

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

December 10, 2019

7:00 p.m.

BOS Meeting Room at Town Hall

Agenda

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ATTENDANCE**
4. **PUBLIC INPUT**
5. **RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS**
 - A.
 - 1) **Conservation Commission** - (3 vacancies - 2 member terms to expire 12/31/19; 1 alternate term to expire 12/31/19)

Ken Dickinson (incumbent member)
Elliott Veloso (incumbent member)
Paula Hubert (incumbent alternate)
 - 2) **Planning Board** - (3 vacancies - 2 member terms to expire 12/31/19; 1 alternate term to expire 12/31/19)

Ed van der Veer (incumbent member)
Jordan Ulery (incumbent member)
 - 3) **Lower Merrimack River Advisory Committee** - (1 vacancy for a three (3) year term)
Nomination of Hudson resident, George Russell
6. **CONSENT ITEMS**

A. Assessing Items

- 1) Veteran Tax Credits - Map 216, Lot 014, Sub 046 - 18 Oblate Drive; Map 247, Lot 135 - 16 Blueberry Lane; Map 118, lot 013, sub 001, 8A Lenny Lane; Map 247, Lot 075, Sub 002 - 9 Lilac Lane; Map 156, Lot 006, Sub 007 - 15 Cricketfield Lane; Map 184, Lot 027, Sub 023 - 16 Cobblestone Drive; Map 184, Lot 027, Sub 001 - 5 Cobblestone Drive; Map 111, Lot 023 - 141 Robinson Road; Map 176, Lot 015 - 13 Burnham Road; Map 203, Lot 027 - 6 Hickory Street
- 2) All Veterans Tax Credits - Map 246 Lot 50 - 5 Birdie Lane; Map 156, Lot 005, Sub 048 - 45 Weymouth Court; Map 248, Lot 015 - 5 Williams Drive; Map 191, Lot 114, Sub 004 - 37 Roosevelt Ave.
- 3) Disabled Veterans Tax Credits- Map 203, Lot 027 - 6 Hickory Street; Map 190, Lot 054 - 12 Porter Ave; Map 143, Lot 005 - 23 Hazelwood Road
- 4) Solar Exemptions - Map 211, Lot 063 - 48 Burns Hill Road
- 5) 2019 Tax Abatement Map - Map 168, Lot 33 - 6 Washington Drive, w/ recommendation to approve
- 6) 2019 Tax Abatement Map - Map 198, Lot 15 - 95 Lowell Road, w/ recommendation to approve
- 7) 2019 Tax Abatement Map - Map 190, Lot 138 - 33 Riverside Drive, w/ recommendation to approve

B. Water/Sewer Items - None

C. Licenses, Permits and Policies

- 1) Hawker/Peddler/Itinerant Vendor's License - B & B Catering
- 2) Recommendation to Readopt IRS Section 125 Flexible Benefits Plan

D. Donations

- 1) \$1,000.00 Walmart Facility #1785 donated to Hudson Police Department

E. Acceptance of Minutes

- 1) Minutes of the November 26, 2019 Meeting

F. Calendar

12/11 7:00 Planning Board - Buxton Meeting Room

12/12 7:00 Zoning Board of Adjustment - Buxton Meeting Room

12/12 7:00 Budget Committee - BOS Meeting Room
12/16 7:00 Citizen's Traffic Advisory Committee - Buxton Meeting Room
12/17 7:00 Budget Committee - BOS Meeting Room
12/17 7:00 Municipal Utility - BOS Meeting Room
12/18 6:00 Library Trustees - Hills Memorial Library
12/19 7:00 Budget Committee - Buxton Meeting Room
12/19 7:00 Benson Park Committee - HCTV
12/23 7:00 Sustainability - CANCELLED
12/25 Christmas -Town Hall Closed

7. **OLD BUSINESS**

A. Votes taken after Nonpublic Session on November 26, 2019

- 1) Motion by Selectman McGrath, seconded by Selectman Martin, to approve the Town Administrator's request to buy back eighty (80) hours of his vacation time, carried 5-0.
- 2) Motion by Selectman Coutu, seconded by Selectman McGrath to approve the Tentative Agreement with the Hudson Police Employees Association for a successor contract, carried 5-0.
- 3) Motion by Selectman Coutu, seconded by Selectman McGrath, to forward Warrant Article U for the Hudson Police Employees Association contract to the FY2021 Warrant, carried 5-0
- 4) Motion by Selectman Roy, seconded by Selectman McGrath, to approve the Tentative Agreement with the Hudson Public Works Union, AFSCME Local 1801 for a successor contract, carried 5-0.
- 5) Motion by Selectman Roy, seconded by Selectman McGrath, to forward Warrant Article V for the Hudson Public Works Union, AFSCME Local 1801 contract to the FY 2021 Warrant, carried 5-0.
- 6) Motion to adjourn at 11:03 p.m. by Selectman Coutu, seconded by Selectman Martin, carried 5-0.

B. **Sewer Items**

- 1) Sewer Abatement - S-UTL-20-06 - 157-05; 15 Falcon Drive, w/recommendation to approve
- 2) Sewer Abatement - S-UTL-20-07 -157-058-000; 26 Robin Drive, w/recommendation to approve
- 3) Sewer Abatement - S-UTL-20-08 -147-001-012; 27 Shoreline Drive, w/recommendation to approve

4) Sewer Abatement - S-UTL-20-09 -140-035-000; 6 Manny Court,
w/recommendation to approve

C. School District Warrant Article 5

8. NEW BUSINESS

- A. Donation Acceptances for Hudson Police Department Comfort Dog, Haven
- B. Upcoming New Hampshire Primary Discussion with Town Moderator
- C. Bid Recommendation - Fire Department Self-Contained Breathing Apparatus
- D. Conservation Commission Warrant Article Petition
- E. Revenues and Expenditures

9. REMARKS BY SCHOOL BOARD

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

11. NONPUBLIC SESSION

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;

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

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

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

12. ADJOURNMENT

Reminder ... Items for the next agenda, with complete backup, must be in the Selectmen's Office no later than 12:00 noon on December 5, 2019.

5.A.1

Agenda 12-10-19

RECEIVED

NOV 22 2019

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

Date: 11/18/19
TOWN OF HUDSON
SELECTMEN'S OFFICE

KEN DICKINSON 12 Saint Anthony Dr.
Name Street Address

(603) 594-0152 (603) 402-0760
Home Phone Number Work Phone Number

(PLA) LANDSCAPE ARCHITECT and ~~LEED AP BD+C~~
Occupation (or former occupation, if retired) SUNY ESF (College of Env. Science + Forestry)
Bachelor of Science in Landscape Architecture
Education/Special Interests

(2) LEED AP BD+C (GBCT)
(1) ASLA (American Society of Landscape Architects)
Professional/Community Activities

Reapplication (Term Expiring), maintain experienced member
Reason(s) for applying

Dave Morin, Elvis Dhinay, Randy Brownrigg, Jim Battis,
Reference(s) Bill Collins

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

Area(s) of Expertise:

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

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

Kenneth Dickinson
Signature of Applicant

kmd12@comcast.net
e-mail address

5.A.1

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DEC 06 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

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

Date: December 6, 2019

Elliott Veloso
Name
25 Bradford Circle, Hudson, NH 03051
Street Address

(603) (978) 973-5367
Home Phone Number
(978) 674-4050
Work Phone Number

Attorney
Occupation (or former occupation, if retired)

Juris Doctorate, UP Law School, B.A., Brandeis University
Education/Special Interests

N/A (See original submission)
Professional/Community Activities

Renewing seats on current boards.
Reason(s) for applying

N/A (See original submission)
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 _____ | Alternate _____ | Reappointment <u>✓</u> |
| <input type="checkbox"/> Benson Park Committee | <input type="checkbox"/> Building Board of Appeals | |
| <input type="checkbox"/> Cable Utility Committee | <input checked="" type="checkbox"/> Conservation Commission | |
| <input type="checkbox"/> Municipal Utility Committee | <input type="checkbox"/> Nashua Regional Planning Commission | |
| <input checked="" type="checkbox"/> Planning Board | <input type="checkbox"/> Recreation Committee | |
| <input type="checkbox"/> Sustainability Committee | <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 type="checkbox"/> Finance | <input type="checkbox"/> Other _____ |

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Circle One

Yes No Hudson Resident

Elliott Veloso
Signature of Applicant

elliottveloso@gmail.com
e-mail address

5.A.1

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NOV 26 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

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

Date: Dec 2019

Paula Hubert
Name

9 Karas Crossing Drive
Street Address

(603) 809-4701
Home Phone Number

Work Phone Number

Admin Asst and Marketing Communications, Advertising
Occupation (or former occupation, if retired)

Assoc Degree - Rollerblading, hiking, out door sports
Education/Special Interests

Benson Park Committee / Conservation Commission
Professional/Community Activities

reapply
Reason(s) for applying

Roger Hubert - April Paule (Manchester) Sher. Mills (Hudson)
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

Alternate

Reappointment

- Benson Park Committee
- Cable Utility Committee
- Municipal Utility Committee
- Planning Board
- Sustainability Committee
- Zoning Board of Adjustment

- Building Board of Appeals
- Conservation Commission
- Nashua Regional Planning Commission
- Recreation Committee
- Senior Affairs Committee

Area(s) of Expertise:

- Architecture/Construction
- Information Technology
- Finance

- Environmental Planning
- Communications
- Other _____

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Circle One

Yes No Hudson Resident

Paula Hubert
Signature of Applicant

phubert9@comcast.net
e-mail address

5.A.2

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DEC 02 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

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

Date: 11/29/2019

Name: Ed van der Veen Street Address: 9 Newton Street

Home Phone Number: (603) 247-3181 Work Phone Number: 603-247-9243

Occupation (or former occupation, if retired): Commodity Buyer

Education/Special Interests: Masters Economics

Professional/Community Activities: Planning Board, ISM

Reason(s) for applying: Would like to continue on the Planning Board to guide the development of Hudson

Reference(s): Tim Malley, Brian Groth

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 checked="" type="checkbox"/> |
| <input type="checkbox"/> Benson Park Committee | <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Cable Utility Committee | <input type="checkbox"/> Nashua Regional Planning Commission | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Municipal Utility Committee | <input type="checkbox"/> Senior Affairs Committee | |
| <input checked="" type="checkbox"/> Planning Board | | |
| <input type="checkbox"/> Sustainability 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 type="checkbox"/> Finance | <input checked="" type="checkbox"/> Other <u>Supply Chain Management</u> |

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Circle One

Yes No Hudson Resident

[Signature]
Signature of Applicant

esvanclerveen@comcast.net
e-mail address

5-A-2

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TOWN OF HUDSON
SELECTMEN'S OFFICE

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

Date: 11/18/19

JORDAN ULERY 36 BAKER ST. POB 15
Name Street Address

(603) 882-8979 603-231-7867
Home Phone Number Work Phone Number

PI
Occupation (or former occupation, if retired)

BA - Political Science
Education/Special Interests

PLANNING BOARD
Professional/Community Activities

RENEWAL
Reason(s) for applying

TIM MALEY
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 checked="" type="checkbox"/> |
| <input type="checkbox"/> Benson Park Committee | <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Conservation Commission |
| <input type="checkbox"/> Cable Utility Committee | <input type="checkbox"/> Nashua Regional Planning Commission | <input type="checkbox"/> Recreation Committee |
| <input type="checkbox"/> Municipal Utility Committee | <input type="checkbox"/> Senior Affairs Committee | |
| <input checked="" type="checkbox"/> Planning Board | | |
| <input type="checkbox"/> Sustainability 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 type="checkbox"/> Finance | <input checked="" type="checkbox"/> Other <u>ST. LAW</u> |

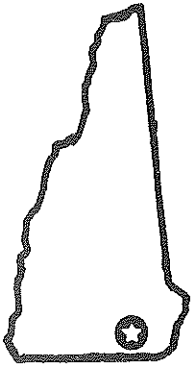
Information contained on this form is available to the public and will be given to the press. The Town of Hudson exercises affirmative action in its employment/appointment practices. Applicants must be Hudson, NH residents. For additional information, call 886-6024. Appointees are required to complete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

Circle One

Yes No Hudson Resident

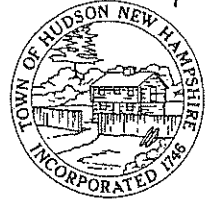
Jordan Uler
Signature of Applicant

JORDANULERY@COMCAST.NET
e-mail address



5-A-3

TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051



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: December 5, 2019

Re: Lower Merrimack River Advisory Committee Nominee Form

Attached please find a Lower Merrimack River Advisory Committee Nominee Form from George Russell, a Town resident, who wants to serve on this committee. By statute, the NH Rivers Management Advisory Committee appoints the committee members for each designated river from nominees submitted by the local governing body. I verified with Jay Minkarah, Executive Director of NRPC, whose office facilitates the committee meetings, that there is a vacant three (3) year term on this committee. Should the Board of Selectmen vote to nominate Mr. Russell to serve on this committee, the following motion is appropriate;

Motion: To nominate Hudson resident George Russell to serve on the Lower Merrimack River Advisory Committee.

Should you have any questions or need additional information, please feel free to contact me.



LOCAL RIVER MANAGEMENT ADVISORY COMMITTEE NOMINEE FORM



New Hampshire Rivers Management and Protection Program

RSA 483:8-a

Please complete both sides of this form and email to riversprogram@des.nh.gov. Please type "NOMINEE FORM" and nominee's name in the subject line. Forms can also be sent by mail to: Rivers Coordinator, NHDES, 29 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095. For questions please contact the Rivers Coordinator at 271-2959.

Nominee Information

Nominee Name: <u>George Russell</u>		Date: <u>11-22-19</u>
Street Address: <u>14 GROSS PAIN ROAD</u>		
Town: <u>HUDSON NH</u>		Zip Code: <u>03051</u>
Phone (home): <u>N/A</u>	Phone (cell): <u>603 809-6429</u>	Phone (work): <u>N/A</u>
Email: <u>George@WSMN1590.com</u>		

Nomination Information

Type of Appointment -	<input checked="" type="checkbox"/> New Appointment	<input type="checkbox"/> Reappointment
River Name:	<u>Merrimack</u>	
Type of Representation -	<input checked="" type="checkbox"/> Municipality: <u>Hudson</u>	<input checked="" type="checkbox"/> Other: _____
Please state your interest(s) in serving on the Local River Management Advisory Committee:		
<input type="checkbox"/> Local Government	<input checked="" type="checkbox"/> Conservation	<input type="checkbox"/> Agriculture
<input type="checkbox"/> Business	<input checked="" type="checkbox"/> Recreation	<input type="checkbox"/> Riparian Landowners
<input type="checkbox"/> Other, please specify: _____		

Board of Selectmen or Authorized Signature(s) – REQUIRED (e-signature acceptable)

Name:	Title:
Name:	Title:
Name:	Title:
<p><i>Note: By statute, the New Hampshire Rivers Management Advisory Committee appoints the Local River Management Advisory Committee (LAC) members for each Designated River from nominees submitted by the local governing bodies through which the Designated River flows (RSA 483:8-a).</i></p>	

(603) 271-2959 riversprogram@des.nh.gov
 PO Box 95, Concord, NH 03302-0095
www.des.nh.gov

Additional Information

Please include a short description of your relevant background knowledge of local river-related issues or general river management and protection:

Most Local Advisory Committees engage in a variety of activities. Reviewing those activities listed below, please check those that are of most interest to you:

- Grant Writing
 Public Education
 Committee Administration
 Event Organization
 Public Relations
 Management Plan Preparation/Implementation
 Other, please specify: _____

Most Local Advisory Committees meet monthly. In some cases, they may meet more frequently to complete specific tasks, while in other cases your attendance may not be required at all meetings. Please check one of the boxes below to indicate your availability to attend regularly scheduled meetings:

- I can attend monthly meetings on most weeknights.
 I can attend monthly meetings only if scheduled on a specific weeknight.
 I can only attend a limited number of monthly meetings.
 I cannot attend monthly meetings, but am willing to complete tasks on behalf of the Committee.

For NHDES Office Use Only

LAC Member List and Contacts Database updated (date):

LAC Chair and Nominee have been contacted regarding nomination on (date):

RMPP Staff recommends appointment to the Rivers Management Advisory Committee -

Approve RMPP staff: _____ Date: _____

Appointment confirmation sent to municipality and LAC Chair on (date):

Appointment letter and information packet sent on (date):

(603) 271-2959 riversprogram@des.nh.gov
 PO Box 95, Concord, NH 03302-0095
www.des.nh.gov



6-A-1
12-10-19

TOWN OF HUDSON

Office of the Assessor



Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov

www.hudsonnh.gov

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: December 10, 2019

FROM: Jim Michaud, Chief Assessor

RE: Veteran Tax Credits:

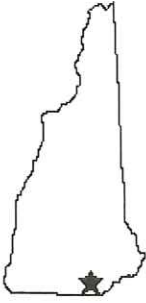
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TOWN OF HUDSON
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- 18 Oblate Dr. – map 216/ lot 014/ sub 046
- 16 Blueberry Ln. – map 247/ lot 135
- 8A Lenny Ln. – map 118/ lot 013/ sub 001
- 9 Lilac St. – map 247/ lot 075/ sub 002
- 15 Cricketfield Ln. – map 156/ lot 006/ sub 007
- 16 Cobblestone Dr. – map 184/ lot 027/ sub 023
- 5 Cobblestone Dr. – map 184/ lot 027/ sub 001
- 141 Robinson Rd. – map 111/ lot 023
- 13 Burnham Rd. – map 176/ lot 015
- 6 Hickory St. – map 203/ lot 027

I recommend the Board of Selectmen sign the PA-29 forms granting Veteran Tax Credits to the property owners listed below. These residents have provided a copy of their DD-214 verifying that they are qualified for the credit.

- Bernard Heath - 18 Oblate Dr. – map 216/ lot 014/ sub 046
- James Meaney - 16 Blueberry Ln. – map 247/ lot 135
- Joel Miller - 8A Lenny Ln. – map 118/ lot 013/ sub 001
- Raymond Barry - 9 Lilac St. – map 247/ lot 075/ sub 002
- Theodore McMichael - 15 Cricketfield Ln. – map 156/ lot 006/ sub 007
- Stephen Conopka - 16 Cobblestone Dr. – map 184/ lot 027/ sub 023
- John Devito - 5 Cobblestone Dr. – map 184/ lot 027/ sub 001
- Connor Bryson - 141 Robinson Rd. – map 111/ lot 023
- Maurice Charron - 13 Burnham Rd. – map 176/ lot 015
- Brian Blocker - 6 Hickory St. – map 203/ lot 027

MOTION: Motion to grant Veteran Tax Credits to the property owners referenced in the above request.



TOWN OF HUDSON

Office of the Assessor

Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov

www.hudsonnh.gov




6.A.2

Agenda
12-10-19

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: December 10, 2019

FROM: Jim Michaud, Chief Assessor 

RE: All Veterans Tax Credits:

- 5 Birdie Ln. – map 246/ lot 050
- 45 Weymouth Ct. - map 156/ lot 005/ sub 048
- 5 Williams Dr. – map 248/ lot 015
- 37 Roosevelt Ave. – map 191/ lot 114/ sub 004

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SELECTMEN'S OFFICE

I recommend the Board of Selectmen sign the PA-29 forms granting All Veterans Tax Credits to the property owners listed below. The residents have provided a copy of their DD-214 verifying that they qualify for the credit.

- Merrill Harriman - 5 Birdie Ln. – map 246/ lot 050
- Lawrence Glynn - 45 Weymouth Ct. - map 156/ lot 005/ sub 048
- Ricky Shoop - 5 Williams Dr. – map 248/ lot 015
- Brian Aguiar - 37 Roosevelt Ave. – map 191/ lot 114/ sub 004

MOTION: Motion to grant All Veterans Tax Credits to the property owners referenced in the above request.



6-A-3

Agenda
12-10-19

TOWN OF HUDSON

Office of the Assessor




Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov

www.hudsonnh.gov

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: December 10, 2019

FROM: Jim Michaud, Chief Assessor 

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TOWN OF HUDSON
SELECTMEN'S OFFICE

RE: Disabled Veteran Tax Credits:

6 Hickory St. – map 203/ lot 027
12 Porter Ave. – map 190/ lot 054
23 Hazelwood Rd. – map 143/ lot 005

I recommend the Board of Selectmen sign the PA-29 forms granting Disabled Veteran Tax Credits to the property owners listed below. The residents have provided documentation verifying that they do qualify for this credit.

Brian Blocker - 6 Hickory St. – map 203/ lot 027
Graham Davidson - 12 Porter Ave. – map 190/ lot 054
Gary Barriault - 23 Hazelwood Rd. – map 143/ lot 005

MOTION: Motion to grant Disabled Veteran Tax Credits to the property owners referenced in the above request.



6.A.4

Agenda 12-10-19

TOWN OF HUDSON

Office of the Assessor




Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov

www.hudsonnh.gov

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: December 10, 2019

FROM: Jim Michaud, Chief Assessor 

RE: Solar Exemption:

48 Burns Hill Rd. – map 211/ lot 063

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TOWN OF HUDSON
SELECTMEN'S OFFICE

I recommend the Board of Selectmen sign the PA-29 form granting a Solar Exemption to the property owner listed below. The Assessing Department has verified that the property owner has installed solar panels.

Robinson Smith - 48 Burns Hill Rd. – map 211/ lot 063

MOTION: Motion to grant a Solar Exemption to the property owner referenced in the above request.



TOWN OF HUDSON

Office of the Assistant Assessor

Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov
www.hudsonnh.gov




6.A.5 Agenda 12-10-19

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

December 10, 2019

FROM: Jim Michaud, Chief Assessor 

RECEIVED

DEC 05 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

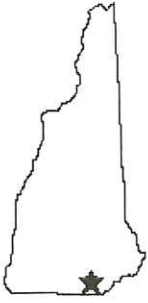
RE: 2019 Abatement Application
Map 168 Lot 33 – 6 Washington Drive

I recommend that the Board of Selectmen approve the abatement on the above referenced property. The property received an elderly exemption, level 3 = \$150,000, after the June 2019 property tax bill issuance. The result of that approval, and the exemption now having been in place for the final 2019 property tax billing, created a credit on the tax collectors screens due to the resultant overpayment of the overall property tax amount from June 2019. This abatement will return that revenue to the taxpayer.

Motion:

Motion to approve Abatement for property taxes for Map 168 Lot 33 as recommended by the Chief Assessor

Cc: File 2019AbateApproval6WashingtonDr



TOWN OF HUDSON

Office of the Assistant Assessor

Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov
www.hudsonnh.gov




G.A.G
Atyach
12-10-19

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

December 10, 2019

FROM: Jim Michaud, Chief Assessor 



RE: 2019 Abatement Application
Map 198 Lot 15 – 95 Lowell Road

I recommend that the Board of Selectmen approve the abatement on the above referenced property. The buildings on the property were demolished prior to April 1 2019 (the statutory annual assessment date), but the department still had the buildings on the assessment record when the June 2019 tax bill went out. The result is that the owner paid more on their June 2019 tax bill than was owed for the entire tax year, created a credit on the tax collectors screens. This abatement will return that revenue to the taxpayer.

Motion:

Motion to approve Abatement for property taxes for Map 198 Lot 15 as recommended by the Chief Assessor

Cc: File 2019AbateApproval95LowellRd



TOWN OF HUDSON
Office of the Assistant Assessor

G.A. 7
Agenda
12-10-19



Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov
www.hudsonnh.gov

12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

TO: Board of Selectmen
Steve Malizia, Town Administrator

December 10, 2019

FROM: Jim Michaud, Chief Assessor

RECEIVED
DEC 05 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

RE: 2019 Abatement Application
Map 190 Lot 138 – 33 Riverside Drive

I recommend that the Board of Selectmen approve the abatement on the above referenced property. The assessed value decreased from \$189,200 to \$177,000 after a cyclical data collection measure/inspect was done on it, after the June 2019 property tax bill was issued. The result of that decreased assessed value created a credit on the tax collectors screens due to the resultant overpayment of the overall property tax amount from June 2019. This abatement will return that revenue to the taxpayer.

Motion:

Motion to approve Abatement for property taxes for Map 190 Lot 138 as recommended by the Chief Assessor

Cc: File 2019AbateApproval33RiversideDr

C-1

Agenda
12-10-19

RECEIVED
NOV 27 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

TOWN OF HUDSON
BOARD OF SELECTMEN
12 School Street
Hudson, New Hampshire 03051
603 · 886-6024

HAWKER/PEDDLER/ITINERANT VENDOR'S LICENSE

_____ Date _____

Name _____

Address _____

Description of Goods _____

Goods sold in the interest of _____

Location of Sales _____

Fee: _____ (Day--\$5.00); _____ (Week--\$25.00); _____ (Year--\$100.00)

Date(s) of Operation _____

_____ Approved _____ Disapproved by the Board of Selectmen on ____ / ____ / ____

Reason for Disapproval _____

PLEASE NOTE: State Hawker/Peddler's license *must be renewed by* _____ and the State Food Service license *must be renewed by* _____. Applicant must bring copies of the renewed licenses to the Selectmen's Office prior to their expiration. Failure to comply will render this license invalid.

Chairman, Hudson Board of Selectmen

Date

(This license must be retained and presented as evidence upon request.)

