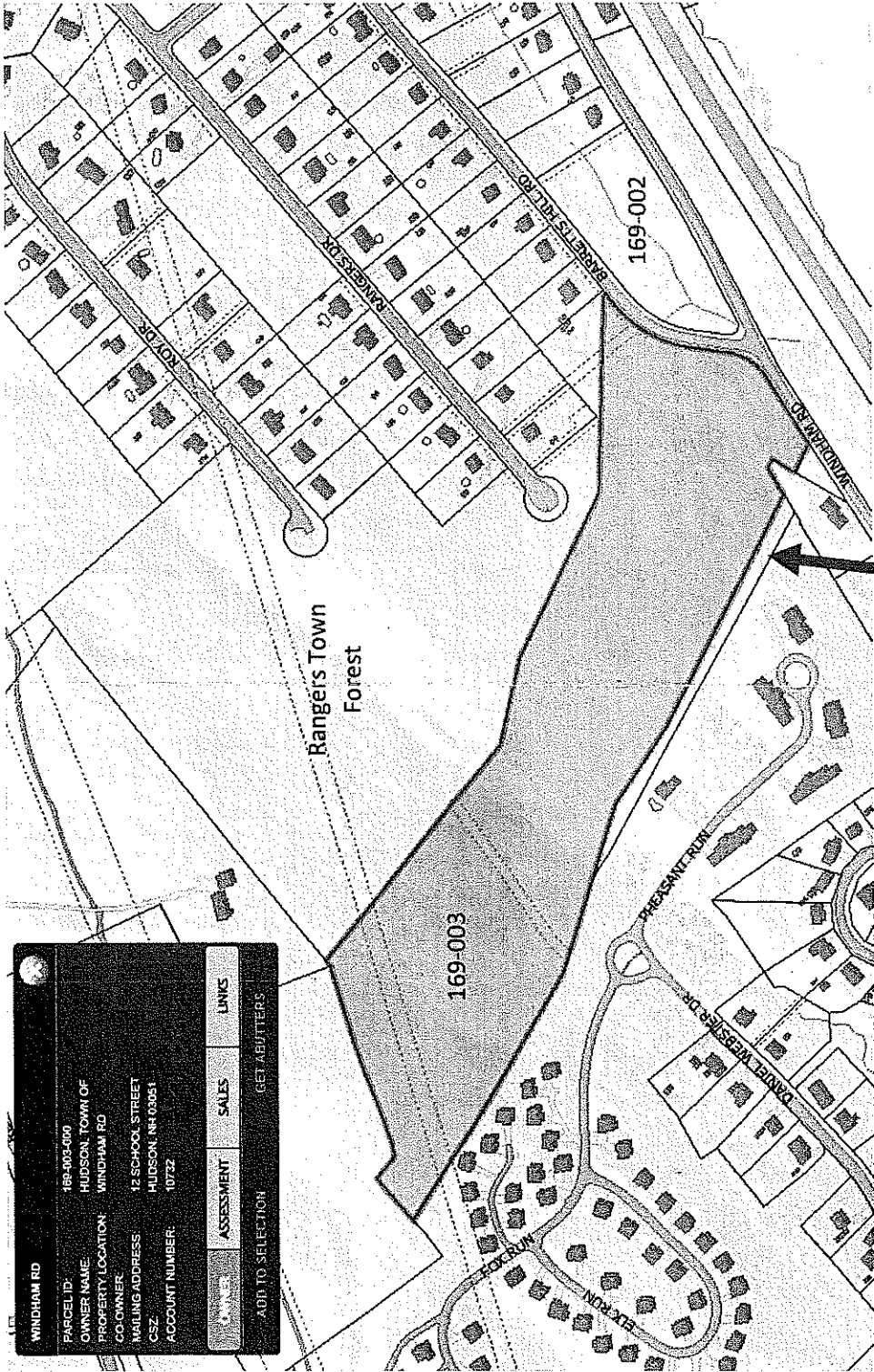
We, the undersigned, call upon the Selectmen of the Town of Hudson, New Hampshire, to include the following Warrant Article in our next town meeting during the month of March 2020:

"Shall the Town of Hudson designate parcel ID 169-003-000, consisting of 27.49 acres and abutting Rangers Town Forest, along with parcel 169-022-000 (1.02 acres) and parcel 169-002 (3.63 acres), as "Town Forest" as described in RSA 31:110 and 31:111, and convey management and control of said parcels to the Town's Conservation Commission pursuant to RSA 31:112, in order to permanently protect the parcels from development while retaining the ability to use them for forest management, passive recreation, enhancement and maintenance of scenic value, wildlife habitat and open space?"

already signed

Name	Signature	Address where REGISTERED to VOTE
✓ PHIL LEVESQUE		1 WALKER RD HUDSON NH
✓ Jen Parkhurst		21 Boy Dr. Hudson NH
✓ DONNA SAMUELS		8 Cobblestone Dr. Hudson
✓ Cynthia Tonseth		12 Woodridge Dr Hudson
✓ William Tonseth		12 Woodridge Dr Hudson
✓ Barry Samuels		8 Cobblestone Drive Hudson
✓ RALPH ALIO		108 Musquash Rd
✓ (MARY) MARIE DAY		24 St. Laurent Dr
✓ Carrie Meadows		6 Nevens St.
✓ SUZAN GRONCHIN		145 Laurent Rd.
✓ DEBORA LESCAULT		16 Rolling Woods Dr
✓ STEVEN LESCAULT		16 ROLLING WOODS DR
✗ WILLIAM MEECH		52 BARRETT HILL RD.

not at this address - PB



WINDHAM RD

169-002-000

OWNER NAME: HUDSON TOWN OF

PROPERTY LOCATION: WINDHAM RD

OWNER: WINDHAM TOWN

MAILING ADDRESS: 12 SCHOOL STREET

CSZ: HUDSON NH 03051

ACCOUNT NUMBER: 10732

ADD TO SELECTION

ASSESSMENT

SALES

LINKS

GET ABUTTERS

186
SEP 23 11 01 AM '86

669120
669120

KNOW ALL MEN BY THESE PRESENTS, That It, Barretts Hill Partnership, a New Hampshire General Partnership, having a principal place of business at 400 Amherst Street, in Nashua, Hillsborough County, New Hampshire,

for consideration paid, grants to the Town of Hudson, a New Hampshire municipal corporation of Hillsborough County with offices at 12 School Street, Hudson, County of Hillsborough, State of New Hampshire

with Cautions:

The following described premises:

See EXHIBIT A attached hereto and incorporated herein.

The premises conveyed is not homestead property.

Consideration is less than \$4,000.00.

And it, the ~~xxxxxxx~~ said grantor, releases to said grantee all rights ~~of xxxxxxxx~~ and other interests therein.

Witness Its hand ~~and seal~~ this 17 day of September, 1986.

Witness:

BARRETTS HILL PARTNERSHIP

Risa Charnel
Risa Charnel

By, Edward A. Frateschi
Richard A. Cabral

Its authorized general partners.

State of New Hampshire
COUNTY OF HILLSBOROUGH, SS

Sept. 17 A. D. 1986

Personally appeared Edward A. Frateschi and Richard A. Cabral, duly authorized general partners of Barretts Hill Partnership, known to me, or satisfactorily proven, to be the persons whose names are subscribed to the foregoing instrument and acknowledged that they executed the same for the purposes therein contained, on behalf of the partnership.

Before me, Risa Charnel
Justice of the Peace - Notary Public

669120
669120

EXHIBIT A

Barretts Hill Partnership

to

Town of Hudson, N. H.