TOWN OF HUDSON
12 School Street
Hudson, New Hampshire 03051
603-886-6024

RECEIVED
NOV 27 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

APPLICATION FOR HAWKER/PEDDLER/ITINERANT VENDOR'S LICENSE

Hudson Town Code, Chapter 232

Please complete the following information in full and return application to the Zoning Department.

1. Applicant Michael Bevens DOB 10/18/71
2. Applicant's Address _____
Home Phone _____ Business Phone # _____
3. Goods sold in the Name of B & B Catering
Address & Phone # if different from Self _____
4. Type of Vending Operation/Merchandise to be sold Hot & cold food, drinks, snacks
5. Description of Stand or Vehicle (include Make/Model) 2011 GMC Sierra 3500 Blue
License # 10BSM71191 Registration # 3012561
6. Date of Sales Monday - Friday 8AM - 2PM
7. Proposed Location(s) of Sales (be specific) PTP, Chasse, Clays, Clarkes, Sullivan
TNT, PTP, Jokes, One Stop, Bobcat, Reeds Ferry
8. Approximate length of time at each Location 10 minutes

• If proposed site is situated on private property, include a written statement from the owner and possessor of the property proposed to be used. This statement shall indicate consent by BOTH the owner and possessor for the proposed use and the period of time for which consent is given.

• Include copy of valid New Hampshire Hawker/Peddler/Itinerant Vendor's License* obtained through the Secretary of State's Office (271-3242), and in the case of sales relating to foods or beverages, a copy of a valid Food Service License, issued by the State Department of Health & Human Services (271-4589).

• Applications will go before the Board of Selectmen at their next meeting following successful completion of this application, which is forwarded to the Selectmen's Office by the Zoning Administrator. If granted, applicant will be subject to all provisions of Chapter 232 of the Hudson Town Code governing Hawker/Peddler/Itinerant Vendors.

• Fees are \$5 for each day, \$25 for each week, or \$100 for each year. Annual licenses expire 12/31 each year.

*Exception for State License: Any person selling the product of his own labor, or his family, or the product of his own farm or one he tills. (RSA 320:3-II)

I, the undersigned, certify that all information provided in this application is true and complete to the best of my knowledge. I understand that any false statement will be considered sufficient grounds to refuse issuance of a license to operate within the Town of Hudson, New Hampshire.

Name Michael J Bevens Date 11/26/19

E-mail Address _____

OFFICE USE ONLY

ZONING ADMINISTRATOR'S SECTION

Location is consistent w/Zoning regulations

State License (Date of expiration) 10 / 4 / 2020

Health License (Date of expiration) 8 / 28 / 2020

Owner's Permission

Recommended

Not Recommended w/reasons _____

[Signature]

Zoning Administrator

12/4/19

Date

Hillsborough County Registry of Deeds # _____ Date _____

POLICE DEPARTMENT'S SECTION

Recommended

Not Recommended w/reasons _____

William M. Conroy Jr.
Chief of Police

12/4/19

Date



New Hampshire Department of Health and Human Services
FOOD PROTECTION SECTION
29 Hazen Drive
Concord, NH 03301-6503
603-271-4589

Food Service License

This certificate of license has been issued to

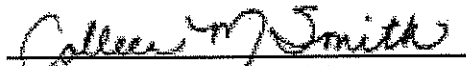
MICHAEL LAWTON BEVENS
known as
B&B CATERING

located at
8A APPLEWOOD RD in PELHAM in the state of NH

Under provisions of Chapter 143-A, New Hampshire revised statutes annotated.

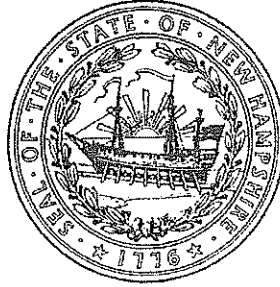
This license will be in force to February 28, 2020

Establishment Type **16D3 Cook Unit**
Seating **0**
Facility ID **FA0002028**


Colleen Smith, Administrator
Food Protection Section
Bureau of Public Health Protection

LICENSE SHALL BE POSTED IN PUBLIC VIEW AT ALL TIMES - THIS LICENSE IS NON-TRANSFERABLE

The State of New Hampshire
Hawker & Peddler State License
Department of State



(not valid unless signed by Applicant)

Date October 14, 2019

This certifies that in accordance with RSA Chapter 320

Michael Bevens of 8A Applewood Road, Pelham, NH 03076
has filed in this office an application in proper form for a Hawker & Peddler's
State License.

A license is hereby granted to the said Michael Bevens to sell, throughout the state, any goods, wares
and merchandise, the sale of which is not prohibited by the laws of this state.

Date of Birth 10/19/1971 Height 5'9" Weight 165

Color of Hair Brown Color of Eyes **Blue**

Distinguishing Characteristics **None**

License Number **2019/454**

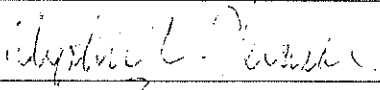
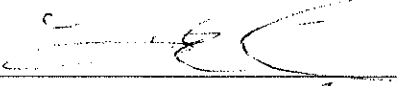
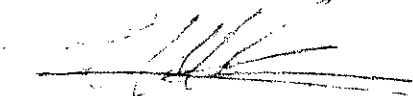
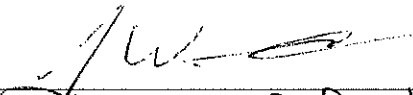
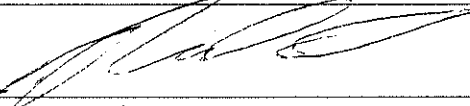
This License Expires October 14, 2020

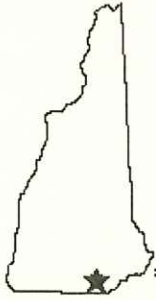


Deputy Secretary of State

This license may be laminated

The following businesses allow Michael Bevens of B & B Catering to sell food and beverages on the premises as noted below daily between the hours 8:00 AM to 2:00 PM in accordance with the Town of Hudson Hawkers and Peddlers licensure requirements Chapter 232.

Business Name	Address	Signature
SL Chasse Steel	8 Christine Drive	
Clayton's Auto Repair	5 Christine Drive	
Clark's Car Care	317 Derry Road	
Key Stone Carvings	One Rebel Road	Vicki Keadeel
Sullivan Tire and Auto Service	134 Lowell Road	
Continental Paving	One Continental Drive	Dena Chamberlee
One Stop Auto Body	150 Lowell Road	
Jok Auto Sales & Services Inc	150 Lowell Road	David Johnson
Bobcat of NH	2 Tracy Lane	Dennis Dool
Reeds Ferry Sheds	3 Tracy Lane	Henry Corbett




TOWN OF HUDSON
Finance Department



C-2
Agenda
12-10-19

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 

Date: December 3, 2019

Subject: **Readopt Benefit Plan**

RECEIVED

DEC 03 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

Please accept this recommendation to be put on the Board of Selectmen's next agenda.

Effective in January 1991 the Town implemented a cafeteria plan pursuant to Section 125 of the IRS code. Our health insurance vendor, HealthTrust, previously created a document to outline this plan. The plan is intended to qualify as a cafeteria plan under Code section 125. The plan shall consist of an Adoption Agreement, the IRS Section 125 Flexible Benefits Plan Document and a Services Agreement. This benefit plan outlines the benefits that we are currently offering and is effective January 1, 2020. This plan document will need to be readopted every year. This benefit plan allows the following tax advantages:

1. To deduct health insurance premiums on a pre-tax basis
2. To allow pre-tax flexible spending account for qualifying medical expenses
3. To allow pre-tax flexible spending account for qualifying dependent care expenses

These documents were previously reviewed by the Town Administrator and the Town's legal counsel. The full document plan is available in the office for your review.

Motion:

To readopt the Benefit Plan and authorize the Town Administrator to sign the Adoption Agreement on behalf of the Board effective January 1, 2020.

TOWN OF HUDSON
SECTION 125 FLEXIBLE BENEFITS PLAN
ADOPTION AGREEMENT

**TOWN OF HUDSON
ADOPTION AGREEMENT
SECTION 125 FLEXIBLE BENEFITS PLAN**

The undersigned adopting Employer hereby adopts this Plan. The Plan is intended to qualify as a cafeteria plan under Code section 125. The Plan shall consist of this Adoption Agreement, the related Section 125 Flexible Benefits Plan Document and any related Appendices and Addendums. Unless otherwise indicated, all Section references are to Sections in the Section 125 Flexible Benefits Plan Document.

EMPLOYER AND PLAN ADMINISTRATOR INFORMATION

1. Name of adopting Employer (Plan Sponsor): Town of Hudson
2. Address: 12 School Street
3. City: Hudson
4. State: NH
5. Zip: 03051
6. Phone number: (603) 595-6518
7. Fax number: (603) 816-1294
8. Plan Sponsor EIN: 02-6000421
9. Entity Type:
 - a. Government Entity or Agency
 - b. Other:
10. Plan Administrator:
 - a. Employer (Plan Sponsor)
 - b. Other: _____
11. Additional Participating Employers: N/A
12. HIPAA Compliance - Person(s) Authorized to Access PHI. In accordance with and subject to HIPAA and Section 18.02, only the following employees, classes (titles) of employees or other persons under the control of the Employer may be given access to Protected Health Information ("PHI") by the Employer internally for purposes of administering this Plan:

Titles of Employees

Human Services Specialist
Town Accountant
Senior Accounting Clerk
Finance Director

NOTE: Notwithstanding the above list of authorized employees, the FSA Administrator will only release PHI to persons otherwise authorized to receive PHI in accordance with the HIPAA Privacy policies of the FSA Administrator.

PLAN INFORMATION

A. GENERAL INFORMATION AND DEFINITIONS

1. Plan Number: N/A
2. Plan Name: Town of Hudson Section 125 Flexible Benefits Plan
3. Effective Dates:
 - a. Original effective date of Plan: 1/1/1991
 - b. Effective Date of Current Plan Document and Adoption Agreement: 1/1/2020 ("Effective Date")
 This is a restatement of a previously-adopted plan document.

4. Plan Year:

- a. Plan Year means each 12-consecutive month period ending on 12/31 (e.g. 6/30 or 12/31).
- b. The Plan has a short Plan Year. The short Plan Year begins N/A and ends on N/A. Any special provisions regarding a short Plan Year shall be placed in the Addendum to the Adoption Agreement.

5. Plan Benefits. The following Benefits are available under the Plan:

- a. Premium Conversion Account
- b. General Purpose Health Flexible Spending Account
- c. Limited Purpose HSA-Compatible Health Flexible Spending Account
- d. Dependent Care Assistance Plan Account
- e. Health Savings Account (HSA) Contributions
- f. Non-Elective Employer Contributions and/or Flex Credits
- g. Cash Opt-out

B. ELIGIBILITY

Eligible Employees

The following eligibility requirements apply in determining Eligible Employees with respect to Benefits selected in A.5 above.

- 1. **Premium Conversion Account and/or Cash Opt-Out Benefit(s) Eligibility** - The eligibility requirements for participating in the medical, dental, or other plan for which Premium Conversion Account and/or a Cash Opt-Out Benefit is available are as detailed in the specific Contract documents applicable to such plan (such as certificate of coverage, enrollment form, personnel policy, etc.).
- 2. **Health FSA Eligibility*** - The following classes of Employees who are eligible for the Employer's group medical plan coverage are also eligible for participation in the General Purpose Health FSA or Limited Purpose Health FSA (if offered by Employer and Employee is enrolled in a High Deductible Health Plan and contributing to an HSA).

All Employees eligible for Employer's medical plan coverage in the following classes:

Employee Class Description and Eligibility Begins

All employees eligible for group medical plan coverage. - First of the month following date of hire.

**Employees who are participating in an HSA-compatible High Deductible Health Plan and contributing to an HSA are not eligible to participate in the General Purpose Health FSA, but may be eligible to participate in the Limited Purpose Health FSA if offered by the Employer.*

- 3. **DCAP Account Eligibility** - The following classes of Employees are eligible for participation in the DCAP Account:

Employee Class Description and Eligibility Begins

All employees eligible for group medical plan coverage. - First of the month following date of hire.

- 4. **HSA Contributions** - Employees participating in an HSA-compatible High Deductible Health Plan who are eligible to make HSA Contributions.
- 5. **Excluded Employees** - Describe any additional exclusions or modifications to the definition of the term "Eligible Employee" for the specified Plan Benefit not already included in B.1-B.4 above: N/A

Leave of Absence under FMLA

- 6. If a Participant takes a **paid** leave of absence under FMLA, the Participant (**select at least one**):
 - a. Shall continue coverage with respect to the health Benefits under the Plan (e.g., Premium Conversion Account, General Purpose Health FSA, and Limited Purpose Health FSA) to the extent eligibility for such Benefit is not otherwise affected (and provided Participants on paid non-FMLA leave are required to continue such coverage). The Participant's contributions shall be made by the method normally used by the Employer during any paid leave (e.g. on a pre-tax basis by salary reduction as if the leave was not taken).
 - b. May elect to revoke coverage with respect to the health Benefits under the Plan (i.e., Premium Conversion Account, General Purpose Health FSA, and Limited Purpose Health FSA), which will be reinstated under the same terms upon the Participant's return from the FMLA leave of absence.
- 7. If a Participant takes an **unpaid** leave of absence under FMLA, the Participant shall have the right to continue health Benefits (e.g., Premium Conversion Account, General Purpose Health FSA, and Limited Purpose Health FSA) under the Plan and make Participant contributions in accordance with B.8 below. Alternatively, the Participant may elect the following with respect to the health Benefits under the Plan (**select at least one**):

- a. Revoke coverage, which will be reinstated under the same terms upon the Participant's return from the FMLA leave of absence.
 - b. Continue coverage but discontinue payment of his or her contribution for the period of the FMLA leave of absence. If a Participant discontinues payment, the Employer may recover the Participant's suspended contributions when the Participant returns to work from the FMLA leave of absence in accordance with B.8c below.
8. A Participant who continues coverage for Benefits while on **unpaid** FMLA leave of absence may make contributions for such Benefits by one of the following methods (or a combination of the following methods as agreed upon with the Employer) (**select at least one**):
- a. **Pre-pay.** Pre-pay on a pre-tax (to the extent permissible under Code section 125) or after-tax basis, prior to commencement of the FMLA leave of absence period, the contributions due for the FMLA leave of absence period.
 - b. **Pay-as-you-go.** Pay on an after-tax basis the same schedule as payments would have been made if the Participant were not on a leave of absence or if contributions were being made under COBRA.
 - c. **Catch-up.** To the extent agreed in advance, the Participant will repay amounts advanced by the Employer to the Plan on behalf of the Participant upon the Participant's return from the FMLA leave of absence.

NOTE: B.8a may only be elected together with B.8b or B.8c.

NOTE: B.8b must be elected if available for non-FMLA leaves of absence.

NOTE: B.8c may only be elected together with B.8a and/or B.8b unless it is the only option available to Participants on a non-FMLA leave of absence.

9. In addition to the rights of a Participant to continue health Benefits under the Plan while on FMLA leave, a Participant:
- a. May continue coverage for **non-health Benefits** (e.g. DCAP Account) under the Plan, in accordance with the Employer's established policy for providing such Benefits when a Participant is on non-FMLA leave (paid or unpaid).
 - b. May not continue coverage for **non-health Benefits** under the Plan, in accordance with the Employer's established policy regarding eligibility for Benefits when a Participant is on non-FMLA leave (paid or unpaid).

Non-FMLA Leave of Absence

10. If a Participant takes a non-FMLA leave of absence (whether paid or unpaid), the Participant shall continue Benefits under the Plan unless they otherwise qualify to make a change in election in accordance with Article 4 (e.g. due to loss of eligibility or other change in status). In the case of paid leave, the Participant's contributions for such Benefits shall be made by the method normally used by the Employer during any paid leave (e.g. on a pre-tax basis by salary reduction as if the leave was not taken). In the case of unpaid leave, the Participant's contributions shall be made in the same manner as set forth in B.8 for unpaid FMLA leave of absence.

Termination of Participation

11. If a Participant remains an Employee but is no longer an Eligible Employee, his or her participation in the Plan shall terminate: In accordance with the relevant Plan provisions for the applicable Benefit.

Reemployment

12. If an Eligible Employee has a Termination of Employment and is subsequently reemployed by the Employer as an Eligible Employee within 30 days after Termination:
- a. the Plan Administrator shall automatically reinstate the Benefit elections in effect at the time of Termination
 - b. the Eligible Employee shall not resume or become a Participant until the first day of the subsequent Plan Year
13. If an Eligible Employee has a Termination of Employment and is subsequently reemployed by the Employer as an Eligible Employee more than 30 days after Termination:
- a. the Plan Administrator shall automatically reinstate the Benefit elections in effect at the time of Termination
 - b. the Eligible Employee shall not resume or become a Participant until the first day of the subsequent Plan Year
 - c. the Eligible Employee may elect to reinstate the Benefit election in effect at the time of Termination or make a new election under the Plan

C. PARTICIPATION ELECTIONS

Rules regarding Participant elections including the effect of any failure to elect or change in status events are as set forth in the relevant Sections of the Plan Document.

D. PREMIUM CONVERSION ACCOUNT

NOTE: If Premium Conversion Account is not a selected Benefit under A.5a, this Section D is disregarded.

- 1. If Premium Conversion Accounts are allowed under the Plan, select the types of Contracts with respect to which a Participant may contribute under Section 5.04:
 - a. Employer Medical Plan
 - b. Employer Dental Plan
 - c. Employer Short-Term Disability Plan
 - d. Employer Long-Term Disability Plan
 - e. Employer Group Term Life Plan (up to \$50,000)
 - f. Individually-Owned Dental
 - g. Individually-Owned Vision
 - h. Individually-Owned Disability
 - i. Other:

NOTE: "Nonqualified benefits" as defined in IRC Section 125(f) and/or IRS Proposed Regulation Section 1.125-1(q) are not permitted in an IRC Section 125 cafeteria plan and are not offered through this Plan. Such nonqualified benefits include, but are not limited to, elective deferrals to a Section 403(b) plan and group term life insurance for an individual other than the employee.

Contributions

- 2. **Participant elections** will be automatically adjusted for changes in the cost of Employer-sponsored Contracts pursuant to the terms of Treas. Reg. 1.125-4(f)(2)(i).

Non-Tax Dependent Coverage as Taxable Benefit

- 3. Participants may elect to make Premium Conversion Account salary reduction contributions for Non-Tax Dependent Coverage for the following group health plan(s) in accordance with Section 5.06 of the Plan:
 - a. Medical Plan
 - b. Dental Plan

NOTE: The Employer may only make this election to apply Section 5.06 of the Plan if the Employer allows an Eligible Employee to enroll Non-Tax Dependents (e.g. domestic partners) in the Employer's group medical and/or dental plan and the Employer is treating the full fair market value of Non-Tax Dependent Coverage as taxable to the Employee.

E. HEALTH FSA AND DCAP ACCOUNT BENEFITS

NOTE: If Health FSA and DCAP Accounts are not selected Benefits under A.5, this Section E is disregarded.

Employer Contributions

- 1. **Employer Contributions.** Indicate the maximum Employer contributions to the applicable Benefit Accounts in any Plan Year:

a. Non-Elective Employer Contributions

General Purpose Health Flexible Spending Account:	Amount:	<u>N/A</u>
Limited Purpose Health Flexible Spending Account:	Amount:	<u>N/A</u>
Dependent Care Assistance Plan Account:	Amount:	<u>N/A</u>

b. Matching Contributions

General Purpose Health Flexible Spending Account:	Amount:	<u>N/A</u>
Limited Purpose Health Flexible Spending Account:	Amount:	<u>N/A</u>
Dependent Care Assistance Plan Account:	Amount:	<u>N/A</u>

NOTE: If there are no Employer contributions, E.1 is disregarded.

NOTE: Non-elective Employer Contributions include Employer Flex Credits to a Health FSA that may not be taken as cash.

NOTE: Employer matching and non-elective contributions shall not exceed the limits set forth in the Plan Document.

NOTE: Maximum amount of Employer Health FSA contributions may not exceed \$500 (unless the Employer matches salary reduction contributions, in which case the maximum amount may not exceed \$500 plus the amount of the Employee's Health FSA salary reduction contribution) per 45 CFR 146.145(c)(3)(v).

NOTE: If applicable, the classes of Employees eligible for non-elective Employer contributions and/or Flex Credits and other details are set forth in Section G of this Adoption Agreement.

Participant Contributions

2. **Participant Salary Reduction Contribution Limits.** Indicate the minimum and maximum allowable Participant salary reduction contribution to the applicable Benefit Accounts in any Plan Year:

General Purpose Health Flexible Spending Account:	Minimum: <u>\$520</u>	Maximum: <u>\$2,750</u>
Limited Purpose Health Flexible Spending Account:	Minimum: <u>N/A</u>	Maximum: <u>N/A</u>
Dependent Care Assistance Plan Account:	Minimum: <u>\$520</u>	Maximum: <u>\$5,000</u>

NOTE: Maximum amounts for General Purpose Health Flexible Spending Account and Limited Purpose Health Flexible Spending Account cannot exceed the Code section 125(i) maximum. For this purpose, any Flex Credit amount that a Participant may elect to receive as cash but elects to apply to a Health FSA will be treated as a salary reduction contribution.

NOTE: Maximum amounts for Dependent Care Assistance Plan Account cannot exceed Code 129(a)(2) maximum amounts.

Eligible Expenses

3. **Individual Expenses Eligible for Reimbursement.** Participant may only be reimbursed from the applicable Benefit Account for expenses that are incurred by the Participant, Spouse and Dependents as defined in the Plan Document for the applicable Benefit.

Reimbursement

4. **DCAP Account Spend Down (Section 8.06).** An individual who ceases to be a Participant in the Plan (due to Termination or any other reason) may be reimbursed for unused benefits through the end of the Plan Year in which the Termination of Participation occurs (or end of the Grace Period if applicable) to the extent the claims do not exceed the balance of the DCAP Account.

Grace Period

5. The Plan will reimburse claims incurred during a Grace Period immediately following the end of the Plan Year for the following Benefits:
- a. General Purpose Health Flexible Spending Account
 - b. Limited Purpose Health Flexible Spending Account (HSA-Compatible FSA)
 - c. Dependent Care Assistance Plan Account

NOTE: The Plan cannot reimburse claims incurred during a Grace Period if carryovers are permitted in Part E.9.

6. **Last day of Grace Period:** Fifteenth day of the 3rd month following end of the Plan Year.

Run-Out Period

7. If no **Grace Period** applies for the Plan Year, an active Participant must submit claims for the Plan Year for reimbursement from the applicable FSA no later than: 90 days after the end of the Plan Year.
8. If a **Grace Period** applies for the Plan Year, an active Participant must submit claims for the Plan Year for reimbursement from the applicable FSA no later than: 90 days after the end of the Grace Period.

Carryover

9. The Plan will carry over unused Health FSA balances at the end of the Plan Year for the following Benefits:
- a. General Purpose Health Flexible Spending Account: \$500 (may not exceed \$500).
 - b. Limited Purpose Health Flexible Spending Account (HSA-Compatible FSA): \$500 (may not exceed \$500)

NOTE: If carryover is selected (E.9a or E.9b is selected for the applicable FSA), the Plan may not provide for a Grace Period for the applicable FSA and the Plan may not provide for a Grace Period for the applicable FSA in the Plan Year to which the carryover amount is applied.

Termination of Employment

- 10. In the event of a Termination of Employment, a Participant may submit claims for reimbursement from the applicable FSA no later than: 90 days after a Termination of Employment.

Qualified Reservist Distributions

- 11. **Qualified Reservist Distributions are available for:** The amount contributed to the applicable Health FSA as of the date of the Qualified Reservist Distribution request minus applicable FSA reimbursements received as of the date of the Qualified Reservist Distribution request.

F. HEALTH SAVINGS ACCOUNT (HSA) CONTRIBUTIONS (Article 9)

NOTE: If HSA Contributions are not a selected Benefit under A.5, this Section F is disregarded.

- 1. **Non-Elective Employer HSA Contributions** are available under the Plan.

NOTE: If there are no Employer contributions, F.1 is disregarded.

NOTE: The amount(s) of any available Employer contributions shall be established by the Employer and shall be set forth on the Enrollment Form or in other plan materials provided by the Employer to Eligible Employees.

NOTE: Non-elective Employer contributions include Employer Flex Credits to an HSA that may not be taken as cash.

NOTE: Maximum amount of Employer contributions cannot exceed the Code section 223(b), when combined with any Participant contributions.

NOTE: If applicable, the classes of Employees eligible for non-elective Employer contributions and/or Flex Credits and other details are set forth in Section G of this Adoption Agreement.

- 2. **Participant Salary Reduction Contribution Limits.** Indicate the minimum and maximum allowable Participant salary reduction contribution to the HSA in any Plan Year:

Health Savings Account: Minimum: N/A Maximum: IRS Annual Maximum

NOTE: Maximum amounts cannot exceed the Code section 223(b), when combined with any Employer Contributions.

G. NON-ELECTIVE EMPLOYER CONTRIBUTIONS AND FLEX CREDITS (Section 11.01 and Section 11.03)

NOTE: If Non-Elective Employer Contributions and Flex Credits are not selected Benefits under A.5, this Section G is disregarded.

NOTE: The amount of any Non-Elective Employer Contributions and/or Flex Credits provided by the Employer in accordance with Section 11.01 of the Plan are subject to the maximum amounts set forth in Sections E.1, E.2, F.1 and F.2 of this Adoption Agreement.

The specific terms of such Non-Elective Employer Contributions and/or Flex Credits (including classes of Eligible Employees, amounts and Benefits to which they may be allocated, availability of cash outs of Flex Credits, etc.) are as follows: The employer will make a contribution to the Health Savings Account (HSA) for each employee enrolled in the Lumenos plan. The amount of the non-elective employer contribution is \$2,000 for a single plan, \$4,000 for a two-person plan, and \$5,000 for a family plan.

H. CASH OPT-OUT BENEFIT (Section 11.02)

NOTE: If the Cash Opt-out Benefit is not a selected Benefit under A.5, this Section H is disregarded.

- 1. If the Cash Opt-out Benefit is allowed under the Plan, an Eligible Employee may elect, for any Plan Year, to receive a cash payment in lieu of receiving coverage under the following Contract(s):
 - a. Employer Group Medical Plan
 - b. Employer Group Dental Plan
 - c. Other:

NOTE: The amount(s) of any available Cash Opt-Out Benefit shall be established by the Employer prior to each Plan Year and shall be set forth on the Enrollment Form or in other plan materials provided by the Employer to Eligible Employees for the relevant Plan Year.

I. EXECUTION

Failure to properly fill out the Adoption Agreement may result in the failure of the Plan to achieve its intended tax consequences.

The Plan shall consist of this Adoption Agreement, the related Section 125 Flexible Benefits Plan Document and any related Appendices and Addendums.

The undersigned agrees to be bound by the terms of this Adoption Agreement and the related Section 125 Flexible Benefits Plan Document and acknowledge receipt of same. The Employer has caused this Plan and Adoption Agreement to be executed by a duly authorized agent, to be effective as of the date set forth in Section A.3b above.

TOWN OF HUDSON:

Signature: _____

Print Name: _____

Title/Position: _____

Date: _____



TOWN OF HUDSON

Police Department

6-D-1

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

RECEIVED

DEC 05 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

Captain Tad K. Dionne
Operations Bureau

Captain David A. Cayot
Administrative Bureau

To: The Board of Selectmen
Steve Malizia, Town Administrator

From: William M. Avery, Chief of Police  For Chief William Avery

Date: 05 December 2019

Re: Agenda Request – 10 December 2019

Scope:

The Police Department received \$1,000.00 for the Walmart Facility #1785 Community Grant.

Recommendation:

We recommend that the Board of Selectmen accept the donation of \$1,000.00 from Walmart to be used for Computer Forensic Equipment.

Motion:

To accept the donation of \$1,000.00 from Hudson Walmart Facility #1785.



communication in error, please notify me immediately by using the "reply" feature or by calling me at (603) 886-6011, and then immediately delete this message and all attachments from your computer.

From: cgadmin@cybergrants.com [cgadmin@cybergrants.com]
Sent: Wednesday, October 9, 2019 9:20 PM
To: Lischinsky, Adam
Subject: Walmart Facility# 1785 Community Grant Request Status: Request ID 55914609

Dear Grantseeker,

Congratulations! Facility # 1785 has recommended your Community Grant application, Request ID 55914609, to receive a \$1,000.00 grant.

Please allow 4-6 weeks for delivery. If you do not receive your check in that time, please contact the facility manager to make further inquiries. For your reference we have provided the check information and address below:

Invoice # 57738371
Address:
1 Constitution Drive
Hudson, NH 03051

You will also receive a final confirmation notice once the application has passed final review with the additional payment details, but we wanted to keep you informed on the status of your request.

We appreciate your efforts to help people live better and wish you success.

Sincerely,

The Walmart Community Grants Team

CG/JMAIL/166109081

6.E.1

HUDSON, NH BOARD OF SELECTMEN

Minutes of the November 26, 2019 Meeting

1. CALL TO ORDER

By Chairman Morin for the meeting of November 26, 2019 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE - led by Boy Scout Roman Provencher.

3. ATTENDANCE

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

Staff/Others: Steve Malizia, Town Administrator; Diane LaMothe, School Board Rep.; Kathy Carpentier, Finance Director; Elvis Dhima, Town Engineer; Police Chief William Avery; Brian Groth, Town Planner; Cemetery Trustees Member Mary Ellen Gannon

4. PUBLIC INPUT

Chairman Morin asked if anyone in the audience wished to address the Board on any issue which the Board has control of at this time. Seeing none.

5. RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS

A. Recognition

- 1) Ceremonial Check Presentation for Unanticipated Aid from the State of NH

Chairman Morin recognized State Representative Lynne Ober.

Lynne Ober explained this is a check extra revenue from the State budget for \$627,061 and it's for both school and town. Now we gave a similar check in Pelham and immediately they said "oh we used to get more for our road money". Okay, this has nothing to do with your road and bridge money. You're getting your road and bridge money. You're getting all your revenue sharing. This is money that is from basically the tax cuts that we put in last year and the national tax cuts officially known as "the Trump tax cuts" although I hate to use names but we got excess revenue. The State did not want to put it on recurring projects. I've had a conversation with your Town Administrator. It's yours and not strings attached. Spend it however you want. However I would not spend it on staff because I think you're going to get this only this year and we have some in for next year but it depends how the revenues go and right now the revenues are down a bit. After that, you'll get just your normal distribution. So it's yours. Spend as you guys decide.

Chairman Morin said we appreciate it very much. Thank you.

Selectman Coutu indicated a couple of questions if we could. Do you know what the divide is on the money? Is it based on percentage so that the school is aware what their portion would be? Representative Ober noted DRA has all of that and you and the School District will be getting that. Selectman Coutu said theirs a formula it just hasn't been officially presented. Representative Ober said they use the ADM to decide the money for town and school districts and of course that's based on the average daily membership in the schools on one day in October. That's how they divided it from town to town. DRA is doing the rest of that Roger. You will get actually written paperwork from the Department of Revenue Administration. We got to bring the nice, happy check. Selectman Coutu said well we're happy to receive it. Thank you. I want to extend our sincerest appreciation to all of you for even taking the time to come get dressed and come out here this evening. This is why the people elect you to represent the Town of Hudson and the Town of Pelham and you've responded in kind. It's a hell of a way to pay for your votes but we appreciate it. It was a very expensive campaign \$627,061. Representative Ulery said that's more than \$.50 a person in the county. Selectman Coutu thought we'd get a buck a person but that's okay. We're very appreciative and we appreciate all the work that you do. Now if you can help us get some funding for the circumferential highway.

Representative Ulery stated one of the things that several of us could have done this several years are very well informed about and are constantly talking with both the Committee and the House which holds the purse strings for

the ten year plan. With the Governor regarding getting federal funding and that is not an issue that is far from our discussions.

Selectman Coutu said thank you very much. I appreciate it. Thank you Mr. Chairman.

2) Proclamation Commemorating Hudson School District SAU 81 Choice Week

Chairman Morin recognized Selectman Coutu.

Selectman Coutu noted this was something we started last year. I received notice that this was a national doing. It's something most cities and town across the country. Some refuse to do it. I think it's appropriate that we should. I'm asking the Board of Selectmen to agree in total that we will have:

"A proclamation commemorating the Hudson School District SAU 81 Choice Week.

Whereas, all children in Hudson should have access to the highest quality education possible; and

Whereas, the Town of Hudson recognizes the important roles that the effective education plays in preparing all students in Hudson to be successful adults; and

Whereas, quality education is critically important to the economic vitality of the Town of Hudson; and

Whereas, the Town of Hudson is home to a multitude of excellent education opportunities from which parents can choose for their children; and

Whereas, educational variety not only helps to diversify our economy but also enhances the vibrancy of our community; and

Whereas, our area has many high-quality teaching professionals who are committed to educating our children; and

Whereas, School Choice Week is celebrated across the country by millions of students, parents, educators, school, and organizations, to raise awareness of the need for effective educational options;

Now therefore, the Hudson Board of Selectmen do hereby recognize January 26 to February 1, 2020 as "Hudson School District SAU 81 School Choice Week" and we call this observance to the attention of all of our citizens." Signed by the Hudson Board of Selectmen.

Selectman Coutu said before we start any discussion Mr. Chairman, I will make a motion.

Motion by Selectman Coutu, seconded by Selectman Martin, to declare January 26 to February 1, 2020 as "Hudson School District SAU 81 School Choice Week".

Selectman Roy asked if somebody could define school choice. Is that school choice as the way I understand it.

Diane LaMothe said I can attempt Mr. Chairman. To be honest with you, I saw this on the agenda and it's the first time that I heard of it. Having the SAU 81 in the title of School Choice Week, I was a little thrown by that. That's I think wonderful you're willing to celebrate. From my research on what it was, it's basically a proclamation by the Governor to recognize that there are options to students for the 267,000 children living in New Hampshire. Families can choose from traditional public, public charter, public magnet, private schools, on-line academies, and home schooling. That's my understanding of it from my brief research on it.

Selectman McGrath asked do we have charter schools in the town. Ms. LaMothe said the State possibly. I don't know. Selectman McGrath said she mentioned in her research. Ms. LaMothe said charter or magnet schools in the State of New Hampshire. I'm not sure about Hudson.

Selectman McGrath asked do we have a number of children that are being home schooled. Selectman Coutu said there is a number available. There are some. I know two or three families in Hudson that are home schooled. Selectman McGrath asked to get that number at some point.

Vote: Motion carried 5-0.

6. Consent Items

Chairman Morin asked does any Board member wish to remove any item for separate consideration.

Selectman Coutu stated I have a couple of questions.

Selectman Martin said maybe pertaining to the same thing. 6.b.1, 2, 3, and 4. I didn't pull these aside to talk about the amount of money. I pulled these aside because there's a process. When we apply for a grant, there's a deadline to have your grant in. If you have your grant in a month later, you're not going to get considered. They're not even going to hear from you. These four particular items had a deadline of October 10th. One was submitted 11/4, 11/9, 11/8, and 11/12. Why should I vote to approve this when you can't file in a timely manner? If you file your taxes late just because you wanted to file your taxes late, you get penalized. I will not support approving these. It's not the money. It's the process. We shouldn't even have taken them in. 10/10 was the cutoff. Thank you.

A. Assessing Items

- 1) 2019 Supplemental Tax Bill Pilot Agreement - Map 109 Lot 10 - 300 Derry Road - Southern NH Medical Center
- 2) 2019 Supplemental Tax Bill - Map 190 Lot 14 - 32 Cross Street
- 3) 2019 Supplemental Tax Bill - Map 191 Lot 82 - 7 Alpha Street
- 4) 2019 Property Tax Abatement - Map 183 Lot 35 - 2 Blackstone Drive
- 5) 2019 Property Tax Abatement - Map 182 Lot 179 - 20 Adelaide Street
- 6) 2019 Property Tax Abatement - Map 192 Lot 17 - 68 Pelham Road

Selectman Coutu said that's not what I wanted to discuss. Mr. Malizia on item A. 6 - 68 Pelham Road. I'm a little confused. Is that land.? Mr. Malizia said we own it now so we don't tax ourselves if that's your question. Selectman Coutu said I understand that. I'm just questioning - this isn't the property we sold, I mean the property that we turned over to Conservation. Mr. Malizia said it is the property we procured and Conservation now has it under their control. As a result of that, Selectman Coutu stated just this year alone we're going to lose \$4,199.79 in tax revenue, right? Steve Malizia said that's what this abatement is for yes. Selectman Coutu said in continuum at the end of ten years, it will be \$41,000. At the end of 100 years, it will be \$419,000. All right. Just questioning that one.

B. Water/Sewer Items

- 1) Sewer Abatement - S-UTL-20-06 - 157-05; 15 Falcon Drive, w/recommendation to approve
- 2) Sewer Abatement - S-UTL-20-07 -157-058-000; 26 Robin Drive, w/recommendation to approve
- 3) Sewer Abatement - S-UTL-20-08 -147-001-012; 27 Shoreline Drive, w/recommendation to approve
- 4) Sewer Abatement - S-UTL-20-09 -140-035-000; 6 Manny Court, w/recommendation to approve

C. Licenses & Permits & Policies

- 1) Tag Day - Salvation Army
- 2) Raffle Permit - Happy Tails New Hampshire

Selectman Coutu questioned "Happy Tails New Hampshire". Are they a...? Steve Malizia indicated they're a retail location in the plaza on...Selectman Coutu said they're not a non-profit organization looking to raise funds. Mr. Malizia stated they're donating to the Humane Society. We have other organizations that do raffles at various other establishments that make those donations. Selectman Coutu said they don't ask for permission to do it. Mr. Malizia said yes they do. Selectman Coutu said I can name you several businesses in town that run raffles and donate all the money to charity and don't get permits from us. Mr. Malizia said well then they're not in compliance. If I don't know about them, I can't do anything about them. The ones I'm aware of come get a permit.

Selectman Roy recalled Happy Tails is where Chasing Our Tails used to be. In fact, I saw the sign there the other day when I was there. It's going to the Nashua Humane Society. Selectman Coutu said I applaud them for doing what they're doing but I was wondering why were they applying. I thought it was a business in town. Why are they applying for permits? I owned a business. I never knew that you had have a permit. I never ran a raffle but I never knew that you needed a permit as a business person to run a raffle to give money to charity. Selectman Roy said we've approved them before for like The Bar. They've run quite a few. Mr. Malizia said if somebody doesn't come and I don't know about it or we don't know about it, I'm not sure what we're supposed to do. When we find out, we tell them the policy and give them the permit.

Selectman Coutu said that's good enough. My questions are answered.

Chairman Morin asked if there was any other discussion. Would you like to defer Item B. and have someone come in? What would you like to do? Selectman Martin asked why are we letting the folks submit late. That's my concern. Chairman Morin said we can ask that question. That's why I'm asking what you'd like to do. Selectman Martin said I would like to see these deferred because like I said, it's not a lot of money we're talking about. It's the process. There's a process to be followed and it should be followed. We all have to follow the process even if I was turning in one of those cards. Thank you.

Chairman Morin asked do you know of any reasons why they would be late. Steve Malizia said I can't speak for the four people. This is not the first time. I'm not saying for these people. We get these constantly. People sometimes have busy lives and don't always make every deadline. I don't have any specific reason why those four. When we get them, we process them. They have to go through the Municipal Utility which I think meets once a month.

Selectman McGrath noted their applications are in the packet.

Chairman Morin asked if there was any other discussion on Item B. Seeing none.

Motion by Selectman Martin, seconded by Selectman Coutu, to defer Consent Item 6. B. 1, 2, 3, 4, until the next meeting, carried 4-1. Selectman McGrath in opposition.

Steve Malizia asked what you're expecting at the next meeting. Selectman Martin said what I'm expecting is why do we accept things late. For instances, you're expecting some kind of money let me just say. So you have a scratch ticket that's expired on the 366th day. The State isn't going to give you the money so if you have a process, a date specific to turn you thing in - like I told you, it's not a lot of money. Why would we accept that? I'm going to let you know now, we're going to hear and I'm going to hear oh we are all busy. Yup I'm busy. Everybody in this room is busy. When you're expecting money back, you should pay attention to it. My opinion. Thank you.

Selectman Roy said to Selectman Martin to Mr. Malizia's question, do you expect the citizens to come in here. I don't understand what you expect to happen between now and the next meeting. Selectman Martin said you know what, motion to deny all four.

Motion by Selectman Martin to deny Consent Item 6. B. 1, 2, 3, and 4.

Chairman Morin said there's no second. Would you like to have someone from this building come to the next meeting and explain because if Mr. Malizia says we do this often, maybe we can get an answer from our own people and we'll understand it?

Selectman Martin said we don't need the people to come in. I need the employee that works in this department or whoever come in and explain to me why we're accepting things late. That would be acceptable to me.

Selectman Coutu asked on December 3rd are we going to have a workshop. Steve Malizia said that's up to the Board. Chairman Morin asked would you like to have one. Selectman Coutu said no. We just went through a budget process. Unless somebody on the Board has something they want to discuss.

Chairman Morin said I know there was something but it hasn't come forward yet that they wanted to do. I haven't seen it yet that's why. I didn't know if you knew a little more.

D. Donations - None

E. Acceptance of Minutes

1) Minutes of the November 12, 2019 Meeting

F. Calendar

11/26	7:00	Board of Selectmen - BOS Meeting Room
11/28	-	Happy Thanksgiving - Town Hall Closed
11/29	-	Town Hall Closed
12/03	7:00	Board of Selectmen (Workshop) - BOS Meeting Room
12/04	7:00	Budget Committee - Buxton Meeting Room
12/05	6:30	Recreation Committee - BOS Meeting Room
12/05	7:00	Benson Park Committee - Hudson Cable Access Center
12/09	7:00	Budget Committee - Buxton Meeting Room
12/09	7:00	Cable Utility - Hudson Cable Access Center
12/09	7:00	Conservation Commission - BOS Meeting Room
12/10	7:00	Board of Selectmen - BOS Meeting Room
12/11	7:00	Planning Board - Buxton Meeting Room
12/12	7:00	Zoning Board of Adjustment - Buxton Meeting Room

Motion by Selectman McGrath, seconded by Selectman Martin, to accept Consent Items A, C, D, E, and F, carried 5-0.

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on November 12, 2019

- 1) Motion by Selectman Martin, seconded by Selectman Roy, to hire Thomas Henley for the position of Firefighter/AEMT in the Fire Department at the contracted salary of \$20.55 per hour (step 1). This assignment will be a non-exempt position in accordance with the International Association of Firefighters Local #3154 as per the union contract, carried 4-0.
- 2) Motion by Selectman Martin, seconded by Selectman McGrath, to hire Ryan DiFranza for the position of Firefighter/Paramedic in the Fire Department at the contracted salary of \$22.51 per hour (step 1). This assignment will be a non-exempt position in accordance with the International Association of Fire fighters Local #3154 as per union contract, carried 4-0.
- 3) Motion Selectman Martin, seconded by Selectman McGrath, to promote Camera Operator Jacquie Lemay for advancement to the position of HCTV Assistant with a change in pay from the base rate of \$12.50 per hour to the part-time HCTV Assistant rate of \$15 per hour, carried 4-0.

- 4) Motion Selectman McGrath, seconded by Selectman Roy, to approve the Memorandum of Understanding between the Town of Hudson and the Hudson Police Employees Association adding the position of Part Time Animal control Officer to the bargaining unit and to authorize the Chairman of the Board of Selectmen to sign the Memorandum of Understanding, carried 4-0.
- 5) Motion Selectman McGrath, seconded by Selectman Roy, to hire Jill Laffin for the position of Executive Assistant to the Board of Selectmen at an annual salary of \$58,000. This is a nonunion, non-exempt position, carried 4-0.
- 6) Motion Selectman Roy, seconded by Selectman Martin, to deny the request to abate the interest accrued on the past due taxes for Map 204, Lot 006-835, 835 Fox Hollow Drive, carried 4-0.
- 7) Motion to adjourn at 10:30 p.m. by Selectman Roy, seconded by Selectman Martin, carried 4-0.

8. NEW BUSINESS

A. Boy Scout Project - Blodgett Cemetery

Chairman Morin recognized Troop 20 Boy Scout Roman Provencher.

Roman Provencher explained I handed out this presentation. I wanted to do a project at Blodgett Cemetery in Hudson. The project would be a sign and also a website. The website would include an online database with a map of the graves. It would also include a history of the cemetery. That's the project. I think it will benefit the cemetery because the map will make it much easier for families to find their loved ones. It will also make it easier to keep track of the records and stuff at the cemetery. Expected cost for this would be zero dollars. There's no cost for the on-line database or website. The sign it would say "Blodgett Cemetery, Hudson, New Hampshire" and then the date it opens and closes. I will be raising money for the cost and materials for that. So no cost to the town.

Chairman Morin said I've talked to a couple of members to the Cemetery Trustees and they are very excited about this project and they're looking forward to it. It will help them greatly. Appreciate it. Anybody have any questions?

Selectman McGrath asked why did you choose this project. Roman Provencher said I chose this project specifically because I've helped volunteer at that cemetery before. I already knew one of the people there so I just wanted to help. Selectman McGrath thought it's an admirable project and it will be much appreciated by the family members who are buried there.

Selectman Martin noted it will not only help the families greatly but I do research on ancestry and I just might know somebody in there as well after you do this. It's very admirable that you took on this project. What's admirable the most is your deadline. As you've seen me talk about deadline tonight, your deadline is by March 2020. That's very aggressive. I know you can do it because you want that Eagle Scout so your heart is set on it. I look forward to using the database so thank you for coming forward and doing that.

Roman Provencher stated I actually had a couple of questions for you guys. So for the sign was there any specific requirements that the town would want for it? Selectman Coutu recommended that you go to the Building Department and ask to speak to someone about your project, and what you're doing, and the Board of Selectmen suggested you go there. They can give you some guidance on the height of the sign and things like that. They're not going to charge you a fee. When people go for a sign, usually you have to pay a fee. They won't charge you a fee for the sign but they'll give you some guidance on high it should be. They want to make sure it's not obstructing view but that it's obvious to the citizens that are coming in.

Selectman McGrath suggested for the sign, you should center all of the lettering. I'm looking at what you presented. That's just a suggestion for you. Mr. Provencher said I'll do that.

Roman Provencher also asked I wanted to know is there any permits involved for the sign. Selectman Coutu said check with Land Use.

Also for the website, Mr. Provencher asked would I like that to the Hudson town website or would that...Selectman Coutu said that's up to you. Steve Malizia thought probably work with our IT people to make sure that more than likely it will be some sort of...Selectman Coutu said we have an IT Department here in town and the offices is downstairs here. You talk to Lisa Nute. She is the Director of IT and she will look at what you're presenting and if there's a possibility of linking it through the cemetery department, they will link it. I think it would be a valuable asset, a tremendous resource for a lot of people in town. I admire you for the project Roman.

Motion by Selectman Roy, seconded by Selectman McGrath, to approve the Blodgett Cemetery project by building an entrance sign and an online database

Selectman Martin asked could we put in there that building fees will be waived. Selectman Coutu said Steve will take care of it. Steve Malizia said don't worry about it.

Vote: Motion carried 5-0.

B. United States 2020 Census

Chairman Morin recognized Brendan Drew from the US Census Bureau.

Thanks for having me and thanks for your help so far with the 2020 Census. My name is Brenden Drew. I am a Partnership Specialist with the US Census Bureau. I report to the New York regional office which is New York, New Jersey, Puerto Rico, and the New England States. The reason why they have Partnership Specialists is because it works in New York doesn't necessarily work in Northern New England. They send me out to partner with trusted voices in the community so that we can make sure that we count difficult to count populations. So that could be homeless population. That could be farm born population, college students, and in towns like this most likely it's going to be children under five. Now I'll kind of explain why that's so important to count all those folks. I'll be real brief. I just want to go over why it's important, why it's safe, and why it's easy to do the 2020 census. After if you have any questions, you can ask me. You're already helping us so again I really appreciate that.

So why it's important? Mr. Drew said there's really three reasons. The main one is representation. Redistricting depends on getting an accurate count and that's not just the federal government that's also States use our numbers for redistricting. That's the primary reasons why we've always done a census. The second reason is because of a \$675 billion disseminated every year based on our numbers. That's money for roads. That's money for medical care. That's money again for schools and you name it. The example I typically use especially when we're talking about children under five is if you have - I'm in Hancock and that's a very small town. We spend about 75 percent of our budget is on the school alone. The folks there hear about and they run up to elections why are we spending 75 percent of our budget on schools. Well if you have say a family in Massachusetts for example and there's a breakup and the kids come to New Hampshire to live with grandma. They're only supposed to stay for a couple of months but a couple of months lead to a couple of years. Those kids are in the school system. It's very important that we have them counted so that we can apply for grants for the federal government to cover the costs of those students that are in the schools. It is very important that we make sure that we get everyone counted for the federal funds that are coming in. Every grant that is written uses our numbers. The third reason really is because business uses our numbers. A business wants to make sure that there's a market. A business wants to make sure that there are employees in your area. When they apply for a business loan, they're going to use our numbers as well.

Brendan Drew stated I can go over the timeline a little bit. Mid-March is when it's going to be kicking off and you're going to be able to go on line and fill out your census form. I kind of went over why it's important. One thing that we want to mention this time is why it's safe. If you've been watching the news, you know that this census this time around has been politicized. There was an immigration question on there so there's a lot of fear in a lot of different communities about the privacy of the US Census. I can tell you this that as an employee of the US Census Bureau if I give out information about an individual or an address, I face five years in prison and \$250,000 in fines. The only thing that we can release is statistical data on the federal, State, local, and census track level. I can say 30 percent of Hancock residents rent a home but I can't say that Brendan Drew lives at 100 Main Street in Hancock. There's serious consequences of anyone who releases that. We've had federal agencies try to gain access to our data. We've had law enforcement, we've had private people try to access the type of data and they've been blocked from accessing this every time because of the federal law prohibits it. It's very safe. This is something that I run into when I talk to folks that work with the farm born community but I also up in the mountains where I'm from, you run

into a lot of people. This is the live free or die State and people value their privacy. It's something that we have to explain to those folks too because we can't really do it without the public trusting us. Public trust is the foundation of what we do and it's really our job to get that across. The census is safe. It's also very easy this time around. You're going to be able to go on line to do it. You're going to be able to call a 1-800 number to do it and you're also going to still be able to do the traditional paper questionnaire. A lot of the older folks that's the only way they're going to do it. They're not going to go on line. That's three ways that they can do it.