03/20/86

Page 1

DESCRIPTION OF LAND
OF BARRETTS HILL PARTNERSHIP
TO BE DEEDED TO THE TOWN OF HUDSON
AT NO COST FOR THE RIGHT-OF-WAY
OF THE PROPOSED
NASHUA-HUDSON CIRCUMFERENTIAL HIGHWAY
IN THE TOWN OF HUDSON, NEW HAMPSHIRE
HILLSBOROUGH COUNTY

All that piece or parcel of property situate in the Town of Hudson, County of Hillsborough, designated as land of Barretts Hill Partnership on a map entitled "Boundary and Concept Plan of Barretts Hill Estates, Phase II, Planned Residential Development," dated September 1985, prepared by Costello, Lomasney & deNapoli, Inc., said parcel further identified as "Circumferential Highway Right-of-Way," bounded and described as follows:

Beginning at a point on the northerly street line of Barretts Hill Road, said point being the northeastern corner of the parcel herein described and being on the division line between said parcel on the west and land now or formerly of Yorkshire Development (Barretts Hill Estates Phase I) on the east;

Thence, northwesterly along said Yorkshire Development land, on a bearing of North $35^{\circ} 26' 56''$ West, a distance of 10.49 feet, to a point;

Thence, northwesterly crossing lands now or formerly of Barretts Hill Partnership on the following courses: North $88^{\circ} 20' 08''$ West, a distance of 557.42 feet, North $63^{\circ} 28' 41''$ West, a distance of 517.15 feet, North $76^{\circ} 38' 04''$ West, a distance of 256.74 feet, North $50^{\circ} 23' 22''$ West, a distance of 791.37 feet, to a point on the division line between land of said Barretts Hill Partnership on the south and land now or formerly of John D. Grace and Norman Pelletier on the north;

Thence, southwesterly along said land of Grace and Pelletier on a bearing of South $50^{\circ} 31' 34''$ West, a distance of 19.85 feet, to a point on the division line between said Grace and Pelletier on the east and land now or formerly of Theodore Beza on the west;

PK3671 090120
EX.3671 090120

Thence, westerly along said land of Beza the following courses: South $72^{\circ} 27' 07''$ West, a distance of 126.93 feet, South $73^{\circ} 37' 50''$ West, a distance of 105.69 feet, South $69^{\circ} 44' 57''$ West, a distance of 75.40 feet, South $67^{\circ} 38' 38''$ West, a distance of 138.62 feet, South $69^{\circ} 49' 05''$ West, a distance of 79.76 feet, South $76^{\circ} 00' 36''$ West, a distance of 31.24 feet, North $86^{\circ} 43' 38''$ West, a distance of 4.23 feet, North $60^{\circ} 37' 17''$ West, a distance of 15.26 feet, North $48^{\circ} 25' 11''$ West, a distance of 64.86 feet, to a drill hole set; South $50^{\circ} 04' 00''$ West, a distance of 33.97 feet, South $48^{\circ} 20' 48''$ West, a distance of 120.62 feet, South $47^{\circ} 15' 46''$ West, a distance of 4.43 feet, to a point;

Thence, southeasterly crossing said land of Barretts Hill Partnership the following courses: South $56^{\circ} 27' 03''$ East, a distance of 325.02 feet, South $58^{\circ} 47' 56''$ East, a distance of 501.39 feet, South $72^{\circ} 16' 59''$ East, a distance of 495.34 feet, South $55^{\circ} 50' 28''$ East, a distance of 272.90 feet, to a point; South $62^{\circ} 42' 51''$ East, a distance of 736.20 feet, to a point on the division line between said land of Barretts Hill Partnership on the north and land of Martha H. Bedard on the south;

Thence, northeasterly along said land of Martha H. Bedard, North $58^{\circ} 23' 46''$ East, a distance of 87.76 feet, southeasterly along same land of Martha H. Bedard, South $59^{\circ} 48' 32''$ East, a distance of 27.77 feet, southwesterly along same land of Martha H. Bedard, South $30^{\circ} 10' 30''$ West, a distance of 73.83 feet, to a point;

Thence, southeasterly crossing said land of Barretts Hill Partnership on a bearing of South $62^{\circ} 42' 51''$ East, a distance of 90.51 feet, to a point on the northerly street line of Windham Road; thence, northeasterly along said street line on a bearing of North $57^{\circ} 00' 00''$ East, a distance of 228.10 feet to its intersection with the westerly street line of Barretts Hill Road;

Thence, northeasterly along said Barretts Hill Road on a curve to the left, with a radius of 150.00 feet, a distance of 129.59 feet to a point;

Thence, northeasterly further along the said street line the following courses: North $07^{\circ} 29' 59''$ East, a distance of 106.34 feet, along a curve to the right with a

EX-3671 P-0121

BK 3671 pg 0121

radius of 350.00 feet a distance of 261.28 feet, North 50° 16' 20" East, a distance of 37.04 feet to the point or place of beginning.

Being 1,197,434 square feet, (27.49 acres) more or less.

Said parcel being subject to the following easements:

SEWER UTILITY AND WALKWAY EASEMENT

A 30 foot wide sewer, utility, and walkway easement bounded and described as follows:

Beginning at a point located on the northern division line between the parcel herein described and the remaining land of Barretts Hill Partnership, said point being 566.79 feet, on a bearing of South 50° 23' 22" East, from the division line between said Barretts Hill Partnership on the south and land of Grace and Pelletier on the north;

Thence, southwesterly crossing the parcel herein described on the following courses: South 53° 33' 03" West, a distance of 237.60 feet, South 54° 49' 44" West, a distance of 237.29 feet, South 44° 28' 45" West, a distance of 80.57 feet to a point on the division line between the parcel herein described on the north and the remaining land now or formerly of Barretts Hill Partnership on the south;

Thence, southeasterly along the aforementioned division line on a bearing of South 72° 16' 59" East, a distance of 33.60 feet, to a point;

Thence, northeasterly along the following courses: North 44° 28' 45" East, a distance of 62.73 feet, North 54° 49' 44" East, a distance of 234.91 feet, North 53° 33' 03" East, a distance of 245.38 feet to a point on the division line between the herein described parcel on the south and the remaining land now or formerly of Barretts Hill Partnership on the north;

Thence, northwesterly along the aforementioned division line on a bearing of North 50° 23' 22" West, a distance of 30.91 feet to the point or place of beginning.

BK 367H PG 0122
M 3871 P 0122

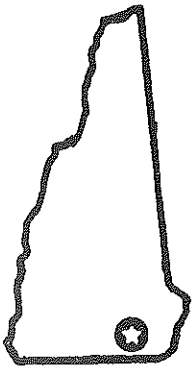
GAS LINE EASEMENT

The herein described parcel is subject to a Tennessee Gas Company Easement running in an east-west direction through the northwest section of the parcel. The Tennessee Gas Company easement is subject to the following restrictions:

1. No structures, trees or other obstructions are to be erected or placed upon the Company's rights-of-way and easements.
2. No excavations, change of grade nor water impoundment within the rights-of-way and easements are to be made without the express written consent of the Company.
3. No heavy equipment is to be moved across the rights-of-way and easements prior to notifying the district superintendent.
4. The rights-of-way and easements may be crossed, under certain conditions, by roads, railroads, streets and utility lines; however, these facilities are not to be placed along and within the Company's rights-of-way and easements. The owner and/or developer is advised that in order to accommodate such facilities across the pipelines, or to accommodate any allowable change of grade, impoundment of water or excavation, the Company in many instances will be required by Federal regulations and Company requirements to alter or adjust its pipeline facilities. The Company will require that the owner and/or developer assume the financial obligation of any such required alteration or adjustment.
5. An engineer's plat of the subdivision or project, along with a profile of any streets that will cross the pipelines, must be furnished by the developer. From this, and the Company records, the Company will determine what alterations will be required, if any, and will then furnish the developer an estimate of costs and a drawing shown in the necessary pipeline alterations.

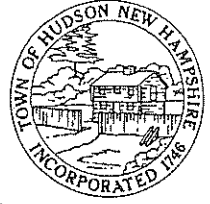
For further information regarding the Tennessee Gas Line Company Easement contact Mr. Walter Kaplan, District Superintendent at (617) 435-6812, or Mr. W.B. Arcese R.O.W. supervisor at (413) 786-2722.

BK 3071 pg 0123
BK3671 P0123



TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051

9.A.M. Agenda 11-12-19



Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: November 5, 2019

Re: Town Clerk/Tax Collector Salary

At their meeting on October 24, 2019 the Board of Selectmen directed that a discussion regarding the Town Clerk/Tax Collector's salary be placed on the next Board of Selectmen meeting agenda. I have attached information provided to the Board by the Town Clerk/Tax Collector as well as the current Town Clerk/Tax Collector's salary history and a copy of the warrant article that established the salary scale for the elected position of Town Clerk/Tax Collector.

Should you have any questions or need additional information, please feel free to contact me. Thank you.

As we prepare our budgets for next year I would like to request your opinion for the Board to consider a two-step increase in my salary scale each year until I reach the maximum for the following reasons:

In 2018 a warrant article was approved changing the salary structure of the TC/TC position from a set salary to the current salary scale.

Years of Service	Salary
Year 1 (Minimum)	\$54,921
Year 2	\$56,843
Year 3	\$58,833
Year 4	\$60,892
Year 5	\$63,023
Year 6	\$65,229
Year 7	\$67,512
Year 8	\$69,875
Year 9 (Maximum)	\$73,320

This was proposed to alleviate yearly discussions at Deliberative Session over concerns a new person would start the position at the same set salary as the current TC/TC should a vacancy arise. The Selectmen and the residents also recognized the salary was disproportionate to area towns and this scale helped to bring the salary more in line with our neighbors.

The new salary scale affords a 3.5% increase each year over the course of nine years, allowing a new TC/TC to reach the maximum salary of \$73,392 after 9 years of employment. This format mirrors other union contracts within the town with step increases for years of service until maximum is reached.

However, this did not take into consideration the years of service already performed by the current TC/TC. I have been the TC/TC for 12 years now but I am at Year 4 (\$60,892) of the scale. Based on this new format, it will effectively take me 17 years to reach the maximum salary that a new Town Clerk will attain in nine years. I do not believe the will of the voters intended the current person in this position to take twice as long to reach maximum salary as any other person employed by the Town.

It was my understanding the intent of the warrant article was to bring the position's salary on par with our neighboring towns. Based on the last NHMA survey in **2016**, a Town Clerk with 12 years of service was at the following maximum salary:

	Population	Max Salary
Dover	29,987	74,006
Merrimack	25,494	70,080
Londonderry	24,129	75,640
Pelham	12,897	66,248
Litchfield	8,271	80,620
Hudson (current)	24,497	60,892

The above salary comparison that was used to set the salary scale for the warrant article in 2018 was already two years old. The current salary for Hudson's TC/TC is well below the maximum salary comparison for years of service based on 2016 salaries and will unfortunately continue to fall behind with each passing year.

Additionally, with the recent merit & cola increases given to all other non-union department heads, my current salary is now more reflective of the Executive Assistant to the Board of Selectmen rather than a Department Head in charge of two departments, and has not had the same growth as other department head positions have had over the last nine years:

Position	2010	2016	FY2020	Total Inc.	% Inc
Finance Director	76,315	88,431	100,533	24,218	31.7%
IT Director	80,350	88,431	100,533	20,183	25.1%
Recreation Director	48,214	55,897	61,282	13,068	27.1%
Road Agent	86,611	98,748	108,976	22,365	25.8%
Town Administrator	102,253	109,581	123,348	21,095	20.6%
Town Clerk/Tax Collector	52,395	54,921	60,892	8,497	16.2%
Executive Asst to BOS	45,191	49,374	60,059	14,868	32.9%
Supervisors Union					
Chief Assessor	82,366	89,801	96,744	14,378	17.5%
Assessing Technician	48,630	57,919	67,750	19,120	39.3%
IT Specialist	78,884	86,007	92,655	13,771	17.5%
Town Accountant	68,600	74,795	80,576	11,976	17.5%

I believe that adjusting my salary two steps each year is a fair solution without drastically impacting the budget for the department or the town. This proposal only reduces the total number of years it will take for me to reach the maximum salary from seventeen to fifteen years, and does not address the fact that the maximum salary at that time will still be far below other Department Heads and area towns.

I will be happy to discuss this with you as my liaison and would appreciate your support.

YEARLY SALARIES AS REPORTED IN ANNUAL REPORTS

Year	TC/TC	Town Admin	Finance Director	Assessor	IT Director	Recreation Director	Town Accountant	Exec Asst
1989	29,676							
1990	32732							
1991	32777							
1992	34482			39935				31433
1993	35690		55227			13567 (PT)		32184
1994	38137	35385	54517	44457				34851
1995	37470	50673	53513	55943				33970
1996	37812	52616	53513	new				34420
1997	40048	55959	New	42584				34852
1998	40184	62075	48563	42938				36269
1999	41710	61340	50653	43046				37780
2000*	4195	64078	57273	50357				36469
2001	42735	65285	58487	51166	49396	28618		37155
2002	44472	67990	62292	51923	50152	30221		38697
2003	44540	New?	New?	59823	59830	36365		41937
2004	45849	76169	64585	63822	64190	41805	28846 new	43230
2005	47123	78706	67170	66454	50335 res	40535	46700	44670
2006	49862	85163	70666	69897	66965	44628	52816	47036
2007	New	99346	72994	72164	74634	48937	57171	48571
2008	53403	102663	76618	77431	80666	48401	63276	50998
2009	52395	102253	76315	79972	80350	48214	67028	New
2010	52395	102253	76315	82366	80350	48214	68600	45191
2011	52395	103533	79504	83616	81910	48936	69638	46065
2012	52395	105425	84213	83616	84213	50001	69638	46883
2013	52395	105425	84213	83616	84213	50001	69642	46906
2014								
2015	54374	106954	85870	86343	85870	54999	73339	47876
2016	54921	109581	88431	89801	88431	55897	74795	49374
2017	55447	111763	90277	91594	90196	56722	73183	52858
2018	57369	113998	93345	93426	93345	57771	76295	56617

*Town report started separating out base salary, overtime & other.

WARRANT ARTICLES

Year	TC	Supv	Non Union	Support	Fire	PD	Hwy	Lib
1996	Pass		Pass		3 yr Pass	1 yr Pass		Pass
1997	Fail		Pass	1 yr Pass		1 yr Pass		Pass
1998	Pass			3 yr Pass		3 yr Pass	1 yr Pass	
1999	Pass	3 yr Pass			3 yr Pass	3 yr Pass	2 yr Pass	Pass
2000	Pass		Pass					Pass
2001	Pass		Pass	3 Yr Pass			3 yr Pass	Pass
2002	Fail	3 yr Pass	Pass		2 yr Pass	3 yr Pass		Pass
2003	Pass		Fail					Pass
2004	Pass		Pass	2 Yr Pass			3 Yr Fail	Pass
2005	Pass	3 yr Pass			2 yr Fail	2 Yr Pass	3 Yr Pass	
2006	Pass			3 yr Fail	5 yr Pass			Pass
2007	Pass		Pass	3 yr Pass		3 yr Pass	3 yr Pass	Pass
2008	Pass	3 yr Pass	Pass					
2009	Fail		Fail					Fail
2010				2 yr Fail		3 yr Fail	3 yr Pass	
2011	Fail	3 yr Fail		3 yr Fail				Fail
2012	Fail	2 yr Fail		2 yr Fail				
2013	Fail	2 yr Fail	Fail	2 yr Fail	2 yr Fail	2 yr Fail	4 yr Fail	
2014	Pass	1 yr Pass	Fail	2 yr Pass	2 yr Pass	3 yr Pass	3 yr Pass	
2015	Pass	1 yr Pass	*					Pass
2016	Fail	3 yr Pass	*	3 yr Pass	3 yr Pass			
2017	Pass		*			2 yr Pass	2 yr Pass	Pass
2018	Pass **		*					
2019	**	4 yr Pass	*	3 yr Pass	5 yr Pass		1 yr Pass	

- * Non-union raises included in budget
- ** TC salary scale based on years of service passed

Town of Hudson, NH
Town Clerk / Tax Collector Salary History
FY 2008 to FY 2020

	<u>Salary</u>	<u>% Increase</u>
Fiscal Year 2008	\$52,403 *	0.0%
Fiscal Year 2009	\$52,403	0.0%
Fiscal Year 2010	\$52,403	0.0%
Fiscal Year 2011	\$52,403	0.0%
Fiscal Year 2012	\$52,403	0.0%
Fiscal Year 2013	\$52,403	0.0%
Fiscal Year 2014	\$52,403	0.0%
Fiscal Year 2015	\$53,844	2.7%
Fiscal Year 2016	\$54,921	2.0%
Fiscal Year 2017	\$54,921	0.0%
Fiscal Year 2018	\$56,019	2.0%
Fiscal Year 2019	\$58,833 **	5.0%
Fiscal Year 2020	\$60,892 ***	3.5%

* Patricia Barry appointed Town Clerk/Tax Collector July 10, 2007.