Mr. Drew noted if people don't do it in those three ways, then we send out the army of consensus takers. The last time around we hired about a half a million people to go out and knock on doors for the people haven't responded. What that means for your community is jobs. There's a saying that we have that the census is a national event but it happened at the local level. Currently we're paying \$17.50 for census takers and a variety of other jobs. We have not just census takers but we have managers, IT people, recruiters, you name it. We need those folks to get hired. It's \$17.50. It's no experience necessary. It's great for students, great for retirees, great for anyone who has some time to go out and knock on some doors in the springtime and talk to their neighbors. If you know anyone, there's a link at the back here: 2020census.gov/jobs and you'll be able to take a look at all those different jobs. One thing I want to leave you folks with is that if you work with our numbers at all, if you've ever had any trouble working with our numbers because it's a little bit dry, we have a data dissemination program. Instead of paying a third party to compile our data together and sell it back to you, we have full time people here in New Hampshire that will walk you through our numbers. We won't write the grant for you but what we will do is through seminars and workshops, or getting someone on the phone, or e-mail, we'll be able to show you how to put our numbers within that grant so that you get some actual results. Again, thanks for having me here. If you have any questions, just let me know.

Chairman Morin asked anybody have any questions. Seeing none. Very much appreciated Sir. Thank you.

C. Water Main Acceptance - Autumn Circle

Chairman Morin recognized Town Engineer Elvis Dhima.

Thank you Mr. Chairman. Good evening everyone. Elvis Dhima said the first item for you tonight is Autumn Circle 8" water main acceptance. This is an eight lot subdivision. It's located at the town line of Hudson and Litchfield. It's a single family subdivision. The water line has been installed and in accordance with the town regs. I'm here in front of you tonight to recommend the water line acceptance as recommended by MUC, the Director of Public Works, and myself. I'll take any questions you might have.

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

Motion by Selectman McGrath, seconded by Selectman Coutu, to accept the water line (Autumn Circle) as recommended by the Town Engineer, DPW Director and Municipality Utility Committee, carried 5-0.

D. GIS 3" High Resolution Flyover Agreement

Chairman Morin recognized Town Engineer Elvis Dhima.

Thank you Mr. Chairman. Elvis Dhima indicated the Town of Hudson in 2017 took advantage of a fly over by another community at a very reduced cost. That same company has reached out to us this year to let us know they're doing another flyover in our area. Basically we can get the highest resolution for civil use for about \$23,500 something that can cost about \$35,000. The way we're structuring the funding for this is most of the money is coming from the Planning Board accounts which is related to updating the tax maps. The other half is coming out of the water and sewer utility which we use daily. With that said, I went in front of the Planning Board and they recommended expenditure and they approved the expenditure of \$13,500 out of their account. I'm here in front of you tonight to ask you to consider this opportunity and if you'd like to move forward with it. This is recommended by all the departments even though financially they couldn't support it but spiritually they did. This will be beneficial to all of us internally and everyone that lives in Hudson that would like to get an idea to what the aerial looks like on their property. It comes very handy. That's all. I'll take any questions you might have.

Motion by Selectman Coutu, seconded by Selectman McGrath, to waive the bid process and sole source this work to Quantum Spatial for the following reasons: 1) They have provided similar services in 2017, at a discount; 2) They are currently hired by State of New Hampshire to provide aerial services; 3) They are providing the service at a significant discount.

Selectman Roy asked to clarify the whole cost of this is \$23,500. Mr. Dhima said yes correct.

Vote: Motion carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to proceed with the contract to fund the GIS high resolution aerial flyover using Planning Board Tax Map Update Account 1312-505 in the amount of \$13,500, Water Utility Account 5592-252 in the amount of \$5,000 and Sewer Utility Account 5562-252 in the amount of \$5,000, carried 5-0.

Before you leave, Chairman Morin asked would you like to talk about our DOT meeting real quick or do you want to wait. Elvis Dhima said I'm going to be here for the grant and the easement. We can do that or we whatever you would like. Chairman Morin said we can talk about it then and that makes sense.

E. Bullet Proof Vest Capital Reserve Account

Chairman Morin recognized Police Chief William Avery.

Thank you Mr. Chairman. Good evening members of the Board. Chief Avery indicated tonight I'm here before you to request to withdraw \$1,235 out of our Capital Reserve Account which is set up for bullet proof vests replacement. We have one current bullet proof vest that is about to expire and we do need to replace it. This account was set up years ago for this purpose to replace bullet proof vests when they expire.

Motion by Selectman Coutu, seconded by Selectman McGrath, to accept the Police Department's request to utilize funds in the amount of \$1,235.00 from the Bullet Proof Vest Capital Reserve Account to purchase one (1) replacement Bullet Proof Vest at \$1,235.00 per vest. The Bullet Proof Vest is on a 5 year cycle and has expired, carried 5-0.

F. Victims of Crimes Act Grant (VOCA)

Chairman Morin recognized Police Chief William Avery and Officer Downey.

Chief Avery stated Officer Downey as everybody knows now that's Officer Downey sitting to my right. Officer Downey has been at the forefront with the Hudson Police Department with our department citizen's program and looking out for them mental health and well-being of all of our police employees. He's also reached out with Fire Department employees, and is currently looking at joining forces with the Southern NH Citizens Team. Officer Downey came to me several weeks ago regarding a possibility of receiving a grant which is a no match grant meaning that the town would not have to kick in any money. He went through the whole grant with me and requested that I approve him to go ahead and apply for it. We are before you tonight. Officer Downey is going to speak briefly on this grant and fill you in what it's about.

Officer Downey explained it's a victim of crimes act. Its federal funded. This year they've allotted and it's through the State of New Hampshire Department of Justice. They've allotted over \$2 million throughout the State and regions like us or a town like us can apply for anywhere from \$5,000 to \$250,000. The packet that I handed you, they go into many details. It goes into housing and it's a lot of different things to support. The criteria that I would be applying for the grant would be to fund the comfort dog program where it would assist victims of crimes. It actually matches with the description in the criteria and it's a new program so we do not have to match some of these programs. You would have to match if it was not a new program. At that point right now, the training costs would be \$5,000 for the fee and then obviously the uptake of crates and information. Sometimes toys. We do have food covered but there's a lot of different things and potentially overtime or budgeted items that we haven't really foreseen yet because it is such a new program. I think the sky is the limit with this program. It's a two-year opportunity grant. Obviously the second year would be a little less of what I would be applying for because I still have to cover veterinary costs, unknown emergencies if there is to have anything. Even though they're lovely, right now she'd likes to eat a lot of socks. I'm trying to prevent any emergency visits. With that being said, I'd just like to hopefully have. It is a budget that we based off of donations only.

Regarding the donations, Chief Avery said the people in Hudson and the businesses in Hudson have been so generous as we've moved forward with this comfort dog project. We will be coming in in the near future to accept the donations from the businesses and residents of this town. The other part of this grant, and I didn't mention it first, is the work that our Victim Witness Advocate Geri Cloutier does on a daily basis. She is constantly in touch with victims of domestic violence and other victims of burglaries, thefts, or what have you and really, really has done an incredible job for the Hudson Police Department in taking care of all the victims that we deal with on a daily basis. It's almost to the point where I wish I had her at the building seven days a week. Domestic violence does not stop on Friday nights, or Saturday nights, or Sunday nights. When she comes in on Monday morning I happen to be in the Services Division last Monday morning, her phone literally did not stop running for an hour and fifteen minutes. Ring, ring, ring and she had to be at Court to help another victim. So the grant will also help with Geri Cloutier and I would like to sum it up by wishing everybody a Happy Thanksgiving and for all the people listening, please do not drink and drive over the holiday weekend. If you need a ride and you are in a jam, do not be afraid to reach out to a loved one and if need be contact us and we will take care of it. Thank you.

Chairman Morin wanted to say Jeri is one of those employees that we never see but does a huge amount of things. I have to thank you Officer Downey for taking this to the next level past where we've gone before and bringing Hudson Police to make sure we serve the victim from the crime scene right up through until as much as we can help them. I appreciate all your work. Thank you.

Selectman McGrath asked we met the dog Haven. Do you foresee needing a second dog? Honestly because as people here know, I'm a news hound. I watch the news so I hear all of these different reports. It wouldn't surprise me to hear that you would need a second dog. Officer Downey thought it's such a new program that there's a lot of dogs. I was just at a conference up in Concord. Between Massachusetts and New Hampshire and it is growing. It's a huge growing trend and police departments popping up everywhere we're it's a New England group that we're trying to join now. There was a couple of topics. Right now I think some of the companies are being inundated so I think right now you'll see police departments only having one for right now and then potentially you could see more of a need for it. Again it's just kind of unknown at this point but I would not be surprised if you see more departments, bigger departments having more than just one. It can be taxing on the dog as well as the handler. We will have a secondary handler if I was on vacation that she would still be working so that we don't - unlike the K-9 program where when he's on vacation, no one else can really grab that dog to do tracks or anything like that. This is a kind of a different aspect where for the most part anyone walks into my house, she'll probably lick you to death as opposed to talking your head off. That's what it is. Again it's an emotion toll on them. You can see it. They can get mentally drained just like we do emotionally drained. How empathetic they can be and the way they sense it, it's amazing. There was a couple of good stories that we had at the conference. One of the main speakers he did Sandy Hook. He went out with a Saint Bernard. He did Las Vegas. There's a lot of different things that we can definitely use it for as well as I plan on trying to use it because I am a member of the citizens team that debriefs or critical incidents around the State to kind of try to start bringing her in as well to maybe help or comfort them. Sometimes people don't want to talk but sometimes just relaxing can help someone feel a little bit more comfortable.

Chairman Morin stated I was recently in Franklin and got a chance to talk to their officer with their dog. The stuff she was telling me, the dogs are a huge, huge help to them when dealing with people.

Selectman McGrath noted there's a commercial on TV that there's a little girl in a hospital bed and they bring in a dog. They're actors I know but the transformation in the little girl and the dog, it's really remarkable. I'm very much in favor of this program.

Motion by Selectman McGrath, seconded by Selectman Roy, to authorize the Hudson Police Department to apply for the Victims of Crime Act Grant through the Attorney General's Office and the Department of Justice in the estimated amount range of \$5,000 to \$15,000, carried 5-0.

Chairman Morin asked Dianna Cannava to come sit at the table.

I'm Diana Cannava. I'm an HCTV volunteer and I was part of the Telethon. One of the raffle items was a police car that is a replica of Hudson PD. I'm here tonight as I was watching you on TV looking at the agenda going get in the car and get there fast. Chief Avery asked who did this. Chairman Morin said a gentleman named Phil Duffy. He's a town resident and he's actually done one of those for me and he actually did the Fire Department fire car.

Selectman Coutu noted he spends hours on that. A total replica of the cruiser.

Chief Avery said I would like to obviously personally thank Mr. Duffy on behalf of all of the members of the Hudson Police Department. Diane and I have grown over the years. We've been in constant communication. As I was a Captain for ten years and we constantly communicated about different quality of life issues down and around her neighborhood which I will not announce. Diane I can't thank you enough for your support over the years. You've been a tremendous asset. She is a set of eyes and ears for us as we move forward in policing. Thank you and thank you to Mr. Duffy. This is unbelievable.

Selectman Coutu explained we had an auction to raise money at the food pantry. Mr. Duffy presented us with two vehicles last year. He presented the two vehicles this year. They went out to bid. Diane was the highest bidder for that vehicle and she bought it and she's donating it to you. Diana Cannava said it was supposed to be anonymous.

G. Conveyance of Easement - 225 & 227 Lowell Road

Chairman Morin recognized Town Engineer Elvis Dhima.

Thank you Mr. Chairman. Good evening everyone again. Elvis Dhima stated as you know the Town of Hudson has been in agreement with the State of New Hampshire to widen Lowell Road from Haffner's entrance all the way to Sagamore. It's a \$1.5 million project through an 80/20 program that we got accepted a couple of years ago that would require land alongside of Lowell Road. That goes from 225-227 Lowell and also beyond that. The Planning Board recently approved the site plan in front of 225-227 Lowell Road and they were able to exchange the cap fees for approximately \$59,000 or \$88,000 worth of easement that's required for widening Lowell Road for this phase and recommended by town staff. I'm here in front of you tonight to ask you to accept this easement to complete this transaction. With that said, I'll take any questions you might have.

Selectman McGrath said I don't have any questions but I have a comment. I had discussions with both Mr. Dhima and Mr. Groth concerning the acceptance of this easement in lieu of collecting a cap fee. In this particular case, I'm in agreement with what they've presented because the cap fee would be less than the value of this property and this is going to help to alleviate morning traffic going south bound on Lowell Road getting onto the Sagamore Bridge. I'm in favor of this for that reason.

Chairman Morin asked if there was anyone else. Seeing none.

Motion by Selectman Roy, seconded by Selectman Martin, to accept the conveyance of an easement for land required for the Town's CMAQ lane-addition project at Lowell Road and the Sagamore Bridge from RH Flagstone, LLC, carried 5-0.

Elvis Dhima indicated I'd like to talk a little bit about the DOT meeting if that's okay before we get into the grant. As you know not too long ago or even before a couple of months ago, the safety concerns were brought up about traffic calming off Sagamore landing to Lowell Road. It's definitely noticeable. We were able to talk to NRPC. You Mr. Chairman and Selectman McGrath attended that meeting with Mr. Malizia. After that, we were able to get DOT out there at the site. I thought it was a good meeting with their traffic engineer, safety engineer. Basically what we came up with is they were willing to do two things: 1) a temporary rumble strips in spring of 2020 but also there seems to be new technology out there that basically involves installing a blue light similar to optacon for fire department or an optacon like a white light that basically says that snow is coming and you shouldn't be on the road or parked on the road. This particular one is blue and what that allows the police department is to have a 360 as people are coming through the red light. It appears that the Police Chief checked with his prosecutor and the Judge and it appears that that will be allowed to write tickets with this particular technology. This is currently being used widely in Florida and allows our police officers to station at a safe area and being able to pull people over without having to chase them or witness that red light violation. With that said, it appears that the cost of this is about \$1,000 and DOT might be able to do this for us. It is their intersection. We can get through that. I reached out to our consultant and the cost for this if we end up doing it ourselves is about \$2,800. It's not a big ticket but we'd like to have them do it obviously. Thanksgiving week we're not getting any feedback but I've reached out to them a couple of times and it seems that we may be heading that way. The blue light first and rumble strips next year. Trying to make that intersection safer.

Selectman Roy had one question. So the officer still has to give a physical ticket. It's not like a mail in or...Mr. Dhima said we would not be taking any pictures of the plate. That's still not allowed in New Hampshire but this will allow

them instead of them being at Sagamore and waiting for that individual to go through and then chase them behind, they can be right on Lowell Road and as the light goes blue, they can pull people over if they're coming through the intersection. It's safer. I think it's a greater mass production. If you have a people right after the other, they can line them all up. It appears I sent a couple links to Mr. Malizia and Mr. Morin about it. It seems as it's been successful so it might be worth a try. It works 24/7. It works at all times.

Selectman Coutu said one of the things we talked about Mr. Dhima is that the luxury that this affords us and there's a question that follows this is that the light will go off if a car - it's timed with the red light. You can have a police officer standing on the opposite side of the road and they can flag them over to pull them over and they can pull over 12 cars if they had to. They just pull them over and the cruiser is going to come up and they're all going to wait. I've seen this system done down south. The question I had Mr. Dhima is we had a discussion about how to provide for the transit of vehicles going north on Lowell Road towards say from Walmart to Market Basket - the two well-known locations. The number of cars we pull over in order not to block that entrance lane to take a right on Wason can we work something out with the State to make a curb cut to be able to make them go in there and then pull out a little further out. This is a safety issue.

Chief Avery explained when the police officers initiate a motor vehicle stop, they first they're trained at doing is picking a safe location to bring these cars to a stop. I know when I was on the street Mr. Coutu a lot of times we wouldn't activate the lights until they were through that intersection so they would be in front of Market Basket or their lights are on, they're going to take a right on Wason and then immediately pull over. It could present an issue if we do have what you had mentioned a stack of cars that blow through that intersection like rush hour traffic. We have officers sitting on the north bound side of Lowell Road just waiving cars over. We will do it. We could present a little bit of an issue there if we're using those methods.

Elvis Dhima noted there was a discussion about creating a pocket out on Lowell Road. There's a particular shoulder there the width. I'm not sure if it's wide enough to put a vehicle and stack in there but we could push that back if we need to. They didn't say no. I guess the first to see if it's successful enough and then it becomes the next issue and this program is successful, then we can go to the next phase and push that. There's a sidewalk there too as well. We could push everything back a few feet, or 5 feet, or 10 feet to create a pocket to line maybe 5 or 6 cars at least plus PD. I don't see why not.

Selectman Coutu asked where are you talking about from the welcome to Hudson sign up and I measured it the other day. There's sufficient room to add a safety lane for vehicles to be pulled over. It's whether or not DOT will allow the curb cut. Where they were there and they liked the idea and they're willing to provide the funding to get it done. Mr. Dhima said we just have to be careful so it doesn't come across that we're starting the circumferential highway. It could be achieved. We could look into that.

Selectman McGrath commented Elvis you mentioned I think when I talked to you about a week or so ago the rumble strips are a temporary device and they have to go in in the springtime because they'll impede snow removal. They're looking at it as a temporary solution and the light I think will have a much greater impact on people running that red light. The light will go off immediately and if there's a cruiser in the area, they can grab them. Elvis said the rumble strips they were willing to make them permanent. They just seemed to have mixed feedback from them. There's been cases where it works. There's been cases it doesn't work. There's been cases where it worked but they were very loud and they were very close to residential areas. We don't have that issue over there. It's kind of isolated and it's a highway. We didn't push too hard. We kind of wanted to see but if it's successful, the rumble strip could become permanent. It just seems to be a good solution before you commit to it 100 percent and do significant changes to the pavement.

Selectman McGrath noted if this saves a life or saves serious injury - I mean I've witnessed cars and trucks welling through that red light. I relayed one of our volunteers in town was sitting at a red light to take a left onto the Sagamore Bridge and the light turned green, she went to move, the car next to her in the next lane went to move and a tractor trailer truck went blowing through the red light. Fortunately both of those cars hesitated and weren't affected. You can imagine what that damage would do.

Elvis Dhima said when we were having the meeting at the side, they kept looking at the intersection and you could see clearly when the battalion was done and there was one or two cars just catching up, it was clearly visible they were going through the red light. They were noticing that too. Yeah it happens. Obviously different times of day

are different but there's different issues there. Selectman McGrath stated that was early in the morning the tractor trailer incident. Mr. Dhima said this particular one was around 10 o'clock when you could see not as much traffic and it was still.

Selectman Martin indicated it's going to be a great revenue generator I'll tell you that. As soon as those people see that blue light going and people getting pulled over, it will slow down. I know it will. Steve Malizia noted we don't get the money though. Selectman Martin said I know we don't get the money but I'll tell you what when just got some back from the State it was extra revenue. We can continue to move it like that. Once the people see that blue light and cars getting pulled over, they're going to think twice. Thank you Mr. Chairman.

H. 2019 BUILD Grant

Chairman Morin recognized Town Administrator Steve Malizia.

Steve Malizia stated we did not get a 2019 BUILD Grant but I put this on the agenda so the Board could at least realize that. The question remains does the Board wish to do anything with the circumferential highway as a warrant article. If you recall last year, we had an article predicated on getting a BUILD Grant. This year you have not discussed or forwarded an article but given that there's no BUILD Grant hence no funding from the feds, I thought it was appropriate that the Board at least discuss or decide you want to forward an article or do you not want to forward an article.

Selectman Martin said no for me.

Selectman McGrath said the question that when I was reading this to get ready for this meeting the question that I thought of was if we put this on the warrant, this is another big ticket item for the town. We want the Police Department to be expanding and that's critical. The school is coming in with a number of very costly items and if we don't get a grant, I just don't see the need to put it on the warrant.

Chairman Morin understood the clock is ticking but after listening to our legislators tonight that it was going to come up, maybe we should see what they can do. I think it would be a lot easier sell for the townspeople and I agree with Selectman Martin and Selectman McGrath. We have some other things that we need to get done. It's not a dead item trust me. It's not a dead item but let's see what they can do.

Elvis Dhima said I totally agree. I think we're better off as long as there still remains it as an option in case something ever comes up down the road. I don't think the need for it will ever go away. We put it off last year. What's another year? Not a problem. We'll still continue to plan and we haven't lost anything.

I. Proposed Warrant Article - Tax Impact on Ballot

Chairman Morin recognized Finance Director Kathy Carpentier.

Kathy Carpentier stated I come before you for your consideration of adding a warrant article to the ballot this year. It is to put the tax rate impact on the ballot. Back in FY2009 we asked the voters if they wanted to put the tallies meaning recommended by the Board 5-0, recommended by the Budget Committee 11-0. Now you have an opportunity to ask the legislative body which is the voters if they would like to have the actual tax rate. If this one costs a penny, or if this one costs two pennies, or for the operating budget it cost \$5 per thousand of assessed value. If you'd like to entertain it, the warrant article would say "Shall the Town of Hudson vote to require that the annual budget and all warrant articles as determined by the governing body shall contain a notation stating the estimated tax rate impact of the article."

Selectman McGrath agreed that that should be on the warrant article. Can we add language - as an example, a calculation showing for a house valued at \$250,000 this is the calculation and this is how you reach the impact based on this. Ms. Carpentier explained I took this language from a template given to me by the Department of Revenue or their website. I definitely could propose that to both Department of Revenue and our Legal. Even if they said no for instance, we definitely could put it in our budget books. We could put it on the thing that goes to the public hearing. The thing that goes to the Deliberative Session. The note could come the actual ballot. I think examples could be part of selling this warrant article every year as we go through the process of deliberating a budget but I would have to follow up with those two legal entities.

Steve Malizia said Statutes are pretty specific. When you want to do something, this is what it allows you to do which is basically the tax impact. It doesn't allow you to put more almost editorial. It doesn't allow you to do that. It is the tax rate impact. As Ms. Carpentier said, when you're doing public hearings, you're doing voter guides, you can certainly put that out but the actual ballot - just like the tallies, would just be tax rate impact is X. That's what they'll allow you to do.

Selectman McGrath thought people have a difficult time figuring out what the impact is going to be to them. The more that we can help them to understand what the impact is for their circumstance whether their house is valued at \$100,000 or \$500,000, they need to know. Some people just don't know how to calculate that. They wouldn't have that expertise. What we can do to help them I think would be really beneficial.

Kathy Carpentier noted you are the second Selectman who sort of said that to me. I did throw in the word "rate". It's not on the document in front of you but instead of just tax impact because the tax impact would be my tax bill might go up \$100 but if you say it's a tax rate impact, we're hoping that that would help also. The penny is just the rate is going up by a penny not my tax bill is going up by a penny. I do believe it is up to us and the Budget Committee to educate the taxpayers.

Selectman Coutu said I was the other Selectman and had the conversation with you relative to this. I felt very strongly as eloquently stated by my colleague Selectman McGrath that a lot of people are somewhat confused by our approach on presenting warrant articles and the cost associated with the warrant articles. People see eight cents; a lot of people expect their taxes are going to go up by eight cents period. That's a question I have more often than any other during the year. How come my taxes went up \$35, or \$50, or \$110, or whatever the impact is? I said well the voters voted for warrant articles and they all have costs associated with it. Well it said my tax rate was going to go up two cents. I read it in the Annual Report. They think that when you say it's going to affect your tax rate by one cent that that warrant article is going to cost a penny. They really think that. There are a lot of people who do. As Selectman McGrath stated there are a lot of people that it's a simple calculation. There's a lot of people that are not numbers people. We try to round it so it makes the calculating a lot easier. If you said \$200,000 and its ten cents, take off two zeros and add one back because you're multiplying by ten. The affect is \$200 a year. For us it's fine we do numbers all the time.

Selectman Coutu had a discussion with Ms. Carpentier about trying to clarify the language a little. I know we are restricted. We're governed by the Department of Revenue decides what the language is going to be. They put it through their counselor's office and they approve it. I still think it's worth the fight. I think it's worth the request. I think that it should be explained to them that our concerns are that we want people to know exactly what it's going to cost them to vote for a particular warrant article. I don't care if it's ours, the schools, or even a - we can't do it for - private citizens can't request - yeah they can. They can request petitioned warrant articles. They can request something that costs money. Do we put the tax impact on those as well? Mr. Malizia stated right now we don't put it on anything because we don't have the Statute that allows us. Selectman Coutu asked would we be able to...Mr. Malizia didn't see why we wouldn't. Selectman Coutu said we should ask that question as well. Thank you. I appreciate the work that you've done on this. It's time to get people to understand what the impact is going to be.

Kathy Carpentier thought sometimes after we go through deliberations people will see just the ballot and say I don't know the tax impact on this or the tax rate impact. I just figured since we put it on every document up to the ballot, we should also think about putting it on the ballot.