** Step 3 of Voter Approved Pay Scale

*** Step 4 of Voter Approved Pay Scale

MARCH 2018

Article 9 Water Fund Operating Budget

Shall the Town of Hudson vote to raise and appropriate as the Water Fund operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$4,022,907? Should this article be defeated, the default budget shall be \$3,362,420, which is the same as last year, with certain adjustments required by previous action of the Town of Hudson or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only. (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 10-0)

Yes No

Article 10 Wage & Benefit Increase for Town Clerk/Tax Collector

Shall the Town of Hudson vote to raise and appropriate the sum of \$1,333 which represents an increase in wages and benefits for the Town Clerk/Tax Collector? (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 9-1)

Yes No

Article 11 Town Clerk/Tax Collector Salary Scale

Shall the Town of Hudson vote to approve a salary schedule based on years of service for the office of Town Clerk/Tax Collector pursuant to RSA 41:25 and 41:33? If adopted, the annual salary for the Town Clerk/Tax Collector shall be established in accordance with the following salary schedule:

Years of Service	Salary
Year 1 (Minimum)	\$54,921
Year 2	\$56,843
Year 3	\$58,833
Year 4	\$60,892
Year 5	\$63,023
Year 6	\$65,229
Year 7	\$67,512
Year 8	\$69,875
Year 9 (Maximum)	\$73,320

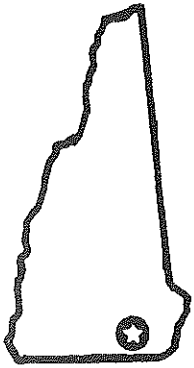
(Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 10-0)

Yes No

Article 12 Wage and Benefit Increase for Library Personnel

Shall the Town of Hudson vote to raise and appropriate the sum of \$15,980 in wages and benefits for the Library Director, five Librarians and two Assistant Librarians of the Rodgers Memorial Library in an effort to move the rate of pay for these positions closer to the average hourly wage rate reported by New Hampshire libraries serving comparable communities? (Recommended by the Board of Selectmen 5-0) (Recommended by the Budget Committee 9-1)

Yes No



TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051

9.N. Agenda
11-12-19



Stephen A. Malizia, Town Administrator – smalizia@hudsonnh.gov – Tel: 603-886-6024 Fax: 603-598-6481

To: Board of Selectmen

From: Steve Malizia, Town Administrator

Date: November 4, 2019

Re: Sale of Tax Deeded Property – 16 Campbello Street

At their meeting on October 8, 2019 the Board of Selectmen approved the sale of Town owned, tax deeded property located at 16 Campbello Street, Map 165, Lot 028 by sealed bid. The Invitation to Bid was mailed to 4 abutting property owners, was advertised in the Hudson Litchfield News, on HCTV and on the Town's web and Facebook pages. Three (3) sealed bids were received and opened by the Town Clerk/Tax Collector on November 1, 2019. The high bid of \$10,101 was submitted by one of the abutters, Richard Suter of 12 Campbello Street in Hudson. As Mr. Suter's bid was \$6,101 higher than the second bid of \$4,000 from Jo-Ann and Elizabeth Ellison of 20 Campbello Street in Hudson, I am recommending that the Board of Selectmen sell the property to Richard Suter, the high bidder. Should the Selectmen concur with my recommendation, the following motion is appropriate:

Motion: To sell Town owned tax deeded property located at 16 Campbello Street, Map 165, Lot 028, to the high bidder, Richard Suter of 12 Campbello Street, Hudson, NH for \$10,101.

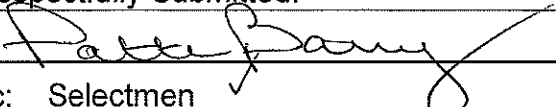
Should you have any questions or need additional information, please feel free to contact me. Thank you.

Office of the Town Clerk/Tax Collector
 Sale of 16 Campbello Street
 Friday, November 1, 2019 @ 10:00am

RECEIVED

NOV 01 2019

TOWN OF HUDSON
 SELECTMEN'S OFFICE

Name & Address	Received Date	Bid Price
Ellison	15-Oct-19	\$ 4,000.00
20 Campbello St, Hudson, NH	10:30 AM	
Richard Makris	31-Oct-19	\$ 1,074.00
119 Talent Rd, Uitchfield	1:36pm	
Richard Suter	1-Nov-19	\$ 10,101.00
12 Campbello St, Hudson, NH	9:31am	
Respectfully Submitted:		
		
cc: Selectmen		
Finance		
Administration		

TOWN OF HUDSON

Board of Selectmen



12 School Street Hudson, New Hampshire 03051 603/886-6024 FAX 603/598-6481



NOTICE -- INVITATION TO BID -- REAL ESTATE

The Town of Hudson (hereinafter "Town") will be receiving bids until ten o'clock a.m. (10:00 a.m.), November 1, 2019 for the purchase of the following property located in Hudson, New Hampshire, according to the specifications provided herewith:

16 Campbello Street Hudson, New Hampshire
Town of Hudson Tax Map/Parcel 165/028

The property will be sold to the highest bidder. Tie bids will be settled by the flip of a coin or by the drawing of lots. Notwithstanding the foregoing, the Town reserves the right to reject any or all bids, to waive irregularities in the bids, and to accept the bid which best serves the interest of the Town.

Bids shall be submitted on the Real Estate Bid Form available at the Town Administrator's/Board of Selectmen's Office. A deposit equal to ten percent (10%) of the bid price must accompany the bid. The deposit must be in the form of a certified or cashier's check, made payable to the Town of Hudson. The successful bidder will be required to execute a purchase and sale agreement in accordance with the terms of this notice and the balance must be paid within sixty (60) days of the mailing of a notice of award. If such balance is not paid within the allotted time, the required deposit will be forfeited and the property will be re-bid. Deposits submitted by unsuccessful bidders will be returned within ten (10) days after the mailing of the notice of award to the successful bidder.

All closing costs are to be the responsibility of the successful bidder. There will be no real estate sales commission involved.

The Town has acquired the property by Tax Collector's deed. The Property is approximately .094 of an acre, and is being sold with a 25 foot wide access easement along the Merrimack River for a potential future recreational trail along the river. Reference is made to the enclosed Tax Map; however, bidders should not rely on the tax map for title purposes and are expected to perform their own due diligence. The property will be conveyed by Selectmen's Deed. No delinquent back taxes must be paid by the buyer; however, the buyer shall be responsible for all future real estate taxes concerning the property which are assessed and billed by the Town of Hudson on or after the date of closing. The Town makes no representation as to the state of the title, liens, encumbrances, easements, or other matters that may affect the title, ownership or intended use of the property, other than as noted herein. Bidders, therefore, are advised to undertake an examination of the record title of the property and the related zoning regulations.

The property is otherwise being sold on an "as is" basis. Bidders are encouraged to inspect the property prior to bidding. The Town reserves the right to enforce any and all restrictive covenants.

The property location can be identified by reference to its Tax Map/Parcel number.

Bids must be sealed and marked "Bid on Sale of Real Estate" and be delivered to the Office of the Town Clerk, Town of Hudson, 12 School Street, Hudson, New Hampshire 03051 by the time specified above. It is expected that an award will be made by the Selectmen on or about November 12, 2019. A list of all bidders and their respective bids will be available to the public at the Town Administrator's/Selectmen's Office following the award by the Board of Selectmen and a copy of the list will be mailed to each unsuccessful bidder, along with the return of their deposit.

9.0.

Weissgarber, Lorrie

From: rogerec <rogerec@comcast.net>
Sent: Monday, October 28, 2019 1:09 PM
To: Weissgarber, Lorrie
Subject: Re: FW: Citizen's Traffic Advisory Committee

Please put this on the agenda Mr. Chairman. I have an idea we can discuss.
Roger

Sent from Samsung Galaxy smartphone.

----- Original message -----

From: "Weissgarber, Lorrie" <lweissgarber@hudsonnh.gov>
Date: 10/28/19 9:02 AM (GMT-05:00)
To: "McGrath, Marilyn" <mmcgrath@hudsonnh.gov>, "Martin, Normand" <nmartin@hudsonnh.gov>, "Roy, Kara" <kroy@hudsonnh.gov>, "Coutu, Roger" <rcoutu@hudsonnh.gov>
Subject: FW: Citizen's Traffic Advisory Committee

From: Dave Morin [mailto:d620908@comcast.net]
Sent: Monday, October 28, 2019 9:00 AM
To: Weissgarber, Lorrie <lweissgarber@hudsonnh.gov>
Subject: Fwd: Citizen's Traffic Advisory Committee

Lorrie

Could you please forward this to the rest of the board of selectmen. This is the email I spoke to you about briefly reference to the traffic committee

Thank you very much for your time

Have a good day

Dave Morin

Begin forwarded message:

From: James Battis <battis.hcc@comcast.net>
Date: October 26, 2019 at 18:19:24 EDT
To: "Morin, Dave" <dmorin@hudsonnh.gov>
Cc: "Malizia, Steve" <smalizia@hudsonnh.gov>
Subject: Citizen's Traffic Advisory Committee

Dave and Steve,

As I mentioned to Dave this morning at the Master Plan Vision workshop, members of the Citizen's Traffic Advisory Committee have had several discussions concerning our path forward.

As I am certain you are aware, the committee was defined by the Selectmen as having a full membership of 6 voting members, making the required quorum of 4. At this time only 3 members have been appointed, Grace Kennedy, Timothy Wyatt, and myself; one short of a quorum. It is my understanding, from Elvis Dhima and from you, that without the appointment of a full quorum, the committee cannot call a meeting or conduct business.

I appreciate the issues of seeking additional volunteers. I would like to suggest to the Board of Selectmen that one path forward might be to redefine the voting membership of the committee to five instead of six members. If that were to be acceptable, the present three members would reach a quorum and the committee could proceed. Once the committee is active and functioning, perhaps additional volunteers for the full and alternate membership would come forward.

A second question is the status of the present committee membership of three under the New Hampshire Right-to-Know law given that that the committee has never had a quorum. In the New Hampshire Attorney General's Memorandum on the Right-to-Know law (www.doj.nh.gov/civil/documents/right-to-know.pdf) a quorum is defined as the "majority of the membership" of a public body (footnote 5, page 7) without reference to the full membership.

This leads to two questions:

1. If a quorum of the body's designated membership has **never** been appointed does the Right-to-Know law apply to the appointed members? In essence, does the body exist under the Right-to-Know law?
2. If less than a quorum of members have been appointed to a body, what constitutes a "majority of the membership"?

Needless to say, if the committee membership issue is resolved, either through appointment or redefinition of the full membership, these questions become moot.

Thank you for your time and consideration.

James Battis

603-881-5481

q.p.
As per
11-12-19

Town of Hudson

Revenues and Expenditures

Through October 31, 2019

State

Town of Hudson, NH
 Appropriations and Revenue Summary
 October 31, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustments	Available Appropriation	Expended To Date	Encumbered	Balance Available	Expended %
01	General Fund									
4199	5020	Trustees of Trust Funds	3,675	0	0	3,675	668	0	3,007	18%
4195	5025	Cemetery Trustees	1,250	0	0	1,250	0	0	1,250	0%
4140	5030	Town Clerk/Tax Collector	376,809	0	8,651	385,460	125,837	6,166	253,457	34%
4140	5041	Moderator	22,204	0	0	22,204	1,250	0	20,954	6%
4140	5042	Supervisors of The Checklist	4,840	0	0	4,840	0	0	4,840	0%
4199	5050	Town Treasurer	8,074	0	0	8,074	2,691	0	5,383	33%
4199	5055	Sustainability Committee	1,300	0	0	1,300	369	0	931	28%
4520	5063	Benson Park Committee	1,100	0	0	1,100	0	0	1,100	0%
4199	5070	Municipal Budget Committee	800	0	0	800	0	0	800	0%
4140	5077	IT - Town Officers	3,265	0	0	3,265	1,052	0	2,213	32%
4199	5080	Ethics Committee	100	0	0	100	0	0	100	0%
		Town Officers	423,417	0	8,651	432,068	131,867	6,166	294,035	32%
4130	5110	Board of Selectmen/Administration	383,733	0	3,451	387,184	116,762	761	269,661	30%
4194	5115	Oakwood	2,275	0	0	2,275	0	88	2,188	4%
4194	5120	Town Hall Operations	121,631	0	2,475	124,106	52,146	6,627	65,333	47%
4442	5151	Town Pool	85,000	0	0	85,000	21,705	0	63,295	26%
4130	5177	IT - Town Administration	800	0	0	800	1,231	550	(981)	223%
		Administration	593,439	0	5,926	599,365	191,944	8,026	399,496	33%
4153	5200	Legal	136,560	9,658	0	146,218	12,729	61,209	72,279	51%
4150	5310	Finance Administration	191,726	3,800	0	195,526	63,842	17,411	114,273	42%
4150	5320	Accounting	264,293	0	7,646	271,939	87,119	429	184,390	32%
4150	5377	IT - Finance	2,350	0	0	2,350	48	0	2,302	2%
		Finance	458,369	3,800	7,646	469,815	151,009	17,840	300,966	36%
4150	5330	Information Technology	806,773	3,588	5,370	815,731	226,477	116,480	472,775	42%
		Information Technology	806,773	3,588	5,370	815,731	226,477	116,480	472,775	42%
4152	5410	Assessing Department	401,892	23,145	9,251	434,288	154,196	45,550	234,541	46%
4152	5477	IT - Assessing	14,750	0	0	14,750	489	0	14,261	3%
		Assessing	416,642	23,145	9,251	449,038	154,685	45,550	248,802	45%
4312	5515	Public Works Facility	56,110	0	0	56,110	13,677	11,642	30,792	45%
4312	5551	Public Works Administration	259,498	0	1,336	260,834	86,724	806	173,305	34%
4312	5552	Streets	2,799,965	0	19,477	2,819,442	1,321,657	480,338	1,017,446	64%
4312	5553	Equipment Maintenance	464,275	0	3,011	467,286	151,378	4,884	311,024	33%
4312	5554	Drainage	510,419	0	16,656	527,055	208,257	6,244	312,554	41%
4522	5556	Parks Division	204,967	0	3,161	208,128	70,232	14,067	123,829	41%
4312	5577	IT - Public Works	4,840	0	0	4,840	2,684	0	2,156	55%
		Public Works	4,300,074	0	43,621	4,343,695	1,854,609	517,981	1,971,105	55%

Town of
 -venue Summary
 October 31, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustments	Available Appropriation	Expended To Date	Encumbered	Balance Available	Expended	%
4191	5277	IT - LUD	5,345	0	0	5,345	1,675	3,375	295	94%	
4191	5571	LUD - Planning	239,566	0	7,602	247,168	86,844	19,844	140,479	43%	
4191	5572	LUD - Planning Board	8,250	0	0	8,250	744	1,883	5,623	32%	
4191	5581	LUD - Zoning	181,077	0	3,899	184,976	60,809	3,135	121,032	35%	
4191	5583	LUD - Zoning Board of Adj	12,400	0	0	12,400	982	9,536	1,882	85%	
4311	5585	LUD - Engineering	272,669	0	4,351	277,020	96,115	3,979	176,976	36%	
		Land Use	719,307	0	15,852	735,159	247,169	41,753	446,237	39%	
4210	5610	Police Administration	324,919	1,560	3,507	329,986	87,625	15,399	226,962	31%	
4210	5615	Police Facility Operations	318,146	21,000	2,880	342,026	135,410	9,730	196,886	42%	
4210	5620	Police Communications	716,521	0	0	716,521	216,980	546	498,995	30%	
4210	5630	Police Patrol	5,910,899	83,014	210,250	6,204,163	1,941,081	217,958	4,045,123	35%	
4210	5640	Investigations	15,470	0	0	15,470	6,369	1,951	7,150	54%	
4414	5650	Animal Control	113,279	0	1,475	114,754	38,078	1,516	75,160	35%	
4210	5660	Information Services	247,966	0	2,014	249,980	50,601	6	199,374	20%	
4210	5671	Support Services	79,875	1,700	0	81,575	35,161	8,157	38,256	53%	
4210	5672	Crossing Guards	56,763	0	0	56,763	11,224	0	45,539	20%	
4210	5673	Prosecutor	314,042	0	2,685	316,727	102,055	1,637	213,036	33%	
4210	5677	IT - Police	93,672	0	0	93,672	53,906	550	39,216	58%	
		Police	8,191,552	107,274	222,811	8,521,636	2,678,489	257,450	5,585,697	34%	
4220	5710	Fire Administration	662,971	0	11,643	674,614	214,473	22,314	437,827	35%	
4220	5715	Fire Facilities	133,328	0	0	133,328	29,672	34,463	69,193	48%	
4220	5720	Fire Communications	362,300	52,150	0	414,450	122,994	57,856	233,599	44%	
4220	5730	Fire Suppression	4,787,633	23,946	148,145	4,959,723	1,746,073	128,110	3,085,540	38%	
4220	5740	Fire Inspectional Services	422,558	0	6,637	429,195	95,554	12,161	321,480	25%	
4220	5750	Fire Emergency Medical Services	112,052	0	0	112,052	35,811	21,762	54,479	51%	
4220	5765	Fire Alarm	3,746	0	0	3,746	0	75	3,671	2%	
4220	5770	Emergency Management	8,000	0	0	8,000	711	0	7,289	9%	
4220	5777	IT - Fire	36,265	0	0	36,265	28,114	3,945	4,206	88%	
		Fire	6,528,853	76,096	166,425	6,771,373	2,273,402	280,686	4,217,285	38%	
4520	5810	Recreation Administration	158,957	0	0	158,957	51,155	3,314	104,488	34%	
4520	5814	Recreation Facilities	71,065	0	0	71,065	25,438	6,820	38,807	45%	
4520	5821	Supervised Play	114,304	0	0	114,304	90,716	940	22,648	80%	
4520	5822	Robinson Pond	0	0	0	0	1,714	90	(1,804)	100%	
4520	5824	Ballfields	11,755	0	0	11,755	5,557	0	6,198	47%	
4520	5826	Lacrosse	11,276	0	0	11,276	0	0	11,276	0%	
4520	5831	Basketball	52,615	0	0	52,615	47	6,234	46,334	12%	
4520	5834	Soccer	18,635	0	0	18,635	11,702	0	6,933	63%	
4520	5835	Senior Activities Operations	41,542	0	0	41,542	16,439	1,297	23,805	43%	
4520	5836	Teen Dances	1,500	0	0	1,500	868	0	632	58%	
4520	5839	Community Activities	7,060	0	0	7,060	1,532	206	5,322	25%	
4520	5877	IT - Recreation	3,250	0	0	3,250	1,409	0	1,841	43%	
		Recreation	491,959	0	0	491,959	206,577	18,901	266,481	46%	