Selectman McGrath said I talked to KC this afternoon and I was in Steve's office. I went to see Jim Michaud. This is something that the Assessing office prepares. I've been wanting it on the tax bills since I've been on this Board. For people that are visual learners, this says it all. It breaks out what the percentage of your tax bill goes to - whether it's to the municipal, County, or the education process. It's all by color. It lists the percentages. For people that are interested in seeing this, I think we should put this on our website number one. Number two, people that come into Town Hall this is on the bulletin board upstairs right outside of the Board of Selectmen's office. This clearly illustrates the breakdown of our taxes. I brought that tonight.

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

Motion by Selectman McGrath, seconded by Selectman Roy, to forward warrant Article X Tax Impact on Warrant Articles to the warrant, carried 5-0.

J. Proposed Warrant Article - Appoint Town Treasurer

Chairman Morin recognized Finance Director Kathy Carpentier.

Kathy Carpentier indicated I come before you with one other consideration. I'm proposing a warrant article to appoint the Town Treasurer. Back in FY2014, we had asked the voters at that point to appoint the Town Treasurer and it did fail with 31 percent of the population saying yes and 63 percent saying no. I think it's important this person is in charge of all the funds that are coming into the town for both the town and the school. It's a large responsibility. It's not investing funds. It's a lot of transactions. A lot of bookkeeping. Substantial time is spent and I just think that having an appointed Treasurer who gets vetted with a resume through this Board would be better than just appointing somebody who just has name recognition to the position. I'm asking for your consideration to put this warrant on. The warrant would say, "Shall the Town of Hudson vote to authorize the Board of Selectmen to appoint a Town Treasurer in accordance with RSA 41:26 e rather than electing a Treasurer".

Selectman Roy asked so we just appointed a Treasurer. So would this take affect after that person's term is...? Ms. Carpentier said when an elected position as the Treasurer is left vacant, you have to appoint but that person no matter how long the term is would only go to the next election. Selectman Roy said correct. What I'm asking is this would take affect after that person's term is over - the person we just appointed. Ms. Carpentier said no because they're going to be at the ballot at the same time.

Selectman McGrath said I'm in agreement with this because when we interview candidates, we've gone through a few interviews - the Town Planner; we've gone through the Executive Assistant to the Board of Selectmen, and recently the Town Treasurer. We look into their backgrounds and make sure that they have the appropriate credentials to fill the position. I think that this is as opposed to standing up at a candidate's night and presenting the information that you want the voters to hear, this body can look into their backgrounds, do background checks, and recommend hiring the most appropriate candidate.

Selectman Martin stated the question is, is the person bonded. Kathy Carpentier said yes. All elected positions are bonded through our property and liability insurance.

Motion by Selectman McGrath, seconded by Selectman Coutu, to Forward Warrant Article Y Appointment of Town Treasurer to the warrant, carried 5-0.

K. 2020-2021 School District Warrant Articles

Chairman Morin recognized Selectman Martin.

Selectman Martin said I had forwarded right out of my budget book the copies of the warrant articles that were submitted through the Budget Committee. Upon arrival, I was met with the same document but upgraded. Let me tell you why. On the warrant article to the operating budget, it showed \$56,712,644 for the budget and \$54,226,858 as the default. I don't know things happen - \$56,710,504 is the proposed budget. The operating default is \$55,613,146. I don't know if you've looked at it but we got the new document in front of us.

Just so you know, Selectman McGrath said who found that error was Ms. Carpentier. She called the SAU and got the correction for it. She's the one that found this mistake and deserves kudos for that.

Selectman Martin noted which she will get. Further was questioning Warrant Article 16 had some typos of where it was going to. It said Hudson Memorial but in the warrant article body said Alvirne High School when it's actually Memorial School. Just wanted everybody to be clear about that.

Selectman Martin added Warrant Article 5 is to see if the School District will vote to authorize until rescinded to retain the year end unassigned general funds in the amount not to exceed in any fiscal year 2.5 percent of the current fiscal year's net assessment in accordance with RSA 198:4-b II. Such fund balance retained may only be used to reduce the tax rate or for emergencies to be approved by the Department of Education under RSA 32:11.

We had quite a bit of discussion at the Budget Committee regarding this. I was totally confused. I was shown there are some documents that you have to submit to have this but one thing they don't support on this is for the Department of Education whoever it may be to approve an emergency in expenditure for the school district. I think it needs to be local not up in Concord that has no control over the town at all or the district. So that's my comments. I'm looking for support on Warrant Article 1, 2, 5, and 6. Three and four are contracts that have not been presented yet so there's no numbers.

Selectman Coutu stated that raises a few questions. Number one, you said you're looking for support on 1, 2, 3 or are you just looking for a vote. Selectman Martin said I'm looking for the Board's consensus to let me know how to vote.

Selectman Coutu had a question for School Board Representative Diane LaMothe. Warrant Article 3 it says "collective bargaining agreement between the Hudson School Board and the Teamsters. Which union? Ms. LaMothe believes the Teamsters is the custodial, maintenance personnel. I'm sorry I don't have the specific. Selectman Coutu reiterated custodial and cafeteria. Ms. LaMothe said not cafeteria more custodial, landscaping, maintenance.

Selectman Coutu said Warrant Article 5 I happened to watch the Budget Committee meeting this week. It's not something that I take great pleasure in but I was curious to see what the final numbers were going to be. This warrant article says that 2.5 percent of the current fiscal year's net assessment. When I look at that and I try to be analytical about what people write, I take assessment as meaning the assessed value of the town which is in the billions of dollars. That's what an assessment is. Is it 2.5 percent isn't it actually 2.5 percent of the current fiscal year's budget? Ms. LaMothe said no it's not the budget. Selectman Coutu asked well how do you come up with \$800,000 then. How did you come up with the number of \$800,000 is what they want to keep every year.

Diane LaMothe said the presentation I believe the \$720,000 was mentioned as the ballpark figure of what we would be looking at. Selectman Coutu stated that's what I heard at the presentation but I heard the money changed. Ms. LaMothe said it is determined on an annual basis, the net assessment changes. Selectman Coutu asked what is the net assessment of what. Ms. LaMothe believed that comes from the town. I don't know if KC maybe...Selectman Coutu said it's the assessed property value of the town.

Selectman Martin indicated we'll find out right now.

Kathy Carpentier stated I too watched the Budget Committee meeting and had a few conversations with the Business Administrator and we got some clarification. Net assessments are coming from right from the RSA so that wording is coming right from the RSA. It wasn't written by the School Board but it is their prior year net assessment so that is how much money is being raised and given over to the school less prior year education grant. The calculation is just a little over \$1 million if this had passed this year.

Selectman Coutu said it's going to be more than \$1 million. The number keeps going up. Ms. Carpentier said if for FY20 the one we're in, it would have been \$1,034,000. If it passes for FY21, it would be \$1,054,000. So they go with your last year's assessed value. This is a document I got from Karen and I believe here and her staff were talking with the Department of Revenue. Selectman Coutu was wondering why whatever they were spewing the other night and we find out it's over \$1 million. In essence what the School Board is asking is that they be allowed to keep no more than 2.5 percent of their current budget but whatever the current budget is for whatever year they would be in, they want 2.5 percent maximum retention or does this give them authority to retain a full 2.5 percent regardless. They can just bank it or do whatever they want? Ms. Carpentier indicated they can bank 2.5. That's all they can have any year. They can increase it to the million. One year they could use \$200,000 but then they can only go up to \$1 million again. They can't put 2.5 percent in every single year. It's a maximum that always can have the 2.5 percent. Similar to we have 8 percent which is about \$6 million reserve but as the school did point out, what we are reserving in our unassigned fund balance does include the school appropriations. So technically our 8 percent could go lower if this was to pass. Do you know what I'm saying?

Selectman Coutu said our unexpended fund balance could be seriously affected by doing this. Kathy Carpentier said we wouldn't have to reserve as much if they were reserving their own. That would be like two different savings accounts.

Chairman Morin asked are you all set. Selectman Coutu noted I'm good.

Selectman McGrath asked it's my understanding that the Budget Committee requested legal counsel on this item. Ms. Carpentier said yes. As of today, I think there was discussion last week and last night by the Budget Committee on this warrant article, Warrant Article 5 for the school. They have requested that the town get a legal opinion on Warrant Article 5 to see if our lawyers are in agreement with it and if it is a good warrant article. This just happened today. I was gathering the information. I have not asked legal but that all just happened today.

Diane LaMothe added we've consulted our school attorney on this and it is in compliance with the two RSAs mentioned in the warrant article which, again, this wording is from the Department of Revenue. It would be great if we could expand it and provide more clarification but as stated earlier that just can't be done. Our attempt will be made to clarify it for the public.

Selectman McGrath noted the Budget Committee will get their clarification. If there's a disconnect somewhere, then we'll see where that goes. My concern with the wording is in the very first sentence. It's indefinitely until rescinded. That can be in perpetuity if people aren't paying attention. I'd like to see that language stricken but until we get a legal opinion for the Budget Committee, I'm not in favor of any vote being taken on that item. Are we going to go through these one by one? Chairman Morin said yes we are.

Selectman Roy asked a question on Warrant Article 5. Do you have to have that whole last sentence? I would like to see it - I agree with Selectman Martin that it not have "or for the emergencies to be approved by the Department of Education". Diane LaMothe indicated I asked Karen Burnell and yeah the wording is from the Department of Revenue. The question could be asked if it can be amended. That would be a question for the attorney.

Steve Malizia said that's the law. In the RSA, that's the specific language. That's what it states.

Chairman Morin asked any further general questions.

Diane LaMothe added it talks about emergencies to be approved by the Department of Education because we do have a Budget Committee. The Budget Committee would have to first approve the expenditure and at that point it then can be forwarded to the Department of Education for approval. It would involve the town Budget Committee.

Selectman McGrath asked isn't it a three-pronged approval process. It has to be the School Board, Budget Committee, and the Department of Education. Ms. LaMothe agreed.

Selectman Coutu recalled from the Budget Committee meeting they were talking about this in particular and a lot of discussion centered on the process in which they could retain the money for emergency purposes. There was a lot of confusion. It seemed pretty clear to me. However, based on the RSAs that we are governed by as a municipality both school and municipal is it not true - I know it's true for the town but I think it also applies to the schools - in the event that there was an emergency because someone said something. What if we lost part of a building? Not that that has never happened here in Hudson because it has happened, is it not true that they have reports for that now. We can call for a special town meeting. We can have a special town meeting to appropriate the expenditure of money to cover an emergency. Steve Malizia stated you'd most like have to petition the courts to have a special town meeting. Selectman Coutu thought we could have a special town meeting if there's an emergency. Mr. Malizia believes you'd have to petition the court. Selectman Coutu asked do you think if we went to the court and said a big portion of the building collapsed whatever and we need to get it done they're going to say no? There is recourse other than having to go through whole process. Mr. Malizia said you're correct. You have to go through the courts. You can't just declare a special meeting. We also have insurance. Selectman Coutu said I was wondering about that too. Most things have insurance. There are a few things - we didn't have insurance for example for the generator at the Fire Department. We had to take the money out of the end of year unassigned or non-expended monies to buy the generator. Mr. Malizia thought we upsized the generator if I'm recalling correctly so the insurance doesn't usually cover upsizing some things. I would picture an emergency on the school side - this is just my supposition - let's say they had 5 special needs kids move into town at a cost of half a million dollars. That's probably an emergency that's not going to get covered by insurance. That would maybe be something you'd want to have the ability to be able to do that. That's my speculation. We're insured for most every other physical peril. Now it may take time. You may have some cash issues but generally speaking we're insured. If you wanted to have a special meeting, you'd have to petition the court. I'm sure they'd grant it. I can't imagine why they wouldn't.

Selectman Coutu said I can't see why we wouldn't support it. It's going to be our obligation. You have to support it whether you like it or not. Mr. Malizia said typically yes. Selectman Coutu stated everyone is entitled to a free education. If they have special needs, they have special needs.

Steve Malizia said I'm just making that as an example but I can think of what would be a true emergency. That may very well be an emergency. You couldn't have foreseen it. You couldn't have planned for it. Selectman Coutu noted it's happened before and it can happen again. The example that was given a grandparent inheriting children and they have special needs and they're from another State but they have no place to go. The grandparent takes them in. We inherit them in the school system or any municipality would inherit them. We also have to provide the services that are necessary to educate that child in a manner in which is comprehensible to them.

Diane LaMothe added the next one an example to bring up because I did ask for examples. Our school attorney provided the explanation. Some examples of some unanticipated emergency expenditures that have been approved include facility problems and unanticipated special education expenses that districts have faced.

Selectman Martin said I go Selectman McGrath's census. Anybody else? Yes? No?

Selectman Roy asked for what.

Chairman Martin said what we were going to do is the next general and start at one. I just want to make sure that we cover everything that's all. Anybody got any other general comments before we take each warrant article.

Selectman Martin indicated #1 is the Alvirne High School renovations. "Shall the Hudson School District raise and appropriate the sum of \$17,550,000 for the design, construction, and equipping of additions and renovations to Alvirne High School and further to authorize the School Board to issue not more than \$17,550,000 in bonds or notes for the balance of the project costs in accordance with the Municipal Finance Act...and further raise and appropriate the additional sum of \$445,453 for the first year payment on the bond and authorize the School Board to take any other action necessary to carry out this vote or pass any other vote relative thereto."

Chairman Morin said that last sentence you read that's probably normal but that kind of bothers me where we are in the problem right now with the voc. tech not having enough money. Would that allow them for some reason they came up short that they could expend more money than what's approved?

Selectman Martin said I don't know.

Selectman McGrath said that question needs to be answered. The tax impact for that \$.14 on a 250 - I've done the calculation and I've gone over them with KC to make sure that I'm accurate. On this \$.14 for a \$250,000, the impact would be on that person's tax bill would be \$35 for the renovation of Alvirne High School in addition to the CTE project that's already been approve. We need an answer that Selectman Morin just presented before...

Kathy Carpentier thought this is pretty much standard language. I mean I didn't run it by our legal by any means but what it's saying is the School Board at the appropriation is the \$17,550,000 but if the interest rate was a little higher or lower, that that 445 could be adjusted. They're not saying they can spend more but they might need to have interest payments of more. That is what that line is saying. They would still only be able to spend the \$17,550,000 but the bond payment/interest payment might be different.

Selectman McGrath said if they have access in their budget throughout the year in different accounts, different line items, can they transfer that money to the renovation of the high school? Does this allow them to do that? Ms. Carpentier didn't believe so because a warrant article they can only spend \$17,550,000 but I don't want to speak to the school's policy.

Diane LaMothe said that sounds right to me.

Selectman McGrath asked didn't they do that for the CTE project. Ms. Carpentier apologized. I only know the policy. Selectman McGrath said you work for the town not the school. Okay.

Selectman Coutu said on that subject I'm only - Diane I'm not trying to insult you or your intelligence because I know you're a very intelligent woman - based on the history that we have before us when the Palmer project CTE Center and you know I was a strong proponent of the CTE Center, we heard all kinds of numbers thrown at us. Then they told us this was what it was going to be. The funding is going to be approved. We're all set. We started building it and the funding wasn't all there. So now we've started a project. We don't know if we're going to get the money. Everybody says everybody is on board but until it's passed I don't know what's going to happen three-quarters of the way through and the School Board discovered that the funds will not be available. I would suspect they will be because of that. If there's that kind of money for them to go around and say can give out, I would hope that they had enough to meet their commitment. What happens if there is no - what is the State \$4 million for the CTE Center.

Diane LaMothe said for the CTE Center, it was represented that the State was going to come through with \$17 million in funding but they split it between two biennium. We're still expecting the balance of the \$17 million to come. It isn't going to come until later. Selectman Coutu asked what if it doesn't. Ms. LaMothe said there are discussions on possible solutions. One would be having to extend the construction period. Construction would stop and then 8 to 10 months later when we're in the following biennium, construction could then begin again. The assertion was made and it will be held that the taxpayers are not going to be asked to fund more than the \$8,265,000. The school district is not going to go to the taxpayers for any more money on that. I believe the same will follow for this.

Selectman Coutu stated I'm just wondering what happens if the contractor comes back and says look it's been a year now, costs have gone up again, the tariffs have impacted us. This project is going to cost an additional \$300,000 over and above. The school just has to figure it out. Clause it out here or there or whatever just to get it down, right? That's basically what they'd have to do. Getting back to this warrant article, I suspect that the funding will be available so we have a smooth flow on the CTE project. I think the State is going to come through with the money. I think the Governor has heard enough from a lot of people about that. In this last line where it says, "the School Board to take any other action necessary to carry out this vote or pass any other vote relative thereto." Well there are presently no other warrant articles except for this one for an appropriation to design and construct an addition to Alvirne High School, correct. Ms. LaMothe agreed. Selectman Coutu said they're not going to take any action to carry out for the purpose of any other vote for relative thereto because there are no other votes thereto. Diane LaMothe state the thing is relative to as KC had mentioned the first year payment on the bond which is interest only. Until we actually secure the bond, we don't know exactly what the interest rate is going to be.

Selectman Coutu stated your interpretation is that this refers directly to the first year's bond payment. Kathy Carpentier agreed. If you go in the middle of this warrant article which Selectman Martin jumped over "authorize the School Board to issue, negotiate, sell, and deliver such bonds and notes and determine the rate of interest thereon. You know all of that depends on what the interest rate is when they go to buy this bond or if they get a note or something else. That number of interest might not be right. The appropriation...

Chairman Morin told Selectman Coutu I think I can answer your question if you don't mind. This is the circumferential highway warrant article. The last sentence says, "For the first year payment on the bond and authorize the Board of Selectmen to take any other action necessary to carry out this vote or pass any other vote related thereto." We have the same thing.

Selectman Coutu thought it's relevant to all bonding because that's Department of Revenue language. Steve Malizia stated that would be in the police bond. Standard, normal...Getting back to Warrant Article 1, Selectman Coutu said the renovation project said \$17,550,000 is what would be approved by the voters and that's an amount not to exceed. Ms. LaMothe said correct. That's the project total. Selectman Coutu noted I have a better understanding of the language. I'm good. Thank you so much.

Selectman Martin said \$17,550,000 and \$445,453. We're raising and appropriating that first year's bond payment.

Selectman Roy asked is that right.

Selectman Coutu stated \$17 million covers the first year's bond payment as well.

Selectman Martin said no. It's an addition to the \$17,550,000.

Selectman Coutu commented so it's an \$18 million project now.

Steve Malizia noted it's going to cost you more than that because you're going to make interest payments every year. So the 17 is the principal cost of the project. When you do a bond, you will have interest costs over is it 20 years or 30 years. Diane LaMothe indicated 30 years. Mr. Malizia stated you'll have interest payments over 30 years. You'll be well north of \$17 million. The first year's payment is usually a half a year bond payment just because of timing. That's where the \$445,000 comes in. That's just the first year half year bond payment. The second year, you'll get a full payment. I don't know the number. I don't have the schedule in front of me but that's typically how bond payments work.

Selectman Coutu indicated the first year is they want their interest I believe. There's nothing applied to the principal in the first year. Mr. Malizia said that's correct. That's a half a payment. Selectman Coutu stated that's how municipalities do it. So it's really a...Mr. Malizia said the full affect comes in in the second year. So once we looked at a bond schedule...Selectman Coutu said based on bonds at 4 percent, we're looking at approximately \$23 to \$26 million in the end. Mr. Malizia said at least if I had to think for 30 years yes.

Selectman McGrath asked why aren't we showing the full impact to the taxpayers of the cost of this project. \$17 million and you carry it out over 20 years or however long the bond is and whatever the interest rates are going to be, we can come up with some sort of an estimate and at least let the taxpayers know that this isn't an \$18 million project. It's more like closer to \$30 million.

Selectman Coutu asked did we not do that in the circumferential highway. There was one that had a breakdown of the...Steve Malizia indicated that's the bond payment schedule. That's a repayment schedule. Selectman Coutu said but you could add it up and figure out how much money.

Diane LaMothe wished I had the bond schedule with me and unfortunately I don't. I'm guessing that the wording here estimated tax rate impact is talking about the first year. Information that will be presented by the school, and Superintendent forums, and the budget hearing, deliberative they will show a schedule of the tax impact. I know I've seen in the past. I'm expecting it will happen again and it shows the second year is the highest and then the tax impact over the rest of the 30 years gradually comes down. The information will be provided but there's limitation as to what can be put in the warrant article is my understanding. So we can certainly find out.

Steve Malizia stated this is the prescribed language that you do for the warrant articles. It is what it is.

Selectman Roy asked did we do that for any of like the fire station where we put that plus the interest or is it just...Mr. Malizia said when you see the police warrant article, it will say \$4. Whatever million and that will be it.

Selectman Coutu noted there was no interest in the fire station. Steve Malizia noted nor will there be on the police station warrant either when we do the bond. We'll pay interest but it's not in the warrant article. This is the language you use. I didn't make the law. This is the law. Selectman Coutu said we're going to pay interest on the police station but we didn't pay any on the fire station. Mr. Malizia noted we didn't bond it.

Just on the proposed circumferential highway for example, Selectman Coutu stated the cost that we're seeking based on Elvis' estimates and conversations is \$45 million. A 30 year bond is going to cost us \$74,649,000 or \$29,649,000 over the \$45 million. That's a problem that it's like buying a house. You're making a mortgage payment and you bought a house for \$300,000 but you'll probably end up paying \$450,000 for it after a 30 year mortgage. We don't provide that number for the voters to see what the actual costs of the project is over the full term of the loan.

Diane LaMothe indicated we'll provide it.

Selectman Coutu indicated banks are required to disclose that when you have a mortgage. They're required to show you what your total payment is at the end of 30 years. You will pay that. I think that's what you're saying Selectman McGrath. Here we were disclosing it in our recommendation for the circumferential highway. We show we want to buy \$45 million. We know we're going to have to pay \$29,649,000 in interest for a total of \$74,649,000. Selectman Roy thought that's what you're saying is, is that information is going to be provided as part of the deliberative session, any public hearing. Diane LaMothe indicated any means possible we'll share that. Steve

Malizia said it's not part of the language of the warrant article. Selectman Roy reiterated it's not going to be part of the language of the warrant article. Selectman Coutu asked why haven't we heard it yet.

Selectman Martin said well it's just getting off the ground I think. Selectman Coutu stated it's been off the ground for - this is the third try on the ballot. I never heard what the total costs would be with interest.

Chairman Morin asked if there was any further discussion on Warrant Article #1.

Selectman McGrath indicated I'm not going to support it because I don't the voters are going to be presented with all of the information that they should be provided with. We can't work in the shadows. We shouldn't work in the shadows. This I think does that. I'm not in favor of it and that's my position.

Diane LaMothe added the Budget Committee recommended 8 in favor, zero against, 2 abstained just for the record. Our intention is to be fully transparent. We can't put it in the warrant article. We would if we could and we can't. We'll provide it at other places.

Selectman Roy said I am going to support it. I think that this project is long overdue and if we continue to kick the can down the road, it will just get increasingly more expensive. I take Board Member LaMothe's word as do the School board's word that they will fully disclose all of that information during the public hearing and deliberative session. I'll be supporting that.

Chairman Morin asked do you want a consensus or a vote.

Selectman Martin said just a consensus so I know where to go.

Consensus: Selectman McGrath - no; Selectman Roy - Yes; Selectman Martin - yes.

Selectman Coutu stated I want to qualify my vote if you don't mine. I've been to the school as you know on several occasions and so have you for other reasons. We've walked through that building not just this year but many years we've been in and out of that building. I heard all of the explanations for and I've heard all of the explanations against. I truly believe after careful consideration, and deliberation, and conversation that it's time to bring Alvirne High School into the 22nd century and move forward and put this behind us. I disagree with what the people are saying that this is going to provide better environment and a better quality education and I disagree with that settlement and I wish people would stop using it. People were educated and became scholars in a one-room classroom years ago. I was in a class and when I went into public school I was two years ahead of everyone else. I had a parochial education. There were 35 of us in a classroom. We had kids who had special needs but we didn't have special needs programming. They blended in, and they made them blend in, and they gave them the best education they possible could. We didn't have teacher's aides. They didn't have special needs teachers. These arguments about the building is going to improve the quality of education is a farce. It's a misnomer. It is not true. It's the educator. It's the curriculum. If we invested a couple of million dollars out of our pocket immediately to change the curriculum in the Alvirne school system, we'd see the grades go up. It's imperative and I know this School Board finally is taking steps to go in that direction. You have an Assistant Superintendent who is so passionate about curriculum and providing the curriculum that's necessary to bring our students to a higher grade level. Another argument that's made for this is doing this is going to have more people coming to Hudson and wanting to live here. It's not the building that's going to get people to come and move here.

Selectman Coutu said I've used this example and I may have told you about it Diane. An Executive from the Walmart Corporation moved up here and is going to be running the New York and Northwest which would be Ohio, Pennsylvania, and New England region for the Walmart Corporation and he closely assessed all of the school systems. I said to him so you'll be coming to Hudson. He looked at me and he laughed. He said no. I'm not coming to Hudson. I'm going to Hollis/Brookline (HB). If you look at their scores and their ratings, they do exceptionally well. The teachers work with the tools that they have and we're not from my perspective providing them the proper tools to do their job. I walk in the classrooms and I see whiteboards that are not being used. We spent thousands upon thousands of dollars on white boards. They're not being used. Some teachers like them and they are using them but a lot of them are not using them. It's those kinds of problems. However aesthetically, aesthetically the building is in dire need of an uplift. If nothing else, it will improve moral in the teaching staff tremendously. If nothing else, the remainder of the safety features that I think are required in today's environment are finally going to be

addressed. Something that should have been addressed back at Sandy Hook era not now. It's a little late but we're going to get it done. We've been fortunate thus far. I will be supporting it because I think it is time to bring the school into the 22nd century and give it a quality look. When I go see a performance I won't have to sit into a stuffy cafeteria with a makeshift stage to see the performance I'm seeing. I'm be in a theater and it will be more comfortable and if the School Board and the administration does what they promised that they were going to do, they will make sure that that auditorium will be available for other venues. I will be supporting the warrant article.

Chairman Morin thanked Selectman Coutu. You saved me from doing a lot of talking because I agree with you. I think some of the things that they're using to sell the school they made that problem. I agree that it could have been done a heck of a lot cheaper than it was and they made some of the problems they're in. I've had these discussions within the School Board and the Principal, and the Superintendent. I agree with you. I will be supporting it too but I'll tell you what we have our issues that are continuing and I will make sure that they get addressed. Thank you.

Selectman Coutu noted we'll start that process tomorrow morning.

Chairman Morin said correct we will. The consensus will be 4 in favor and 1 against.

Warrant Article 2 operating budget. Selectman Martin read, "Shall the Hudson School District vote to raise and appropriate as an operating budget not including appropriations by special warrant article and other appropriations voted separately. The amount \$56,710,504. Should this article be defeated, the default operating budget will be \$55,613,146."

Selectman McGrath indicated this budget contains a line item for full-day kindergarten. I calculated the impact to the taxes. The estimate tax rate of this operating budget of \$56,710,504 is \$14.03 times \$250,000 home, it would be \$113 increase to their taxes. Of that \$113, \$80 of it is for kindergarten. I sat with KC this afternoon.

Selectman Coutu indicated there's a default tax rate of \$13.68. It's a difference between the default tax rate and what it is.

Kathy Carpentier indicated I'm not clear of your question.

Selectman Coutu stated there's an estimated tax rate this entire appropriation. There's an estimated tax rate of \$14.03 but there's a default tax rate of \$13.68 which they're already paying. It's only the difference of \$14.03 and \$13.68 is the impact of this budget. Steve Malizia indicated you're already paying a tax rate for this year. We're not adding another \$14 to the tax rate. Selectman Coutu asked where did she come up with \$130 out of...Ms. Carpentier stated if you were to pass what the proposed budget is the \$56,007,000, it would be an additional \$113 to the taxpayers because it is going up \$.45 per thousand of your assessed value. Selectman Coutu apologized. Selectman McGrath accepted the apology - \$250,000 home. That's the median price of homes. Of that \$113 increase for a \$250,000 home, \$80 of that \$113 is for the full-time kindergarten which was a petitioned warrant article that failed. So they buried in the budget.

Selectman Martin explained there was a lot of discussion with the Budget Committee about this. I want to be clear that there is offsetting revenue coming from the State to offset. The ongoing costs I think that we talked about will be covered in the future years.

Selectman McGrath noted its \$960,000 in this budget that the taxpayers of Hudson have to pay/absorb. They voted down the petitioned warrant article a year ago. For transparency sake or to put it out into the light as opposed to the shadows, this is what the impact is going to be to the taxpayer.

Diane LaMothe added Mr. Martin mentioned it initially. We are receiving additional funding from the State if we implement full-day kindergarten in the amount of \$347,503 for FY21. That's a portion of the full amount that we will ultimately receive so the following year we would expect to see a larger amount of revenue from the State. The aide coming from the State for part-time kindergarten is currently \$1,800 per student. The full-time aide will be \$3,800 per student. It's not all going to be funded by the taxpayers. The State will be a source.

Selectman McGrath noted we pay taxes to the State.

Chairman Morin indicated the money that the town is paying and the State is paying on top of that or is that money to take away some of the onto us. Ms. LaMothe said it takes away from the town appropriation. Chairman Morin asked how are we going to see that back. Are you guys going to give it back to the town or how are we going to do that and what are we going to see in future years? Are we going to see that amount decrease on your budget - what you get from the State since that's a revenue?

Steve Malizia indicated you have to gross appropriate. So if you have an expense of \$5 million but if your revenue comes in at \$3 million, you'd have a \$5 million gross and a \$3 million revenue with a net of \$2 million. That's the basics and I'm not sure if one number is going to increase more than the other. I don't know.

Chairman Morin asked if it does are we going to see that money back to the taxpayers. Diane said if everything else remains constant yeah. If the State aide goes up, then the town portion would go down if the bottom line stays the same and everything else was constant yes.

Selectman Roy didn't believe that anybody tried to bury full-time kindergarten into the budget. Every time I've heard a School Board member discuss the budget for this year, they've been very clear that full-time kindergarten is part of that number one. Number two, I would expect if not this year in the very near future that will become a requirement. That will become a State educational requirement. SO we pay for it now or we pay for it when we're forced to pay for it. Again it may be a bigger expense.

Selectman Coutu asked Diane and I want to make sure I heard correctly from the Superintendent of Schools because you were there at the Budget Committee meeting. Someone asked from the Budget Committee and I don't know if it had to do with the default budget but I think it did. If the school budget were to fail and the default which is \$1.1 million less than what the school is asking for because the school is asking for \$1.1 million more this year to operate the schools. If they go to a default budget, the Superintendent was asked so what are you going to do about kindergarten. He said, "It's gone." So the kindergarten is not a priority. Diane LaMothe stated I would say it's a priority. It's very important. Selectman Coutu said the Superintendent speaking on behalf of the school system said we go to a default budget and you know every year you have about - how much money do you have - last year you spent \$800,000 of surplus, right? That would have almost funded kindergarten. Now he's saying he's going to sacrifice all-day kindergarten. Ms. LaMothe indicated it's because that would be the add on to our regular budget. We need to still meet the needs of teacher's salaries and other expenses already in the budget and recurring. Selectman Coutu agreed. Ms. LaMothe said it doesn't reduce the importance of full-day kindergarten. I guess it would just have to change our timing with implementing it if it doesn't pass.

Selectman Coutu stated when I see the number for surplus, it seems extraordinary it's \$800,000 or \$880,000 last year. We're anticipating over \$1 million this coming year. Next year it's a 2.5. You could be as much as a million dollars in surplus. It's only a half a percent of the budget which is pretty good. If you can keep your budget within half a percent that's fine. The point is that you're going to accumulate - we all do. We accumulate revenues from our salary accounts. Teachers retire, teachers get sick, they can't work, they've expended their sick leave or whatever, or they injured and they're being paid workman's comp. so all you're paying for is a substitute to come in so we're accumulating money in revenues. Ninety percent of your budget is for wage and benefits. Only ten percent is for paper and supplies, equipment, and what not. I understand that.

Selectman Coutu noted the point is I'm having a difficult time supporting Warrant Article 2 only because its \$1.1 million which is what I estimate might be a surplus next year based on all the numbers and the percentage every year that you seem to have leftover at the end of the year. I'm saying all right let them live with 556 and still implement kindergarten. He made a statement. He said no. Kindergarten is gone. So to me it's not a priority. I could think of other things to go so that you can bring kindergarten in. Two years ago I don't know if you were sitting on the School Board two years ago. Two years ago they were talking about or maybe it was last year they were talking about implementing full-day kindergarten and they asked the Superintendent could you implement it now if you had to. He said oh yeah we're ready. At the end of the year they said no we're not ready for kindergarten. They completely reversed themselves and that's the messages we keep getting. Those kinds of messages are confusing. If kindergarten is a priority, and for me it is a priority. I campaigned for it last year and it failed. Now it's being put in the budget but if it doesn't pass and we go to a default budget, I guess the Superintendent is equating that to well the voters don't want kindergarten. No they don't want your entire budget is what they're saying no to. There's not any specific items in there. I'm wondering why he says he doesn't want have kindergarten. That's what's bothering me.

Diane LaMothe noted he did not say that. Selectman Coutu stated I heard him. He said it at the budget meeting. Ms. LaMothe indicated the kindergarten cost is \$960,000. The default budget is \$1,099,000 lower than the budget in the warrant article. That kind of by process of elimination it looks like full-day kindergarten would not be possible if we're in default. We wouldn't be able to implement...Selectman Coutu said but if you accumulate \$800,000 or \$900,000 of surplus at the end of the year like you do every year that would cover it. Diane said I know that the goal is to have a one percent fund balance. If it goes any lower than that, it could be very concerning. So one percent of a \$56 million budget is \$560,000. The fund balance at the end of the year the unexpended fund balance can be returned to the taxpayer and there is a significant portion that is. It will help level the tax rate for the following year.

Point of order Mr. Chairman. Selectman McGrath stated we have a conversation going up here.

Just to conclude, Ms. LaMothe said every single board member - the Superintendent, the SAU office 100 percent are in support of full-day kindergarten. It is extremely important and we are being very transparent about it. That's also extremely important to us to be very clear this is in the budget. It's on the first page of the budget in the beginning section, in the elementary school section, and any presentation on it. On the operating budget its mentioned full-day kindergarten is in there. The part of your warrant article presented three different scenarios. I think it wasn't what taxpayers were looking for. This one plan is really the only option we have with the building that we have at the early learning center. It's definitely a final plan.

Selectman Coutu wanted Ms. LaMothe to know that I know on the basis of conversations that the School Board had, the School Board is fully in support of all-day kindergarten. I'm not so sure the administration is. Ms. LaMothe believed they are 100 percent. Selectman Coutu asked you have a default budget will you have kindergarten. Diane said I don't see how it would be possible. There wouldn't be funding for it. Selectman Coutu stated the answer is no. Diane said I suppose there's a way to explore that when we go down that road. I just don't see how.

Chairman Morin said I have the same concern for you. I can tell you, you guys have had a huge surplus for several years and let's look at the tennis court this year and the other things that you guys did. Do you know what I mean? If you can do that, you can certainly throw in this kindergarten and if you pass, you're going to end up with all that extra money again. That's what concerns me also.

Selectman Coutu said just so people out there are aware, the kindergarten is a \$900,000 expense. How much money did you spend on kindergarten last year? You had half a day kindergarten. We have an expense for that. This is for full day. It's not going to cost \$1 million to fund kindergarten. I will next year but we're already paying for kindergarten part time. We have salaries. We have kids going to kindergarten. We've been out there patrolling the streets watching them get off the bus and being escorted into school. We had an issue across the street so Chairman Morin and I went over and worked it out with the school and with the Police Department so none of the kids would get hurt and we're not blocking traffic across the street when they're coming into kindergarten. These are the things that we work on and we're on this side of the ledger. We're trying to work with the school system and get police involved when it's necessary and that was an issue that Selectman Morin and I dealt with.

Selectman Coutu noted kindergarten is being funded right now. There's an amount in the budget for that and that's not \$100,000. It's a lot more than \$100,000. So the full cost of kindergarten is not going to be - the full cost is going to be maybe \$900,000 but if we're already paying \$300,000, then the increase is only \$600,000. So how can you say you can't possibly fund kindergarten? That's all I have to say.

Chairman Morin noted that's where I was going because we did all this other stuff this year with extra money.

Selectman Roy asked do you know what the percentage increase it is from the default to this budget. Including the cost of full-day kindergarten, Diane LaMothe said the total budget is up 2.68 percent. Excluding the cost of full-day kindergarten, the budget is up .93 percent. Putting it in the budget, this was determined to be a great time for that because there were significant attempts to reduce the budget and that provides room for this increase for full-day kindergarten.

Selectman Coutu asked did the Budget Committee take any money out of the budget.

Selectman Martin noted we added and took out.

Diane LaMothe indicated they added \$2,850 for HMS radios to convert to digital so they work in the whole building and the School Board reduced it by \$4,990 because some new hearing screening equipment was purchased this year. HMS didn't realize that was going to happen in their budget. They had budgeted for hearing equipment. So we took that out of the budget. Selectman Coutu commented - pennies. Ms. LaMothe agreed. It's what we came up with.

Selectman Martin had a couple of things to piggyback off of that. It was determined they felt as the Budget Committee that they were going to do the radios that they have for communication at the school in two phases this year and next year. So we thought. Why not do it all at once and get it out of your way. It makes communication all around the school safer. Now my question is for KC. Can you not add to the default budget for something that's not budgeted yet? Not a recurring item in the budget. Kathy Carpentier said as long as it has a purpose and I can only speak for the town side. So we have a purpose called "police", we have a purpose called "fire", we have "recreation". The Board couldn't go put money towards a nursing home. So as long as kindergarten is rolling up as a purpose that they already have, then they could go use it. A default budget is based on prior year's approved operating budget plus contractual things minus one-time things get you this number. In the few years that we've had default budgets, the department heads would come up with recommendations for the Board on how to spend the money. So we might need to shuffle it around once we get the default budget but as long as we have the purposed lined out in the State forms, we could use that money.

Selectman Martin's question is it wouldn't be possible to fund full-day kindergarten in a default budget. Kathy Carpentier said it would be able to but that would be able to the Board on how they would want to spend it. The purpose is they already have kindergarten so if they wanted to make it full time they could. It would be up to the School Board.

Chairman Morin asked if there was any further discussion.

Consensus: Selectman Roy - yes; Selectman Martin - yes; Selectman Coutu - no; Selectman McGrath - no; Selectman Morin - no.

Selectman Martin said we're moving right on and we're not doing 3 and 4 because we don't have money involved in it yet. It wasn't presented at a Budget Committee. We'll now go back to Warrant Article 5 which is the fund balance retention. We just had a big discussion of that and I'd just like a consensus on what they would like me to support.

Chairman Morin asked does anybody else have any comments before we do a consensus.

Selectman McGrath reminded everyone that the town attorney is being consulted about this warrant article. I would like to either defer or vote no. One of the two. If they're getting legal advice, we can defer it.

Selectman Martin said we'll go on and we'll just come back to it in another meeting.

Diane LaMothe added prior to the request for legal advice, the Budget Committee did recommend 7 in favor, and none against, and 3 abstained.

Chairman Morin asked why are so many abstaining. Selectman Martin noted one of them is me because I didn't have a consensus. I'm voting on behalf of you. Chairman Morin noted this was just their straw vote is what we're seeing here. Selectman Martin answered pretty much.

Warrant Article #6 partial roof replacement at Hudson Memorial School. "Shall the Hudson School District vote to raise and appropriate the sum of \$300,000 to replace a section of the roof at Hudson Memorial School. Expected estimated tax rate impact of \$.10." It was 901500.

Chairman Morin asked if there was any discussion. If not, consensus.

Consensus: Selectman Martin - yes; Selectman Coutu - well knowing the condition of the school which they'll probably coming in in the next two years to rebuild most of that, I'm going to have to support it. The

roof is deteriorating. Selectman McGrath - yes but I want to add the calculation for this for a \$250,000 home, it's a \$25 hit on your tax bill. Selectman Roy - yes; Selectman Morin - yes. So it will be 5-0

Selectman Martin noted that's I have Mr. Chairman.

Selectman McGrath commented so I go back to this chart that the residents typically don't see. It's not in their tax bill but this the breakdown of the 2019 property tax bill. Municipal represents 27 percent of the tax rate. The County represents 6 percent and the educational component is 56 percent.

Just one last thing Mr. Chairman, Selectman Martin thanked our Finance Director Kathy Carpentier for assisting with getting the new document out to us so we had it all appropriated and in front of us. I really appreciate her hard work and efforts for the Board. Thank you.

L. Discussion on Town Volunteers

Chairman Morin noted this blows over from the last meeting and Selectman Martin you had asked that this get moved that night. Would you like to start the conversation?

Selectman Martin said I guess for me we made a decision that you don't have to wear them at a meeting. I do but I want people to know who I am. I really think that wholeheartedly if they're representing on town business in this business and they're coming to see somebody on town business about a function that they have on their board, then they should wear the ID absolutely. Just coming into Town Hall, I don't think it's appropriate to wear inside Town Hall.

Chairman Morin said you bring up a very good point before we get actually into the meat of the discussion. Going to several of my liaison meetings, they received the policy but none of the Chairmen decided to let the rest of the committee members know and go over the policy. The policy does say you don't have to wear it at the meetings because we all have name tags. The policy does say that when you're on town business you are to wear it but when they're just coming into Town Hall just to do their own stuff, they don't have to wear it. That message is not getting out there. I can tell you that because I've been to three committee meetings and nobody has talked about it. The Town Administrator did send it out as we requested. It just, again, I would ask the liaisons when you're with your committees to make sure that they review the policy so everybody knows.

Selectman McGrath stated I can speak for two boards that I attend - actually three - and I've relayed that information to all of them on at least one occasion and maybe a couple of occasions.

Chairman Morin said basically where we left off, and correct me if I'm wrong, we had two different ideas. We had the idea that we were taking these volunteers and like you just said when they're representing the town, they are part of the town, they should be following the rules. Then we had the discussion in reference to the Master Plan meetings that we were telling these people they can't go as representatives of the town. So are they always a representative of the town or do they have their right? That's what we need to just decide and move on.

Selectman Martin said they are citizens. They can go to those meetings. They don't have to go. If they want to wear this, God bless them. Come out Friday when we're doing the tree lighting ceremony and I will be wearing this. Chairman Morin indicated it had nothing to do with wearing the badge. Selectman Martin noted volunteer is a volunteer. I realize it's hard to find volunteers. Why are you penalizing them? Why would we penalize them? I have no reason to penalize them. To go to the extreme with these badges, it's just...you go to these visioning sessions for the Planning Board that the Town Planner put on. If you want to be there as a member of the committee, you're there as a member of the committee. You don't speak for the committee, you speak for yourself. You give your input. That's their privilege. To tell them no they can't go, absolutely not. I didn't go because I know I really can persuade talking to people and sometimes they'll change what their thinking and say oh that's what he told me. I stayed away from all those visioning sessions because it's going to be presented to this Board anyway. As well as keeping volunteers away, go get in there. If you need to be in there - this is our community and if you want to attend these visioning sessions and give your input, I'd like to see it 100 percent.

Selectman McGrath noted just a correction. They weren't told not to go. They were encouraged to have discussions at their board meetings the land use board members. They weren't told not to go but they were encouraged to have

the discussions at the land use board meetings and to forward that information to the visioning session. In any event, I think that that's a dead issue because the visioning sessions are done. I'll talk about that later.

Chairman Morin said thank you. You explained that very well on what you had meant and I believe that did a lot of clarification last week but I can tell you that before that clarification came out, people actually thought they were being told they could not go. That's why we ended up in the position we are. If nobody else had got anything, I'm good at this point if everybody else is. Thank you.

9. REMARKS BY SCHOOL BOARD

Diane LaMothe wanted to mention our strategic plan. The Budget Committee posed a great question. They wanted to see how our strategic plan tied into our budget. So there was actually a crosswalk between the strategic plan and our budget prepared which would be available. I can't say if it's on the website now but we can certainly put it up there if people are interested in seeing how our long-term plan is determining our budgeting decisions.

Ms. LaMothe stated I'd like to just conclude with our mission. I'd like this to become something that everybody can say with memory. Our mission states, "Innovative, learning practices and empowered educators facilitate and inspire learners to achieve personal academic excellence in a safe and dynamic environment that elevates their engagement as valued, active community members." That is our mission. Our vision is "Hudson exemplifies excellence in education."

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman McGrath - I have a few things. The Police Department is in the process of preparing a video that's going to be on HCTV I think mid-December. It's going to give a visual tour of the police department and the conditions that they're working under. When I saw that check being presented tonight, my first thought was that some of that money ought to go towards that project. For the people that are watching this meeting, keep an eye on HCTV. I don't know what channel it's going to be on. Do you Chief? Chief Avery indicated it will also be on our website. Selectman McGrath reiterated there will be a link on the Police Department's website as well so keep an eye out for that. It will give you a good indication of what the Police Department looks like and I think that people will be first of all impressed with the actual cleanliness and professionalism of that department but also the tight quarters. That's number one.

Number two, Selectman McGrath mentioned I heard about the last visioning session which occurred on Saturday. There was some misinterpretation or misstatements about the actual reason to have a Master Plan. I want to correct that tonight. For the people that are watching and the people that may have been part of that visioning session if they were overwhelmed by the comments by one person. The Master Plan update is a requirement by the State of New Hampshire RSA that governs the Planning Board. In order for the Town of Hudson and the Planning Board to collect impact fees for developments that are going to create a financial impact to the town, they have to have a Master Plan and they have to have a Capital Improvements Program (CIP) in place. This Master Plan update is not proposing is not being conducted in order to facilitate the expansion or the creation of the circumferential highway. That misinformation has been put out in the ethers and for people that are hearing that, it is not true. The Planning Board has to have a Master Plan update. It's required by law. It's required every few years. I forget if it's five years or ever so - 5 years for CIP. I think 10 years for Master Plan. In any event, that's the truth of the matter.

Number three, Selectman McGrath said I mentioned this at the last meeting for Chief Avery and Chief Buxton. There's a church at the south end of town called "The New Life Christian Church". I drive by it every time I drive up Lowell Road. They have a sign and for two or three weeks they had "Lord, please protect our police officers". Then they had the fire department. This week they have a prayer for the protection of our community. I think a letter ought to be sent to them thanking them for just - as people drive by that, I think that it probably makes them feel good about their...I don't go to that church. I've never been in it but it's a nice message that they're promoting for the town.

Selectman McGrath noted the last thing - Happy Thanksgiving to everyone and thank you to all of the first responders that are going to be working over the holiday and missing out on time with their families.

Selectman Coutu - Diane I want to thank you for your engagement with us this evening. I learned a lot and it's good to have somebody who can articulate such as you to keep us abreast to what's going on. I hope this line of

communication continues and expands. One of the best ways to appease me is to be serious about government day. This is my tenth year out of 12 requesting that we have a government day. Chairman Morin and I spent a good hour and a half with the entire civics teaching and department head. We were assured - this was last year - we would be hearing back from them. We're still waiting for that answer. This was last year. Not last semester, last year. Never a yes, or no, maybe, nothing. We tried to open the line of communication. We try to work with people. The Civics Department opened its doors to Chairman Morin and I to sit down with them and the entire staff. We had approximately - I didn't think you had that many teachers in civics. What were there 4 or 5 teachers in the class? Some might do half day civics and the other half something else that they might be engaged in. This is why it's important Diane.

Whether we like it or not on Election Day whether it's municipal election, State election, federal election - we have buses that bus some of our children from the school building to the voting booth. These kids don't know what they're voting for. They're voting for whoever in the school told them how to vote. That's how they're going to vote. If you were to see their ballots when they leave, and I don't see them but I guarantee you those are the pages they go to. We find a bunch of blanks on the town side ballots because they don't know how to vote on that. These kids don't even know anything about their government. Again I can't impress upon people enough. I know this is a Presidential year. We are going to have 18,000 people show up for the Presidential election. It's going to have little or no impact on how much you dish out locally in taxes. At the municipal election where you have serious control about how your money is being spent, only 3,000 or 4,000 show up. I'd like our kids to be better educated. I know that they were entertaining some of us to go and do civics classes with them at their advice and then they stopped doing that as well. Still I think it would be nice to have students engaged in what we actually do. Come to a meeting. Read our agenda. Prepare a fake agenda for them to be able to see how they would govern and listen to their deliberations. I still would like to pursue that. That's number one.

Selectman Coutu said number two, Mr. Chairman and Mr. Malizia there's been a problem recently. Several committees have new chair people I believe. For the most part, most of them are in place. It is imperative for the sake of being able to broadcast all of our meetings in a timely fashion and have our staff to come in and get all of the equipment on; they need access to this building one half hour before any committee meeting. It had always been the practice of the committee chair to assign someone to come here early. Some committees did it on an alternative basis. Next week Jim can you come at 6:30 to get the door open for the HCTV person to be able to unlock their door and get the cameras up and running. There has been occasion of late where people haven't shown up until 10 minutes of 7 and they're expected to do 20-25 minutes' worth of work in 10 minutes. Just as a courtesy to HCTV to be able to have the building access - if you want to sit down with Jim and see if you can work something else out with him, that would be appreciated.

Chairman Morin told Selectman Coutu it's a good thing I live close. I have been called several times. Selectman Coutu said it was good that you were close when you were a firefighter too. Again I want to wish everyone - my colleagues on the Board of Selectmen, and people in the room, and the viewing audience a blessed and a safe Thanksgiving. I hope you all have an opportunity to spend time with family and/or friends or both. Enjoy the holiday. I'll reiterate what the Chief said, please drive safely. Please do not consume alcohol and drive your vehicle. You might just be down the street but god forbid that someone else goes through a red light or a stop signs and hits you and they detect alcohol on your breath, you'll be at fault 50 percent regardless and you may still get arrested for DWI. Thank you Mr. Chairman.

Selectman Roy - First I want to talk a little bit about the listening sessions. I went to all four of them. I want to give a lot of kudos to the Town Planner. He did an excellent job of facilitating those. I listened a lot and I don't want to say I was surprised but I was impressed by some of the things that the citizens came up to. I do want to clarify what Selectman McGrath said so that there's no misunderstanding. The person who expressed his belief that this was somehow associated to the circumferential highway was a citizen. He wasn't anybody that was a town employee. He was there as a citizen. That's not a message that was put out by this town - Mr. Groth or Mr. Minkarah. I would encourage everybody that the survey is closed but I would encourage everybody to go on the website. You can see the results and you can see some of the comments that folks made about where they think this town should go and again I think you can learn a lot from looking at those.