Town of
00, NH
Appropriations and Revenue Summary
October 31, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustments	Available Appropriation	Expended To Date	Encumbered	Balance Available	Expended	%
4196	5910	Insurance	490,000	0	0	490,000	478,366	0	11,634	98%	
4199	5920	Community Grants	90,508	0	0	90,508	82,484	0	8,024	91%	
4583	5930	Patriotic Purposes	5,600	0	0	5,600	4,100	0	1,500	73%	
4199	5940	Other Expenses	165,000	4,950	0	169,950	11,599	1,520	156,831	8%	
4220	5960	Hydrant Rental	277,000	0	0	277,000	92,323	0	184,677	33%	
4321	5970	Solid Waste Contract	1,615,815	0	0	1,615,815	427,423	1,188,391	1	100%	
		Non-Departmental	2,643,923	4,950	0	2,648,873	1,096,296	1,189,910	362,667	86%	
		General Fund Appropriation Subtotal	25,710,868	228,511	485,552	26,424,931	9,225,153	2,561,953	14,637,825	44.6%	
		Warrant Articles									
4901	6015	Widening Lowell Rd from Watson to Sag	0	1,464,726	0	1,464,726	6,114	1,458,612	0	100%	
4901	6032	Dev. of Benson Property	0	7,302	0	7,302	3,053	3,298	951	87%	
4152	6040	Future Prop. Revaluation	15,000	0	0	15,000	15,000	0	0	100%	
4210	6056	New Police Officers	187,668	0	(187,668)	0	0	0	0	0%	
4220	6059	Fire Fighters Union Contract	132,624	0	(132,624)	0	0	0	0	0%	
4130	6060	Hudson, Pol, Fire, Town Supv	95,612	0	(95,612)	0	0	0	0	0%	
4199	6061	Admin & Support Contract	39,851	0	(39,851)	0	0	0	0	0%	
4312	6062	Public Works Union Contract	38,709	0	(38,709)	0	0	0	0	0%	
4326	6095	Vacccon Truck Cap Rsrsv Fund	15,000	0	0	15,000	15,000	0	0	100%	
4915	6208	Library Improvements CRF	25,000	0	0	25,000	25,000	0	0	100%	
4903	6209	Construction of New Fire Station	0	135,768	0	135,768	0	135,768	0	100%	
0000	6434	Operating Transfer to Library	0	0	0	0	227,031	0	(227,031)	100%	
0000	6436	Operating Transfer to Cons Co.	0	0	0	0	0	0	0	0%	
		General Fund Warrant Articles	549,464	1,607,796	(494,464)	1,662,796	291,198	1,597,678	(26,080)	114%	
		General Fund Total Budget	26,260,332	1,836,307	(8,912)	28,087,727	9,516,351	4,159,631	14,411,745	49%	
		02 Sewer Fund									
4326	5561	Sewer Billing & Collection	151,612	0	2,654	154,266	88,382	6,712	59,172	62%	
4326	5562	Sewer Operation & Maintenance	1,057,592	206,786	0	1,264,378	358,500	599,590	306,287	76%	
4326	5564	Sewer Capital Projects	560,000	237,516	(20,544)	776,972	522,499	0	254,473	67%	
4326	6095	Vacccon Truck Cap Rsrsv Fund	15,000	0	0	15,000	15,000	0	0	100%	
		Sewer Fund	1,784,204	444,302	(17,890)	2,210,616	984,381	606,302	619,932	72%	
		03 Water Fund									
4332	5591	Water - Administration	277,629	0	3,438	281,067	144,293	20,052	116,722	58%	
4332	5592	Water - Ops & Maintenance	1,404,773	244,535	0	1,649,308	526,029	646,261	477,018	71%	
4335	5593	Water - Supply	843,945	61,444	95,237	1,000,626	302,764	414,770	283,092	72%	
4332	5594	Water - Debt Service	1,354,476	0	0	1,354,476	159,738	0	1,194,738	12%	
		Water Fund	3,880,823	305,979	98,675	4,285,477	1,132,823	1,081,083	2,071,571	52%	
		Total General, Sewer, Water Funds	31,925,359	2,586,587	71,873	34,583,819	11,633,555	5,847,016	17,103,248	51%	

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: October 2019, GL Year 2020

Account Number	General Fund	Est Rev	MTD Rev	YTD Rev	Balance	%Coll
01-0000-4913-000-000	Transfer from Land Use Change Fund	0.00	0.00	0.00	0.00	0.000
01-0000-4914-000-000	Library Revenue	12,329.00	0.00	0.00	12,329.00	0.000
01-3110-4100-000-000	General Property Taxes	16,740,066.00	0.00	0.00	16,740,066.00	0.000
01-3110-4101-000-000	Overlay	-201,469.00	0.31	-6,567.38	-194,901.62	3.260
01-3185-4120-000-000	Yield Taxes and Interest	10,000.00	0.00	1,697.60	8,302.40	16.976
01-3186-4115-000-000	In Lieu of Taxes	12,576.00	0.00	0.00	12,576.00	0.000
01-3189-4121-000-000	Excavation Activity Tax	3,000.00	0.00	0.00	3,000.00	0.000
01-3189-4127-000-000	Boat Tax	7,000.00	54.64	1,455.12	5,544.88	20.787
01-3190-4173-000-000	Interest on Land Use Assessment	0.00	0.00	0.00	0.00	0.000
01-3190-4203-000-000	Charges on Property Taxes	5,000.00	90.85	996.35	4,003.65	19.927
01-3190-4204-000-000	Interest on Property Taxes	220,000.00	6,002.24	29,310.53	190,689.47	13.323
01-3220-4201-000-000	Motor Vehicle Permits	5,420,000.00	530,162.00	1,864,311.56	3,555,688.44	34.397
01-3230-4216-000-000	Certificate of Occupancy Permit	15,000.00	900.00	2,700.00	12,300.00	18.000
01-3230-4218-000-000	Building Permits	275,000.00	18,016.65	75,428.87	199,571.13	27.429
01-3230-4381-000-000	Septic Inspection Fees	6,000.00	200.00	1,100.00	4,900.00	18.333
01-3290-4209-000-000	Excavation Permits	5,000.00	0.00	0.00	5,000.00	0.000
01-3290-4214-000-000	Driveway Permits	2,000.00	200.00	800.00	1,200.00	40.000
01-3290-4217-000-000	Health Permits	150.00	0.00	0.00	150.00	0.000
01-3290-4221-000-000	Pistol Permits	4,000.00	120.00	431.00	3,569.00	10.775
01-3290-4233-000-000	Oil Burner/Kerosene Permits	1,000.00	0.00	0.00	1,000.00	0.000
01-3290-4238-000-000	Police Alarm Permit	2,800.00	410.00	1,070.00	1,730.00	38.214
01-3290-4239-000-000	Fire - Place of Assembly	2,000.00	310.00	600.00	1,400.00	30.000
01-3290-4254-000-000	Fire Alarm Permits	1,500.00	120.00	569.50	930.50	37.967
01-3290-4312-000-000	Zoning Application Fees	3,000.00	634.20	1,968.30	1,031.70	65.610
01-3290-4313-000-000	Planning Board Fees	30,000.00	3,645.17	18,550.01	11,449.99	61.833
01-3290-4315-000-000	Sewer Service Permit	3,000.00	0.00	200.00	2,800.00	6.667
01-3290-4322-000-000	UCC Filings	7,000.00	0.00	1,590.00	5,410.00	22.714
01-3290-4323-000-000	Vital Statistics	7,000.00	1,376.00	6,072.00	928.00	86.743
01-3290-4325-000-000	Police Fines, Forfeit, Court	500.00	0.00	0.00	500.00	0.000
01-3290-4325-000-000	Animal Control Fines/Fees	8,000.00	1,193.00	10,566.00	-2,566.00	132.075

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: October 2019, GL Year 2020

Account Number	Est Rev	MTD Rev	YTD Rev	Balance	%Coll
01-3290-4326-000-000	300.00	0.00	5.00	295.00	1.667
01-3290-4327-000-000	2,000.00	25.00	65.00	1,935.00	3.250
01-3290-4328-000-000	0.00	50.00	100.00	-100.00	0.000
01-3290-4334-000-000	15,000.00	2,210.00	8,980.00	6,020.00	59.867
01-3290-4335-000-000	1,100.00	265.00	415.00	685.00	37.727
01-3290-4343-000-000	1,500.00	148.35	433.10	1,066.90	28.873
01-3290-4347-000-000	2,500.00	163.60	646.27	1,853.73	25.851
01-3290-4354-000-000	0.00	0.00	0.00	0.00	0.000
01-3290-4356-000-000	10,000.00	600.00	2,600.00	7,400.00	26.000
01-3290-4421-000-000	1,000.00	-645.00	3,472.00	-2,472.00	347.200
01-3290-4422-000-000	1,000.00	0.00	10.00	990.00	1.000
01-3290-4427-000-000	0.00	0.00	0.00	0.00	0.000
01-3290-4428-000-000	0.00	20.00	50.00	-50.00	0.000
01-3290-4430-000-000	50.00	0.00	0.00	50.00	0.000
01-3290-4450-000-000	18,000.00	802.50	4,511.00	13,489.00	25.061
01-3290-4451-000-000	0.00	0.00	0.00	0.00	0.000
01-3351-4840-000-000	0.00	268,277.48	268,277.48	-268,277.48	0.000
01-3352-4841-000-000	1,286,282.00	0.00	0.00	1,286,282.00	0.000
01-3353-4810-000-000	568,939.00	170,681.62	341,363.24	227,575.76	60.000
01-3359-4856-000-000	26,000.00	791.10	15,329.85	10,670.15	58.961
01-3359-4657-000-000	264,077.00	0.00	37,261.85	226,815.15	14.110
01-3359-4658-000-000	0.00	0.00	0.00	0.00	0.000
01-3359-4659-000-000	10,000.00	12,264.54	24,813.32	-14,813.32	248.133
01-3379-4300-000-000	44,000.00	0.00	44,000.00	0.00	100.000
01-3379-4301-000-000	66,000.00	0.00	66,000.00	0.00	100.000
01-3401-4311-000-000	0.00	0.00	0.00	0.00	0.000
01-3401-4324-000-000	7,000.00	865.00	2,937.00	4,063.00	41.957
01-3401-4342-000-000	500.00	0.00	0.00	500.00	0.000
01-3401-4708-000-000	1,000.00	1,452.55	3,442.49	-2,442.49	344.249
01-3401-4716-000-000	0.00	179.76	179.76	-179.76	0.000
01-3401-4720-000-000	120,000.00	42,220.00	72,627.55	47,372.45	60.523

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: October 2019, GL Year 2020

Account Number	Est Rev	MTD Rev	YTD Rev	Balance	%Coll
01-3401-4729-000-000	60,000.00	15,074.17	15,074.17	44,925.83	25.124
01-3401-4730-000-000	800,000.00	-12,000.00	193,656.59	606,343.41	24.207
01-3401-4731-000-000	0.00	0.00	-12,915.63	12,915.63	0.000
01-3401-4732-000-000	500.00	125.00	245.00	255.00	49.000
01-3401-4745-000-000	88,000.00	0.00	19,873.22	68,126.78	22.583
01-3401-4746-000-000	2,000.00	0.00	0.00	2,000.00	0.000
01-3401-4748-000-000	0.00	3,733.65	66,337.52	-66,337.52	0.000
01-3401-4756-000-000	500.00	22,260.40	22,571.25	-22,071.25	######
01-3401-4757-000-000	500.00	80.00	310.00	190.00	62.000
01-3401-4758-000-000	500.00	0.00	0.00	500.00	0.000
01-3401-4759-000-000	500.00	273.35	437.55	62.45	87.510
01-3401-4761-000-000	50,000.00	910.00	4,610.00	45,390.00	9.220
01-3401-4762-000-000	150,000.00	0.00	42,566.95	107,433.05	28.378
01-3401-4764-000-000	25,000.00	50.00	2,040.00	22,960.00	8.160
01-3401-4765-000-000	4,000.00	0.00	0.00	4,000.00	0.000
01-3401-4766-000-000	3,000.00	1,300.00	1,300.00	1,700.00	43.333
01-3401-4767-000-000	13,000.00	0.00	1,837.50	11,162.50	14.135
01-3401-4768-000-000	12,000.00	0.00	0.00	12,000.00	0.000
01-3401-4769-000-000	12,000.00	0.00	0.00	12,000.00	0.000
01-3501-4704-000-000	65,000.00	4,467.84	96,805.50	-31,805.50	148.932
01-3502-4702-000-000	-10,000.00	0.00	-2,261.12	-7,738.88	22.611
01-3502-4703-000-000	361,000.00	0.00	115,287.89	245,712.11	31.936
01-3503-4373-000-000	3,000.00	400.00	600.00	2,400.00	20.000
01-3508-4556-000-000	0.00	0.00	3,671.37	-3,671.37	0.000
01-3508-4557-000-000	0.00	0.00	5,000.00	-5,000.00	0.000
01-3508-4558-000-000	0.00	536.20	536.20	-536.20	0.000
01-3508-4559-000-000	1,000.00	0.00	0.00	1,000.00	0.000
01-3914-4996-000-000	55,000.00	0.00	0.00	55,000.00	0.000
01-3915-4922-000-000	123,063.00	0.00	0.00	123,063.00	0.000
01-3916-4925-000-000	0.00	0.00	0.00	0.00	0.000
01-3939-4999-000-000	600,000.00	0.00	0.00	600,000.00	0.000

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: October 2019, GL Year 2020

Account Number	Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Totals	27,467,263.00	1,101,017.17	3,487,953.33	23,979,309.67	12.699
General Fund					

Revenue Report
Month End Revenue
Town of Hudson, NH

As Of: October 2019, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Sewer Fund						
02-3190-4180-000-000	Interest on Sewer Utility	20,000.00	713.05	12,129.16	7,870.84	60.646
02-3190-4181-000-000	Sewer Betterment Interest	800.00	0.18	0.18	799.82	0.023
02-3190-4182-000-000	Sewer Capital Assessment Int	0.00	0.00	0.00	0.00	0.000
02-3354-4612-000-000	Water Pollution Grant	0.00	0.00	0.00	0.00	0.000
02-3401-4716-000-000	Cash Over/Short	0.00	0.23	0.23	-0.23	0.000
02-3403-4780-000-000	Sewer Base Charges	550,000.00	139,443.82	278,865.57	271,134.43	50.703
02-3403-4781-000-000	Sewer Consumption Charges	519,993.00	175,171.49	303,261.27	216,731.73	58.320
02-3409-4783-000-000	Sewer Capital Assessment Other Chg	500.00	0.00	0.00	500.00	0.000
02-3409-4787-000-000	Sewer - Other Charges	0.00	0.00	0.00	0.00	0.000
02-3500-4750-000-000	Belknap Betterment Assessment	0.00	0.00	0.00	0.00	0.000
02-3500-4754-000-000	Glen Drive Betterment Assessment	0.00	0.00	0.00	0.00	0.000
02-3500-4773-000-000	Otanic Pond Betterment Assessment	24,911.00	0.00	0.00	24,911.00	0.000
02-3500-4782-000-000	Sewer Capital Assessment	50,000.00	0.00	10,470.00	39,530.00	20.940
02-3502-4702-000-000	Bank Charges	-3,000.00	0.00	-897.20	-2,102.80	29.907
02-3509-4786-000-000	Sewer - Other Income	0.00	0.00	-43.64	43.64	0.000
02-3915-4922-000-000	From Capital Reserve Fund	530,000.00	0.00	0.00	530,000.00	0.000
02-3939-4999-000-000	Use of Fund Balance	76,000.00	0.00	0.00	76,000.00	0.000
02-4915-4915-000-000	To Capital Reserve Fund - Sewer	15,000.00	0.00	0.00	15,000.00	0.000
Totals	Sewer Fund	1,784,204.00	315,328.77	603,785.57	1,180,418.43	33.841