Other than that, Selectman Roy hoped everybody has a happy and safe Thanksgiving. It is my favorite day of the year.

Selectman Martin - For all of you that would like to watch, come participate next Wednesday the 4th of December. We will start viewing the Town's budget. I was advised to bring a big magnifying glass because we're going to review it. That's that. I don't have anything else except to say that I want to wish everybody a safe and happy Thanksgiving. I'd also like to send out a big shout out to the first responders - the Police Department, the Fire Department, and maybe the Public Works Department if some of that white stuff comes out of the sky. I'm waiting for it. I can't wait for it. Thank you for being out there for us when we don't want to be out there and looking out for our well-being. It's an undaunting task to keep up with these people sometimes. They do it very well. That's all I have.

Selectman Morin - So where shall I start. It's a long one. Ready? First I would like to echo Selectman Roy's words on the vision meetings. They went very well. Brian did an outstanding job with that. Second, I would like to thank the members of the Police Department. They had a very long weekend last week with two very serious incidents. No one got hurt and everything came out at the end so I appreciate that especially for our town. Two incidents like that right in a row is not common at all and they did an outstanding job.

You mentioned the Library Street School earlier. That started on Monday the new traffic pattern and I actually went over Monday and Tuesday. I got a chance to talk to some of the parents. Captain Bianchi was there both days. Between the staff at Library Street School if you could please pass on my grateful thanks because they worked very well with everybody. Captain Bianchi went between both sites. I went between both sites and talked with some parents. There were a few things that I adjusted actually while we were out there to make it better and it went very well. We had some concerned parents that we talked to and explained the situation. I actually got to talk to a couple of neighbors and they were very happy. So the whole plan I think overall is going to work well and everybody will be satisfied with the outcome.

Selectman Coutu asked was that the plan that we had recommended. Chairman Morin said yes that the Police Chief and the Fire Chief came together with.

Chairman Morin had a quick question for Selectman Coutu from the Benson Committee. Have you had a chance to get a hold of the Governor in reference to the roof? They were talking about that and they wanted to know where they should move forward. Thank you Sir.

Chairman Morin indicated the Board of Selectmen are all invited on December 14th at noon to participate in the Wreaths Across America. There will be a ceremonial wreath will be laid at noontime at the Hills Farm Cemetery and if everybody can make it. Once that ceremony is complete, they're going to fan out across the town placing wreaths at all the veterans' graves of cemeteries throughout town.

Chairman Morin commented Mrs. LaMothe, Patti Barry, and myself met last week and we came up with some voter public service announcements that we had talked about earlier. Patti sent us what 5 or 6. Anyway she did a real good job. She had her employees come up with the different posters and stuff like that. As soon as we can get together and finalize this stuff, we'll be bringing it to the Board and Diane will bringing it to the School Board that it's going to have some funds that are going to be needed for printing up posters and stuff to get out to the public. We talked about both boards sharing the expense. We had this long discussion we need to get voters out there so we're working on that.

Chairman Morin stated I was asked about the voting place. The Moderator will be here at the next meeting so that we can have that discussion so we can move forward with that.

On Friday, Santa is coming to the Town Common. I will be there. Everybody else is invited if they would like to be. Other than that, I wish everybody a happy thanksgiving.

Selectman Martin had one further thing to go back a little bit to Selectman Coutu's comment about students going and voting. I will tell you that my young lady will be 18 in January. I have already advised here she will go and register to vote with me and I will bring her to voting so she has a better understanding and go through everything so she understands the process. Thank you Mr. Chairman.

Steve Malizia noted I have a couple of public service things if you want. I just wanted to let everybody know that town offices will be closed on Thursday and Friday for Thanksgiving. So offices are closed. Trash pickup will be delayed one day after Wednesday. So there will be no pickup on Thursday. If your day is Thursday, it will be Friday.

If yours is Friday, it will be Saturday. Dump day is on Saturday, November 30th, from 8 to noon at the West Road landfill. Our new Executive Assistant will be starting on Monday. So we all look forward to that. There will be a police swearing in and promotions award ceremony on Tuesday, December 17th, at the Community Center starting at 3 p.m.

Chairman Morin apologized to Selectman McGrath I had it written down and almost missed it. When we have our Selectmen's comments, we had a brief discussion Selectman McGrath and myself to maybe have the Town Administrator just give us an update on what's going on and what we've asked to have done and things like that. What would the Board like to do add that before Selectmen's comments? The Board said yes.

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; and RSA 91-A:2 (a) Strategy or negotiations with respect to collective bargaining, carried 5-0 by roll call.

Chairman Morin entered Nonpublic Session at 9:49 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 11:00 p.m.

Motion by Selectman McGrath, seconded by Selectman Martin, to approve the Town Administrator's request to buy back eighty (80) hours of his vacation time, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to approve the Tentative Agreement with the Hudson Police Employees Association for a successor contract, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, to forward Warrant Article U for the Hudson Police Employees Association contract to the FY2021 Warrant, carried 5-0.

Motion by Selectman Roy, seconded by Selectman McGrath, to approve the Tentative Agreement with the Hudson Public Works Union, AFSCME Local 1801 for a successor contract, carried 5-0.

Motion by Selectman Roy, seconded by Selectman McGrath, to forward Warrant Article V for the Hudson Public Works Union, AFSCME Local 1801 contract to the FY 2021 Warrant, carried 5-0.

12. ADJOURNMENT

Motion to adjourn at 11:03 p.m. by Selectman Coutu, seconded by Selectman Martin, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

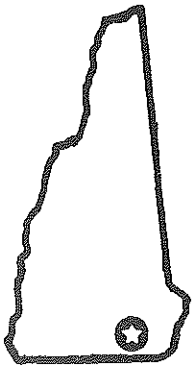
David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

Norman G. Martin, Selectman



7.B

Agenda
12-10-19

TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051



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

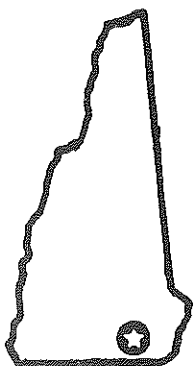
Date: December 3, 2019

Re: Sewer Utility Abatement Applications

At the Board of Selectmen meeting on November 26, 2019, the Board deferred action on four (4) Sewer Abatements as they were received after the October 2019 quarterly sewer bills were sent. A review of the Sewer Utility Policy and Procedures, Section N. Abatements, Paragraph 3 a. states that "Sewer bills and fees may be contested within thirty (30) days from the issuance date of the bill." A review of each of the abatement requests indicate that they were all received well within the thirty (30) day period after the bills were issued on October 25, 2019. These abatements were requested because the property owners forgot to submit their auxiliary meter readings to the Sewer Utility Clerk before the quarterly sewer bills were printed. The Municipal Utility Committee has reviewed all of the abatement requests and has recommended that the Board of Selectmen approve the requests. The following motion is appropriate if the Board votes to approve the abatement requests:

Motion: To approve Sewer Utility Abatements S-UTL-20-06, S-UTL-20-07, S-UTL-20-08 and S-UTL -20-09 as recommended by the Municipal Utility Committee.

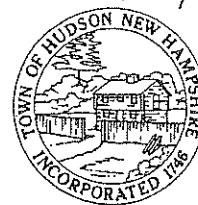
Should you have any questions or need additional information, please feel free to contact me.



TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051

7.C

Agenda
12-10-19



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: December 5, 2019

Re: School District Warrant Article 5

At their meeting on November 26, 2019, the Board of Selectmen deferred voting on School District Warrant Article 5 in order to solicit a legal opinion from Town Attorney David Lefevre. Attorney Lefevre's opinion is attached for the Board's review. Attorney Lefevre does state that the article is in the proper form but raises questions about the article for the School Board to answer. As Selectman Martin was looking for direction from the Board as to how to cast his vote on the School District warrant articles, a consensus of the Board for School District Warrant Article 5 is all that is necessary.

Hudson School Superintendent Larry Russell has offered to attend a Board of Selectmen meeting to review the School District's warrant articles and answer any questions that the Board may have about them. As the Board has already offered direction to Selectman Martin on how to vote on the articles as the Budget Committee liaison, I wanted to check with Board to see if they wanted to speak with Superintendent Russell before putting him on the agenda.

Should you have any questions or need additional information, please feel free to contact me.

**PROPOSED WARRANT ARTICLES
2020-2021**

**Warrant Article 5
Fund Balance Retention**

To see if the school district will vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment, in accordance with RSA 198:4-b, II. Such fund balance retained may only be used to reduce the tax rate or for emergencies to be approved by the Department of Education under RSA 32:11.

Recommended by the Hudson School Board 5-0-0
Recommended by the Budget Committee 7-0-3

**Warrant Article 6
Partial Roof Replacement at Hudson Memorial School**

Shall the Hudson School District vote to raise and appropriate a sum of \$300,000 to replace a section of the roof at Hudson Memorial School?

Estimated tax rate impact: \$0.10

Recommended by the Hudson School Board 5-0-0
Recommended by the Budget Committee 9-0-1

Malizia, Steve

From: David Lefevre <dlefevre@tarbellbrodich.com>
Sent: Monday, December 2, 2019 4:30 PM
To: Malizia, Steve
Subject: School District Warrant Article 5

Steve:

I have reviewed materials your forwarded to me, as well as, viewed the Budget Committee meetings relative to School District Warrant Article 5. Let me offer the following, and if the Budget Committee would like me to attend a meeting, please just let me know. I apologize in advance for such a lengthy e-mail. I assume you will forward this e-mail to the Budget Committee. I would add that if this e-mail leaves unanswered any specific question, please just send me any specific questions. In no particular order:

First, I view RSA 198:4-b, II, as essentially creating another class of fund, much like a reserve fund, revolving fund, trust fund, etc. Specifically, a "contingency" fund. The critical components being: 1) that it can be funded with year-end unassigned general funds, 2) the reserves cannot exceed 2.5% of the current fiscal year's assessment, and 3) the purposes for which the funds may be used are limited to "emergency expenditures," "overexpenditures," or "to reduce the tax rate."

Second, the Article is proper as to form. As written, proposed Article 5 states:

"To see if the school district will vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment, in accordance with RSA 198:4-b, II. Such fund balance retained may only be used to reduce the tax rate or for emergencies to be approved by the Department of Education under RSA 32:11."

I note that it states "such fund balance retained **may only be used** to reduce the tax rate or for emergencies . . ." Thus, as written, the Warrant Article only contemplates two (2) purposes for which the funds may be utilized: 1) reducing the tax rate, or 2) emergencies. The reason I draw this to your attention is that the statute also authorizes use of the funds for a third purpose, which is "overexpenditures." Keeping in mind that the statute is merely the enabling legislation, it is my position that the School District can authorize retention of these funds for all or only some of the permissible purposes. It is not clear to me whether or not this omission is intentional or not, but the School District may wish to revise the Warrant Article if it has not been limited intentionally, or would like to include the ability to use the funds for overexpenditures. A simple amendment would be "to reduce the tax rate, or for emergency **expenditures and overexpenditures** to be approved by the Department of Education under RSA 32:11."

Third, with regard to the amount/percentage of the unassigned general funds to be retained, albeit not to exceed 2.5 percent of current fiscal year's net assessment, I think the Warrant Article is slightly ambiguous. I do not understand the Warrant Article as authorizing the School Board to decide how much is retained in any given year. I see the Warrant Article as authorizing retention of up to 2.5 percent, assuming there is at least that much remaining year-end, or less if there is not that much remaining, until in subsequent years the 2.5 percent is reached. If the intention is for the School Board to decide, I would suggest an appropriate amendment which makes that clear. Likewise, if the intention is that the legislative body decide, which is how I read it, but people are concerned about maintaining that 2.5 percent, the Article to could be amended to a lesser percentage.

Fourth, regarding "overexpenditures." It is very important to read RSA 198:4-b, II, together with RSA 32:11, which is incorporated by referenced. I think the use of the word "emergencies" is a little bit unfortunate and confusing. While RSA 198:4-b, II, specifically states the funds may be used for "emergency expenditures and overexpenditures, and RSA

32:11 is titled "Emergency Expenditures and Overexpenditures," whether or not an expenditure is an emergency has less to do with "what" is a permissible overexpenditure, and more to do with "how" the overexpenditure is authorized.

The text of RSA 32:11 essentially defines an "overexpenditure," whether an emergency or not, as either: 1) a expenditure which results in "an overexpenditure of the total amount appropriated for all purposes," i.e. exceeds the bottom line, or 2) an expenditure for which no appropriation has been made. In order to justify any such overexpenditure, there have to be "unusual circumstances" that "make it necessary." Stated otherwise, an emergency may very well be justification for such an overexpenditure, but not all overexpenditures have to be emergencies.

I would note that while the universe of potentially permissible overexpenditures is really quite broad, and intentionally so, the reality is that there have to be unusual circumstances and the overexpenditure has to be a necessity. The intention of the statute is not to provide the School Board with a 2.5 percent margin in which to administer its budget; the purpose is to provide a source of revenue for both unusual and necessary expenditures for which the budget contains no appropriation, or which result in an expenditure that exceeds the budget's bottom line.

Fifth, regarding the process for authorizing such expenditures, including emergencies, RSA 32:11 contemplates the School Board submitting an application to the Budget Committee, the Budget Committee's approval, followed by the approval of the Commissioner of Education. Essentially, the School Board is not the designated agent to expend; they need both Budget Committee and Education Commissioner approval prior to making the expenditure. The exception is for a "sudden or unexpected emergency," in which case the School Board could make the expenditure without prior approval. The School Board would still need to obtain "after-the-fact" approval from the Education Commissioner, but, Budget Committee approval is not necessary under those circumstances, i.e. a true emergency. A true emergency which would require an overexpenditure without prior approval from the Budget Committee, and would only require approval the Education Commission after the overexpenditure, would be extraordinarily rare.

Lastly, regarding use of the funds to reduce taxes. I do not believe Budget Committee approval or approval from the Commissioner of Education is necessary to use the funds to reduce taxes. The question I have, and I do not have a definitive answer, is whether the School Board should be considered the general agent to expend for this purpose, or whether that expenditure has to be authorized by the legislative body of the School District. I will gladly defer to School District counsel on that question.

TARBELL & BRODICH, P.A.

/s/ David E. LeFevre

By: David E. LeFevre, Esq.

45 Centre Street

Concord, New Hampshire 03301

Telephone: (603) 226-3900

Facsimile: (603) 225-5398

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TITLE XV EDUCATION

CHAPTER 198 SCHOOL MONEY

District Taxes

Section 198:1 to 198:3

198:1 to 198:3 Repealed by 1999, 17:58, VII, eff. April 29, 1999. –

Section 198:4

198:4 Estimates. – The school board of each district in its annual report shall state in detail the additional sums of money, if any, which will be required during the ensuing fiscal year for the support of the public schools, for the purchase of textbooks, scholars' supplies, flags and appurtenances, for the payment of the tuition of the pupils in the district in high schools, academies, and any nonsectarian private school approved as a school tuition program by the school board in accordance with law, and for the payment of all other statutory obligations of the district.

Source. RS 72:2. CS 76:2. GS 77:2. GL 85:2. PS 88:2. 1909, 52:1. 1915, 68:1. 1919, 106:21. 1921, 85, VI:4. PL 121:4. RL 140:4. 2017, 182:6, eff. Aug. 28, 2017.

Section 198:4-a

198:4-a Report of Appropriations Voted. –

- I. The commissioner of revenue administration shall adopt rules, pursuant to RSA 541-A, relative to blanks for certifying appropriations by the school board and the information which they must contain.
- II. The school board shall, annually within 20 days of the close of the meeting as required in RSA 21-J:34, II, certify to the commissioner of revenue administration, the state department of education and the board of selectmen upon said blanks provided by the commissioner, a certificate of the several appropriations voted by the district and estimated revenues, so far as known.
- III. The commissioner of revenue administration shall examine such certificates and delete any appropriation which is not made in accordance with the law, and adjust any sum which may be used as a setoff against the amount appropriated when it appears to the commissioner of revenue administration such adjustment is in the best public interest.
- IV. The commissioner of revenue administration shall compute the rate percent of taxation for school district purposes from such certificate.

Source. 1963, 120:6. 1973, 544:8. 1981, 128:28. 1994, 147:7, eff. July 22, 1994.

Section 198:4-b

198:4-b Contingency Fund. –

- I. A school district annually by an article separate from the budget and all other articles in the warrant, or the governing body of a city upon recommendation of the school board, when the operation of the schools is by a department of the city, may establish a contingency fund to meet the cost of unanticipated expenses that may arise during the year. A detailed report of all expenditures from the contingency fund shall be made annually by the school board and published with their report.
- II. Notwithstanding any other provision of law, a school district by a vote of the legislative body may authorize, indefinitely until specific rescission, the school district to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment pursuant to RSA 198:5, for the purpose of having funds on hand to use as a revenue source for emergency expenditures and overexpenditures under RSA 32:11, or to be used as a revenue source to reduce the tax rate.
- III. The legislative body of the city of Manchester, upon recommendation of the school committee, may authorize, indefinitely until specific rescission, the school district to retain year-end unassigned general funds.

Source. 1965, 123:4. 1998, 389:12, eff. Oct. 1, 1998. 2012, 221:1, eff. Aug. 12, 2012. 2014, 190:6, eff. Sept. 9, 2014.

Section 198:4-c

198:4-c Building Trades Fund. – Any school district may appropriate money to establish a revolving fund to aid instruction in the building construction trades. The fund shall be used to pay necessary costs of construction projects which are carried out as part of the instructional program, including the purchase of real estate. No project shall be undertaken unless the fund contains enough money to cover the proposed budget. When the building is completed it shall be sold and the money received put into the fund for use in another construction project.

Source. 1981, 164:1, eff. June 2, 1981.

Section 198:4-d

198:4-d Reports Required; Cities and School Districts. –

- The governing body of each city and school district shall submit to the commissioner of the department of education the following reports pursuant to rules adopted under RSA 541-A by the commissioner of revenue administration which establish the form and content of such reports:
- I. A report filed by the governing body of each city and school district shall certify the appropriations voted by the meeting of the appropriate legislative body, whether city council, mayor and council, or mayor and board of aldermen, or by each annual or special school district meeting, along with estimated revenues. This report shall be filed within 20 days of the close of the meeting.
 - II. A report filed by the governing body of each city and school district shall revise all the estimated revenues for the year. This report shall be filed by September 1 of each year. The revised estimates by school districts for the adequate education grants calculated under RSA 198:41 shall be considered the most accurate within 5 percent of the amount estimated pursuant to RSA 198:40-a.
 - III. A financial report for each city and school district shall be filed showing the summary of receipts and expenditures, according to uniform classifications, during the preceding fiscal year, and a balance sheet showing assets and liabilities at the close of the year. This report shall be submitted on or before September 1 of each year. Each statistical report submitted under this section shall include a certification signed by the chairperson of the school district's governing body or the chairperson of the board of trustees of approved public academies that states: "I certify, under the pains and penalties of perjury, to the best of my knowledge and belief, that all of the information contained in this document is true, accurate and complete."

III-a. The department of education and the department of revenue administration together shall develop and recommend school accounting standards. The departments shall report to the speaker of the house, the senate president, and the governor concerning such accounting standards on or before December 1, 1999.

IV. The budget committee in school districts operating under the municipal budget law shall file the budget within 20 days of the close of the annual or special meeting.

V. If a city or school district is audited by an independent public accountant, it shall submit a copy of the audited financial statements in accordance with RSA 21-J:19, III.

VI. If a city or school district is audited under RSA 671:5, the procedures in RSA 41:31-a through 41:31-d shall be followed.

Source. 1989, 357:4. 1998, 389:3, 4, eff. Oct. 1, 1998. 2010, 262:3, eff. Sept. 4, 2010. 2012, 198:7, eff. July 1, 2012. 2016, 8:12, eff. Mar. 16, 2016.

Section 198:4-e

198:4-e Annual Report Required; Towns. – The governing body of each town shall submit to the commissioner of the department of education, within 20 days of the close of the annual town meeting, a copy of the annual town report.

Source. 1989, 357:4, eff. Aug. 1, 1989.

Section 198:4-f

198:4-f Penalty for Failure to File Report. – A school district, city, or public academy shall file the report due under RSA 198:4-d, III no later than September 1 of each year. For just cause, the commissioner of the department of education may grant a school district, city, or public academy up to a 30-day extension to this reporting deadline. The commissioner may further extend the deadline when unusual or unforeseen circumstances prevent a school district, city, or public academy from submitting the required report before the expiration of the extension provided in this section. The commissioner shall notify the governing body of the school district, city, or public academy that all state aid to education shall be withheld until complete and accurate information is submitted.

Source. 1989, 357:4. 2003, 314:4, eff. July 22, 2003.

Section 198:5

198:5 Assessment. – The selectmen of the town, in their next annual assessment, shall assess upon the taxable property of the district a sum sufficient to meet the obligations above enumerated, with such alterations thereof as may be voted by the district, and shall pay the same over to the district treasurer as the school board shall require for the maintenance of schools.

Source. RS 72:2. CS 76:2. GS 77:2. GL 85:2. PS 88:2. 1909, 52:1. 1915, 68:1. 1919, 106:21. 1921, 85, VI:4. PL 121:5. 1927, 20:1. RL 140:5.

Section 198:6

198:6 Assessment on Ward's Property. – When a guardian and ward reside in the same town the selectmen shall assign the tax assessed upon the ward's personal property to the school district in which the ward lives and has a home.

Source. 1852, 1308:1. CS 76:5. GS 77:5. GL 85:5. PS 88:5. 1921, 85, VI:8. PL 121:6. RL 140:6. 1996, 195:4, eff. Aug. 2, 1996.

Section 198:7

198:7 Neglect to Assess, Etc. – If the selectmen neglect to assess, assign or pay over the school money as aforesaid they shall pay for each neglect a sum equal to that so neglected to be assessed, assigned or paid over, to be recovered by action of debt, in the name and for the use of the district by the school board.

Source. RS 72:5. CS 76:6. GS 77:6. GL 85:6. PS 88:6. 1921, 85, VI:8. PL 121:7. RL 140:7.

State Aid

Section 198:8

198:8 Repealed by 1985, 244:15, I, eff. July 1, 1985. –

Section 198:9

198:9 Repealed by 1985, 244:15, II, eff. July 1, 1985. –

Section 198:10

198:10 Repealed by 1985, 244:15, III, eff. July 1, 1985. –

Section 198:10-a

198:10-a Repealed by 1985, 244:15, IV, eff. July 1, 1985. –

Section 198:10-b

198:10-b Repealed by 1985, 244:15, V, eff. July 1, 1985. –

Section 198:11

198:11 Repealed by 1985, 244:15, VI, eff. July 1, 1985. –

Section 198:12

198:12 Repealed by 1985, 244:15, VII, eff. July 1, 1985. –

TITLE III TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 32 MUNICIPAL BUDGET LAW

Expenditures

Section 32:11

32:11 Emergency Expenditures and Overexpenditures. –

When an unusual circumstance arises during the year which makes it necessary to expend money in excess of an appropriation which may result in an overexpenditure of the total amount appropriated for all purposes at the meeting or when no appropriation has been made, the selectmen or village district commissioners, upon application to the commissioner of revenue administration or the school board upon application to the commissioner of education, may be given authority to make such expenditure, provided that:

I. Such application shall be made prior to the making of such expenditure. No such authority shall be granted until a majority of the budget committee, if any, has approved the application in writing. If there is no budget committee, the governing body shall hold a public hearing on the request, with notice as provided in RSA 91-A:2.

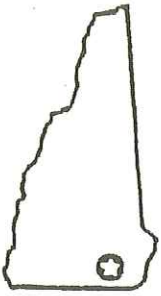
II. The commissioner of revenue administration or the commissioner of education may accept and approve an application after an expenditure if caused by a sudden or unexpected emergency, in which case paragraph I shall not apply.

III. Neither the commissioner of revenue administration nor the commissioner of education shall approve such an expenditure unless the governing body designates the source of revenue to be used. Neither commissioner shall have the authority to increase the town or district's tax rate in order to fund such an expenditure.

IV. When applying to the commissioner of education for such authority, the school board shall send a copy of such application to the department of revenue administration. The commissioner of education, when granting authority to the school board, shall notify, in writing, the commissioner of revenue administration of any and all authorizations given to school boards for emergency expenditures or overexpenditures, and the revenue source for funding such expenditures.

V. Notwithstanding paragraphs I through IV, if the legislative body has by warrant article established a contingency fund in the annual budget for the purpose of unanticipated expenses, the board of selectmen may expend funds from such account to meet the costs of such expenses.

Source. 1993, 332:1, eff. Aug. 28, 1993. 1996, 214:5, eff. Aug. 9, 1996. 1999, 140:1, eff. Aug. 24, 1999. 2013, 115:1, eff. Aug. 24, 2013.