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: October 2019, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Water Fund						
03-3190-4794-000-000	Interest on Delinquent Accounts	8,000.00	0.00	1,880.59	6,119.41	23.507
03-3290-4394-000-000	Backflow Testing Fees	33,000.00	0.00	4,038.00	28,962.00	12.236
03-3290-4395-000-000	Water Hookup Fee	30,000.00	1,350.00	3,700.00	26,300.00	12.333
03-3290-4396-000-000	Water Service Fees	12,000.00	184.00	7,978.11	4,021.89	66.484
03-3290-4397-000-000	Shutoff/Reconnect Fee	8,000.00	1,125.00	3,375.00	4,625.00	42.188
03-3401-4716-000-000	Cash Over/Short	0.00	28.95	28.95	-28.95	0.000
03-3402-4390-000-000	Rental Fee - Private Hydrant	60,000.00	5,356.47	21,425.88	38,574.12	35.710
03-3402-4391-000-000	Rental Fee - Public Hydrant	78,000.00	6,496.20	25,984.80	52,015.20	33.314
03-3402-4392-000-000	Public Fire Protection	224,000.00	18,679.88	74,397.02	149,602.98	33.213
03-3402-4790-000-000	Water Base Charges	940,000.00	80,313.05	321,145.16	618,854.84	34.164
03-3402-4791-000-000	Water Usage Charges	1,971,823.00	200,234.10	752,019.61	1,219,803.39	38.138
03-3402-4792-000-000	Fire Access Charges	199,000.00	16,584.67	65,910.14	133,089.86	33.121
03-3402-4799-000-000	Water Sales to Pennichuck	320,000.00	0.00	0.00	320,000.00	0.000
03-3502-4702-000-000	Bank Charges	-5,000.00	0.00	-117.52	-4,882.48	2.350
03-3509-4793-000-000	Other Income - Water	2,000.00	325.00	825.00	1,175.00	41.250
03-3915-4922-000-000	From Capital Reserve Fund	0.00	0.00	0.00	0.00	0.000
03-3939-4999-000-000	Use of Fund Balance	0.00	0.00	0.00	0.00	0.000
Totals	Water Fund	3,880,823.00	330,677.32	1,282,590.74	2,598,232.26	33.049

Revenue Report
Month End Revenue

Town of Hudson, NH
As Of: October 2019, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Sr Activities Revolving Fund						
35-3401-4716-000-000	Cash Over/Short	0.00	0.00	0.00	0.00	0.000
35-3401-4735-000-000	Misc Rev - Senior Activities	0.00	4,957.00	29,551.68	-29,551.68	0.000
35-3401-4736-000-000	Membership Fees	0.00	362.00	4,860.00	-4,860.00	0.000
35-3508-4535-000-000	Donations - Senior Activities	0.00	0.00	0.00	0.00	0.000
Totals	Sr Activities Revolving Fund	0.00	5,319.00	34,411.68	-34,411.68	0.000

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Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: October 2019, GL Year 2020

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Report Sorted Revenue
All

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
	Community TV Revolving Fund					
45-3401-4745-000-000	Cable Franchise Fees	0.00	0.00	79,492.89	-79,492.89	0.000
Totals	Community TV Revolving Fund	0.00	0.00	79,492.89	-79,492.89	0.000

**TOWN OF HUDSON
AUTOMOBILE REGISTRATION BY MONTH
FISCAL YEARS 2015, 2016, 2017, 2018, 2019, 2020**

	1st half												2nd half		Actual Fiscal Year Total	Budget Fiscal Year Total
	July	August	September	October	November	December	Fiscal Year	January	February	March	April	May	June	Fiscal Year		
FY2015	\$322,029	\$367,748	\$337,695	\$363,640	\$322,115	\$361,393	\$2,074,620	\$392,340	\$350,311	\$456,552	\$397,465	\$377,970	\$475,774	\$2,450,411	\$4,525,023	\$4,000,000
vs. Budget	8.1%	17.2%	25.7%	34.8%	42.8%	51.9%	51.9%	61.7%	70.4%	81.8%	91.8%	101.2%	113.1%	61.3%	vs. Budget	113.1%
FY2016	\$355,622	\$375,666	\$396,497	\$432,624	\$383,736	\$331,951	\$2,276,095	\$464,698	\$434,255	\$466,096	\$378,514	\$463,070	\$492,415	\$2,699,048	\$4,975,135	\$4,200,000
vs. Budget	8.5%	17.4%	26.9%	37.2%	46.3%	54.2%	54.2%	65.3%	75.6%	86.7%	95.7%	106.7%	118.5%	64.3%	vs. Budget	118.5%
FY2017	\$327,635	\$400,991	\$435,251	\$400,872	\$390,525	\$422,355	\$2,377,628	\$527,661	\$425,856	\$464,481	\$397,461	\$521,282	\$460,464	\$2,797,204	\$5,174,832	\$4,550,000
vs. Budget	7.2%	16.0%	25.6%	34.4%	43.0%	52.3%	52.3%	63.9%	73.2%	83.4%	92.2%	103.6%	113.7%	61.5%	vs. Budget	113.7%
FY2018	\$345,710	\$427,939	\$416,805	\$443,016	\$371,576	\$453,830	\$2,458,875	\$582,567	\$460,122	\$473,141	\$402,980	\$543,706	\$507,592	\$2,970,108	\$5,428,983	\$4,700,000
vs. Budget	7.4%	16.5%	25.3%	34.8%	42.7%	52.3%	52.3%	64.7%	74.5%	84.6%	93.1%	104.7%	115.5%	63.2%	vs. Budget	115.5%
FY2019	\$429,067	\$457,722	\$389,685	\$464,888	\$471,953	\$454,133	\$2,667,448	\$531,274	\$504,668	\$444,548	\$561,605	\$513,577	\$511,323	\$3,066,993	\$5,734,441	\$5,000,000
vs. Budget	8.6%	17.7%	25.5%	34.8%	44.3%	53.3%	53.3%	64.0%	74.1%	83.0%	94.2%	104.5%	114.7%	61.3%	vs. Budget	114.7%
FY2020	\$437,974	\$485,183	\$410,994	\$530,162			\$1,864,312							\$0	\$1,864,312	\$5,420,000
vs. Budget	8.1%	17.0%	24.6%	34.4%			34.4%							0.0%	vs. Budget	34.4%

**TOWN OF HUDSON
GENERAL FUND INTEREST BY MONTH
FISCAL YEARS 2015, 2016, 2017, 2018, 2019, 2020**

	July	August	September	October	November	December	1st half Fiscal Year	January	February	March	April	May	June	2nd half Fiscal Year	Actual Fiscal Year Total	Budget Fiscal Year Total
FY2015	\$0	\$0	\$3,664	\$1,732	\$1,362	\$1,000	\$7,758	\$0	\$2,526	\$3,773	\$1,660	\$1,342	\$1,052	\$10,353	\$18,111	\$5,000
vs. Budget	0.0%	0.0%	73.3%	107.9%	135.2%	155.2%	155.2%	155.2%	205.7%	281.1%	314.3%	341.2%	362.2%	207.1%	vs. Budget	362.2%
FY2016	\$2,934	\$0	\$2,630	\$417	\$1,262	\$990	\$8,232	\$1,703	\$2,866	\$2,296	\$2,094	\$2,444	\$2,881	\$14,284	\$22,516	\$5,000
vs. Budget	58.7%	58.7%	111.3%	119.6%	144.8%	164.6%	164.6%	198.7%	256.0%	301.9%	343.8%	392.7%	450.3%	285.7%	vs. Budget	450.3%
FY2017	\$6,112	\$0	\$5,786	\$4,242	\$3,440	\$2,256	\$21,836	\$0	\$5,991	\$9,498	\$16,578	\$6,333	\$7,235	\$45,635	\$67,471	\$19,000
vs. Budget	32.2%	32.2%	62.6%	84.9%	103.1%	114.9%	114.9%	114.9%	146.5%	196.4%	283.7%	317.0%	355.1%	240.2%	vs. Budget	355.1%
FY2018	\$14,877	\$14,656	\$7,236	\$4,331	\$9,647	\$6,947	\$57,694	\$16,560	\$18,741	\$14,208	\$15,488	\$19,596	\$16,919	\$101,512	\$159,206	\$25,000
vs. Budget	59.5%	118.1%	147.1%	164.4%	203.0%	230.8%	230.8%	297.0%	372.0%	428.8%	490.8%	569.1%	636.8%	406.0%	vs. Budget	636.8%
FY2019	\$0	\$45,557	\$38,553	\$27,494	\$0	\$46,686	\$158,289	\$45,246	\$52,094	\$42,049	\$0	\$66,149	\$19,534	\$225,072	\$383,361	\$120,000
vs. Budget	0.0%	38.0%	70.1%	93.0%	93.0%	131.9%	131.9%	169.6%	213.0%	248.1%	248.1%	303.2%	319.5%	187.6%	vs. Budget	319.5%
FY2020	\$0	\$42,580	\$39,013	\$33,695			\$115,288							\$0	\$115,288	\$361,000
vs. Budget	0.0%	11.8%	22.6%	31.9%			31.9%							0.0%	vs. Budget	31.9%