TOWN OF HUDSON

Police Department

8.A

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



RECEIVED

DEC 05 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

*William M. Avery, Jr.
Chief of Police*

*Captain Tad K. Dionne
Operations Bureau*

*Captain David A. Cayot
Administrative Bureau*

To: The Board of Selectmen
Steve Malizia, Town Administrator

From: William M. Avery, Chief of Police *WMA*

Date: 05 December 2019

Re: Agenda Item – 10 December 2019

Scope:

The police department would like to meet at the next scheduled Board of Selectman meeting on 10 December 2019. Numerous businesses in the community have made donations in the total amount of \$1,715.46 to be used towards the needs of our comfort dog, Haven.

Motion:

To accept the donations in the total amount of \$1,715.46 from the businesses in the community.



Malizia, Steve

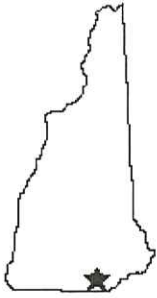
From: Downey, Jason
Sent: Thursday, December 5, 2019 10:09 AM
To: Malizia, Steve
Subject: Donation numbers

Mr. Malizia,

per our conversation here are the following donations.

DCU	\$200
Granite State Subaru	\$1,000.00
Sullivan Tire	\$100.00
Citizens Bank	\$120.00
Enterprise Bank	\$250.00
Old Homes Day (donations)	\$45.46

Thank you,
Jason



TOWN OF HUDSON MODERATOR



8-B

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

December 6, 2019

To: Board of Selectmen

From: Paul Inderbitzen, Town Moderator *PI*

cc: Chief William Avery
Jess Forrence, DPW

Re: Possible locations for the February 11, 2020 and November 3, 2020 Election.

In preparation for your December 10th meeting to discuss Voting place location for the Presidential Primary and Election, I make the following recommendations:

1. The Presidential Primary should be held at the Community Center. Due to the lateness in the State setting the date, it would be too difficult to request the School Board to change their schedule for the school day.
2. For the Primary, we should use a traffic plan similar to that put in place for the Nov. 2016 Presidential Election. Our experience has been that the turnaround for voters is fairly quick since there is only one vote to be made on a ballot.
3. I recommend that we investigate the use of Memorial School for the Presidential Election. I recommend that we have a site visit by all parties to look at traffic access, internal layout, availability, and necessary services and coordination for an election.

Please review the 2/18/16 School and Community capacities and parking report by the Inspectional Services and the 11/14/16 Police After Action Report. I will provide site plan layouts for Memorial School for our discussion.



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: Steve Malizia
Town Administrator

FR: Robert M. Buxton
Fire Chief

DT: February 18, 2016

RE: Capacity

As requested Inspectional Service has reviewed the capacities and available parking at the Hudson Schools a spreadsheet is attached to this memo with the findings. We have also included this information for the Hudson Community Center.

If you should have any questions please contact me.

Cc: Deputy O'Brien

HUDSON SCHOOLS OCCUPANT LOADS

SCHOOL NAME	GYM SQ FEET	GYM OCC LD		GYM # EGRESS DOORS		CAFETERIA SQUARE FEET	CAFETERIA OCC LOAD		CAFE # OF DOORS		NUMBER OF PARKING SPOTS
ALVIRNE	9300	1350 SEATED	on chairs & bleachers	5 Double		5250	400 SEATED	at tables and chairs	4 Double Doors		470
MEMORIAL	6240	1120 SEATED	on chairs & bleachers	2 Double 2 Triple		4030	350 SEATED	at tables and chairs	2 Single, 1 Double		260
HILLS GARRISON	4400	660 SEATED	on chairs & bleachers	2 Double, 1 Single		3268	497 SEATED	at tables and chairs	2 Double		109
NOTTINGHAM WEST	4840	725	on chairs & bleachers	4 Double		2985	320 SEATED	at tables and chairs	3 Double		50
H.O. SMITH	3315	490 SEATED	on chairs	2 Double, 3 Single		1840	164 SEATED	at tables and chairs	2 Double, 2 Single		40 not marked
LIBRARY STREET	4389	400 SEATED		2 Double	1 Single	4389	ACTS AS GYM	at tables and chairs			10 Marked
Hudson Community Center	7316	485 SEATED		1 Double	3 Single						100 Marked



HUDSON POLICE DEPARTMENT



A Nationally Accredited Agency

Partners With The Community

After Action Report Hudson Police Department

DATE OF AAR: 11/14/16

EVENT: Presidential Election

DATE OF EVENT: 11/8/16

SUBMITTED BY: Captain William Avery

ATTENDED BY: Capt. Avery, Ofc Kew, Ofc Glowacki, Ofc Toney, Ofc McStravick, Det. Cummings, Ofc Lischinsky, Ofc Topper, Ofc Flynn, Ofc Cloutier, Ofc MacDonald, Sgt. Davis, Ofc Llyod, Ofc Lambert, Lt. Dionne, Ofc Mirabella, Ofc McGowen, Det. Deng, Ofc Avery, Det. Marcotte, Det. Riley, Det. McElhinney, Ofc Downey, Lt. Lucontoni, Sgt. Cayot, Capt. DiNapoli, DPW Workers: Jay Twardowsky, Jeremy Faulkner, Daniel Clarke Jr., Scott Fuller, and Joshua Edwards.

SYNOPSIS OF EVENT/INCIDENT: Supervisor Jay Twardowsky and I were tasked with overseeing and implementing a "game plan" to ensure motor vehicle traffic, pedestrain traffic, and parking in and around the Community Center was fluid and safe throughout the day. In order to execute our plan we needed several HPD and DPW Employees in specific locations, and each employee was given specific instructions as to what their task was. The employees were also instructed not to deviate from the instructions given unless permission was granted by Supervisor Twardowsky or myself.

ROADWAYS: Prior to the event starting, Supervisor Twardowsky and his crew set up signs, barricades, and traffic cones which would assist citizens with no parking, one-way traffic, and detours. Specifically, Lions Avenue was made one-way from Adelaide Street towards Hurley Street, and Hurley Street was made one-way from Central Street to 2nd Street. Hurley Street was designated as the access route for HFD if they needed to respond for a medical emergency or fire. Citizens were not allowed to park on the west side of Adelaide Street from Central Street to the Lions Avenue intersection. An illuminated sign was place on Lowell Road (on the property of Bill's Family Auto) to urge drivers travelling north on Lowell Road to turn right onto Roosevelt Avenue. This sign was placed in this location on Thursday, November 3, 2016 in an effort to alleviate traffic at the insection of Lowell Road and Central Street. At 3:00 P.M. I assigned Ofc. Lloyd to the intersection of Melendy Road and Central Street to assist voting traffic in exiting onto Cental Street. I did not have an officer at this intersection all day as the evening commute has a larger amount of traffic flowing north on Lowell Road.

Det. Cummings was assigned to the intersection of Adelaide Street and Central Street for the majority of the day (she was given a 4 hour break in the middle) with the Hudson Police Crime Scene vehicle. Det.

Cummings did an outstanding job with allowing traffic to turn onto Adelaide Street until she saw the traffic backing up. Det. Cummings was instrumental in forcing vehicles to continue east on Central Street to Vinton Street. Again, during the evening commute I assigned Ofc Kew to the intersection of Vinton Street and Central Street. Ofc Kew was also instrumental in detouring vehicles towards Burnham Road when traffic started to backup onto Central Street.

Officer Cloutier and Officer Toney were assigned to the intersection of Ferry Street and 2nd Street to assist motorists in exiting the neighborhood after citizens voted. Ofc Cloutier worked from 7 A.M. to 11 A.M. and Ofc Toney worked from 11 A.M. to 8 P.M.. I received several compliments regarding the work both of these officers did. A resident of Ferry Street called the station to recognize their hardwork.

Lt Dionne, Ofc Lambert and Ofc Glowacki took shifts in working at the intersection of Adelaide Street and Lions Avenue. These officers were responsible for assisting traffic turning onto Lions Avenue as well as directing pedestrians to walk behind a rope barrier. The barrier was set up by Supervisor Twardowsky in order to prevent pedestrians from being struck by a vehicle.

Captain DiNapoli was assigned to check on all officers who were located on the perimeter of the Community Center, and to keep me updated on the traffic conditions around town. This was implemented in the event that our action plan was not working, and to implement changes if needed. Captain DiNapoli was also used to assist HO Smith School with traffic when the children were released for the day. I received a call from the Principal of HO Smith requesting assistance due to the large amount of vehicles in and around the school.

PARKING: The parking at the Community Center was staffed with police officers and DPW workers starting a 7:00 a.m until the polls closed. Supervisor Twardowsky and I spent the entire day/night at the polls ensuring the parking situation went as planned. Officers were assigned on all four sides of the building to assist citizens in finding parking spaces. It was also our goal to keep the northside parking lot filled prior to filling the south side lot. I would highly recommend utilizing this plan for future Presidential Elections as we were able to keep traffic flowing to the rear of the building without it backing up onto Lions Avenue. Supervisor Twardowsky and I also utilized the parking across the street as well as the "dirt area" on the south side of the building. DPW Employees Jeremy Faulkner, Scott Fuller and Joshua Edwards assisted with getting vehicles parked, and remained in constant communication with myself and Supervisor Twardowsky. Specifically, they were instrumental in finding parking spots for the handicap, and assisting traffic exiting the parking lot. DPW Employee Daniel Clarke Jr. was stationed at the intersection of Lions Avenue and Hurley Street which allowed traffic to continue without stopping for the stop sign at this intersection. His work was instrumental in getting vehicles out of the neighborhoods as quickly as possible.

INJURED PARTIES:

Name:	DOB:	Address:	Injuries:	Treatment:
N/A				

PROPERTY DAMAGE:

Owner:	Address:	Type of Damage:	Photos:
N/A			

DISCUSSION:

PROS: In my opinion, the Presidential Election went as smoothly as possible given the fact that over 12,000 citizens converged on the Community Center on November 8, 2016. Supervisor Twardowsky and I began planning for this event in August of 2016, and overall I received positive feedback from citizens. There were some minor complaints regarding parking spaces not being used, and traffic around the Community Center, however overall the Hudson Police received positive feedback from the citizens. Without a doubt the DPW workers and Police Officers assigned to this event did an outstanding job for the citizens. Although, Supervisor Twardowsky and I put a plan in place the men and women of both agencies were the reason the plan was executed.

CONS: As with any After Action Plan there were some cons:

1. **Cost:** This event cost the police department \$3757.40 in Overtime and \$3566.44 is regular work hours for a total of \$7359.44. Most of the officers working the polls were scheduled to work this day, and I merely changed their hours to ensure we had proper coverage. The officers were pulled from Detectives, SRO'S and the Services Division, however in order to have coverage from start to finish, I needed to assign officers who were off duty. Also, DPW spent a total of \$2020.00. Between HPD and DPW the total cost for this event was \$9,379.44. The only way to reduce this cost is to move this event to a larger venue (Alvirne) with more parking. However, even if this event was to be moved the police department and DPW would accrue some costs, but not to this magnitude.

2. I was not prepared to have so many people and vehicles descending on the Community Center at approximately 5:45 A.M.. When I arrived at the Community Center (around 5:35 A.M.) citizens were beginning to arrive, and shortly after 6:00 A.M. the pedestrian line began to wrap around the building. I thought the Town of Hudson made it clear to the citizens that the polls did not open until 7:00 AM, however I believe people were confused as Nashua's Polls opened at 6:00 A.M.. Although, I was not able to confirm; it was reported to me that Channel 5 in Boston was reported Hudson polls opened at 6:00 A.M.. I believe they may have been reporting on Hudson, Mass, not Hudson, NH.. I had scheduled HPD Personnel assigned to this event to start at 7:00 A.M., however moving forward I would recommend getting officers there around 6:00 A.M.. DPW employees were on scene with me, and we were able to withstand the rush until more personnel arrived. I would like to recognize the Town Moderator Mr. Iderbitzen and his entire staff who were able to sign in 1,744 citizens within the first hour of the polls opening. As a result of their efficiency; we were able to free up the parking lot shortly after 8:00 A.M..

3. I did not check with both Library Street School and H.O. Smith School to see if they needed any assistance from the Hudson Police Department when school let out. Ultimately, Captain DiNapoli was sent to H.O. Smith School to assist them. I recommend a meeting with the Superintendent and Principal of H.O. Smith School prior to the next Presidential Election.

4. HPD heard from some elderly citizens that it was difficult to walk down the ramp located on the north side of the building. This would have been much more problematic if there was any precipitation on the day of the election.

RECOMMENDATIONS: Again, I would recommend moving this venue to Alvirne High School, however I will leave that decision to the Hudson BOS and the Town Moderator.

The commanding officers from the police department should ensure water is purchased before hand to keep the officers working the hydrated.

The intersection of Adelaide Street and Lions Avenue was not well lit during the evening hours nor was Lions Avenue where the officers were directing vehicles into the parking lots. I would recommend renting/borrowing auxiliary lighting for these two locations.

I had a difficult time getting officers to their post first thing in the morning. I should have directed the officers to take Central Street to Hurley Street to access the Community Center.

During this event I had directed HPD Dispatch to contact me if they received complaints from citizens, and I spoke with these people directly. I feel this worked well as I was on scene, and would have been able to change our game plan if need be. Also, this took the burden off of HPD Dispatch and allowed them to focus on their regular assigned duties.

The next time the Hudson Community Center is due to have its parking lot re-stripped I would recommend the parking spaces being angled at a 45 degree angle. This would allow for more parking spaces, and it would be easier to get vehicles in and out of the parking lot.

- **Communications:** No Issues
- **Training Concerns:** No Issues
- **Equipment Failures:** One flashlight stopped working, and was quickly replaced.
- **Equipment Lacking:** None
- **Personnel:** None, we had the right amount of officers assigned to this event.
- **Other:**



8-C
Agenda
12-7-19

TOWN OF HUDSON

Finance Department




12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6000 • Fax: 603 881-3944

RECEIVED

DEC 05 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

To: Steve Malizia, Town Administrator

From: Kathy Carpentier, Finance Director 

Date: December 5, 2019

Subject: Bid Recommendation – Self-Contained Breathing Apparatus

Recommendation:

I agree with the recommendation of Rob Buxton, Fire Chief that the bid to purchase Self-Contained Breathing Apparatus should be awarded to Industrial Protection Services, the only bidder, at the bid price of \$248,616.

Budget Information:

This purchase is funded by the FY2018 Assistance to Firefighters Grant in the amount up to \$255,245 and from the Fire Equipment Capital Reserve Fund which currently has a balance of \$80,707.

Bid Information:

The project was advertised in the HLN, on the Town website, and in the Union Leader. The bid was direct mailed to two (2) vendors. One sealed bid was received and opened at a formal bid opening on Monday, November 25 at 10:00am.

Motion:

To award the bid for the Self-Contained Breathing Apparatus to Industrial Protection Services in the amount of \$248,616 and to authorize Chief Buxton to buy additional safety items from this vendor in the amount of \$43,786 with \$226,526 to be reimbursed from the FY18 Assistance to Firefighters Grant and \$65,876 to be reimbursed from the Fire Equipment Capital Reserve Fund as recommended by the Fire Chief and the Finance Director.



TOWN OF HUDSON FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



Agenda
12-16-19

Emergency 911
Business 603-886-6021
Fax 603-594-1164

RECEIVED
DEC 05 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

Robert M. Buxton
Chief of Department

TO: David Morin
Chairman

FR: Robert M. Buxton *RMB*
Fire Chief

DT: December 4, 2019

RE: December 10, 2019 BOS Public Agenda
Award of Self-Contained Breathing Apparatus Request for Proposal

At the October 8, 2019 Board of Selectmen's meeting, the BOS approved the Fire Chief to accept the FY2018 Assistance to Firefighters Grant in the amount of \$255,245 for funding to support the purchase of Self-Contained Breathing Apparatus (SCBA's).

Upon that acceptance, a Request for Proposal (RFP) was composed and advertised for the following:

Scott Self-Contained Breathing Apparatus \$248,616.00

- (33) Thirty-Three complete SCBA units that meet the 2018 NFPA 1981 Standard and that comply with all the specifications attached. This "SCBA Unit" shall include SCBA Air-pack, 5,500 psi composite 45 minute cylinder and Mask.
- (3) Three complete SCBA units that meet the 2018 NFPA 1981 Standard and that comply with all the specifications attached. This "SCBA Unit" shall include SCBA Air-pack, 5,500 psi composite 30 minute cylinder and Mask.

Scott Spare Cylinders (Included in self-contained breathing apparatus price)

- (33) Thirty-Three complete composite 5,500 psi 45 minute cylinders of the same design and manufacture as above.
- (3) Three complete composite 5,500 psi 30 minute cylinders of the same design and manufacture as above.

Scott Spare Masks (\$3,080.00)

- (11) Eleven spare masks of the same design and manufacture as above.

The following items were priced out for stand-alone consideration;

Thermal Imaging Option (\$8,250.00)

- (11) Eleven Seek Thermal Personal Cameras

Personal Alert Safety System with Accountability Option (\$5,463.00)

- (3) Three Pak Tracker units which provide for location of an activated PASS device using a hand held locating device. This system should work with all compliant SCBA's.

Quick Connections for Cylinder (No cost)

- A system which provides for a quick connection between the SCBA and Cylinder as well as for filling the Cylinder from a fill station. This system should work with all compliant SCBA's.

Integrated Accountability System (\$14,366.00)

- SEMS II Accountability system that provides monitoring of and communicating with SCBA users and an external base station or incident command. This system should work with all compliant SCBA's

Scott SCBA Rapid Intervention Packs (\$12,627.00)

- (3) Three Scott Rapid Intervention Packs. These units should contain Cylinder, pressure reducer, high pressure charging wand, low pressure air supply hose, mask mounted breathing regulator, face piece and a durable hard bottomed carrying bag. These units should be compatible with all compliant SCBA's.

One bid was received by the deadline and the bid opening was conducted by Patti Barry, Town Clerk/Tax Collector on November 25, 2019 at 10:00AM.

The bid received was:

1. Industrial Protection Services of Salem, NH in the amount of \$ \$248,616.00

No additional bids were received. There are only two suppliers in the New England area. The second vendor failed to offer a price.

The Fire Department would like to move forward with the additional safety items that have been priced out but not covered by the grant. The value of these items is \$40,706. It would be our intention to utilize the Fire Equipment Capital Reserve fund that currently has a balance of \$78,705 to fund this town match section of the grant and the additional items. The total value being removed from the capital reserve fund is \$63,910.00. The Board of Selectmen are the agents to expend this fund.

Motion #1:

Authorize the Fire Department to award Industrial Protection Services the contract for the purchase of SCBA's and masks in the amount of \$251,696. \$226,526 will be funded by the grant and we will utilize \$25,170 from the Fire Equipment Capital Reserve Fund to meet our obligation of a 10% match.

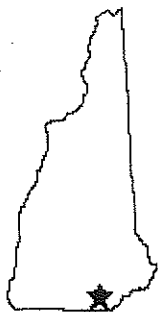
Motion #2:

Authorize the Fire Department to utilize \$40,706 from the Fire Equipment Capital Reserve Fund to purchase 11 Seek thermal Imaging cameras, 3 Pak Tracker units, SEMS II Accountability system and 3 Rapid Intervention Packs.

ORIGINAL

**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

**Hudson Fire Department
Self-Contained Breathing Apparatus
NFPA 1981 2018 Edition
Request for Proposal**

Bid Information:

Specifications can be obtained via the Town of Hudson, NH website at www.hudsonnh.gov. Any questions regarding this proposal shall be directed to Chief Robert M. Buxton by calling (603) 886-6021 or via email at rbuxton@hudsonnh.gov.

Bid Submission:

All Requests for Proposals (RFP) shall be submitted to the following no later than 10:00 AM on Monday, November 25, 2019:

***Hudson Town Clerk's Office
12 School Street
Hudson, NH 03051***

***Envelope containing the Request for Proposal must be clearly marked
"2019 Scott Self -Contained Breathing Apparatus"***

Bid Opening:

Bid opening shall take place at 10:00AM on Monday, November 25, 2019 at the following location:

**Town of Hudson Town Hall
Buxton Meeting Room
12 School Street
Hudson, NH 03051**

Proposals will not be accepted at the bid opening, they shall be submitted to the Town Clerk as required.

Acceptance/Rejection of Bid:

No right shall accrue to any person submitting a bid until such bids have been accepted and contract awarded in writing by the duly authorized representative of the Hudson Board of Selectmen. The Hudson Board of Selectmen reserves the right to reject any and all bids and to accept the lowest responsible bidder, and to waive any informalities, omissions, excess verbiage, or technical defects in the Bidding, if, in the opinion of the Board of Selectmen, it would be in their best interest to do so.

2019 PROPOSAL FOR
SCOTT SELF-CONTAINED BREATHING APPARATUS
FOR
THE TOWN OF HUDSON, NH FIRE DEPARTMENT

The undersigned has read, understands, and agrees to comply with the requirements contained in the Request for Proposal for "SCOTT SELF-CONTAINED BREATHING APPARATUS". The undersigned submits this proposal in good faith and without collusion with any other person, individual or firm.

The proposal consists of this cover page and the following attachments:

Name and Address of Firm:

Industrial Protection Services, LLC
33 Northwestern Dr
Salem, NH 03079

Name, Title and Contact Information of Authorized Representative:

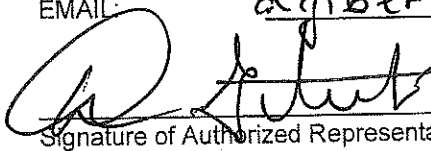
REPRESENTED BY:

David Gribenti
(Name & Title) Sales Representative

TELEPHONE #: 508-509-7864

FAX #: 603-458-5958

EMAIL: dgibenti@ipp-ips.com


Signature of Authorized Representative:

**2019 PROPOSAL FOR
SELF-CONTAINED BREATHING APPARATUS
FOR
THE TOWN OF HUDSON, NH FIRE DEPARTMENT**

1. Scott Self-Contained Breathing Apparatus

- a. (33) Thirty-Three complete SCBA units that meet the 2018 NFPA 1981 Standard and that comply with all the specifications attached. This "SCBA Unit" shall include SCBA Air-pack, 5,500 psi composite 45 minute cylinder and Mask.
- b. (3) Three complete SCBA units that meet the 2018 NFPA 1981 Standard and that comply with all the specifications attached. This "SCBA Unit" shall include SCBA Air-pack, 5,500 psi composite 30 minute cylinder and Mask.

Per Unit Cost \$ 6,906.00 Total Cost \$ 248,616.00

2. Scott Spare Cylinders

- a. (33) Thirty-Three complete composite 5,500 psi 45 minute cylinders of the same design and manufacture as above.
- b. (3) Three complete composite 5,500 psi 30 minute cylinders of the same design and manufacture as above.

Per Unit Cost \$ 0 Total Cost \$ 0

3. Scott Spare Masks

- a. (11) Eleven spare masks of the same design and manufacture as above.

Per Unit Cost \$ 280.00 Total Cost \$ 3,080.00

4. Thermal Imaging Option

- a. (11) Eleven Seek Thermal Personal Cameras

Per Unit Cost \$ 750.00 Total Cost \$ 8,250.00

5. Personal Alert Safety System with Accountability Option

- a. (3) Three Pak Tracker units which provide for location of an activated PASS device using a hand held locating device. This system should work with all compliant SCBA's.

Per Unit Cost \$ 1,821.00 Total Cost \$ 5,443.00

6. Quick Connections for Cylinder

- a. A system which provides for a quick connection between the SCBA and Cylinder as well as for filling the Cylinder from a fill station. This system should work with all compliant SCBA's.

Per Unit Cost \$ 0 Total Cost \$ 0

7. Integrated Accountability System

- a. SEMS II Accountability system that provides monitoring of and communicating with SCBA users and an external base station or incident command. This system should work with all compliant SCBA's

Per Unit Cost \$ * Total Cost \$ 14,366.00

* See attached sheet for system pricing breakdown

8. Scott SCBA Rapid Intervention Packs

- a. (3) Three Scott Rapid Intervention Packs. These units should contain Cylinder, pressure reducer, high pressure charging wand, low pressure air supply hose, mask mounted breathing regulator, face piece and a durable hard bottomed carrying bag. These units should be compatible with all compliant SCBA's.

Per Unit Cost \$ 4,209.00 Total Cost \$ 12,627.00

Pricing Valid for 90 Days Total Cost \$ 292,402.00

Name and Address of Firm:

Industrial Protection Services LLC
33 Northwestern Dr
Salem, NH 03079

Name, Title and Contact Information of Authorized Representative:

DAVID Giberti Sales Representative

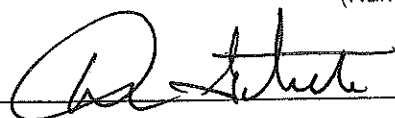
TELEPHONE #: 508-509-7864

FAX #: 603-458-5958

EMAIL: dgiberti@ipp-ips.com

REPRESENTED BY: David Giberti

Sales Representative
(Name & Title)



Signature of Authorized Representative

**2019 PROPOSAL FOR
SELF-CONTAINED BREATHING APPARATUS
FOR
THE TOWN OF HUDSON, NH FIRE DEPARTMENT**

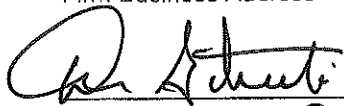
NON COLLUSIVE AFFIDAVIT OF PROPOSER

The undersigned proposer, having fully informed themselves regarding the accuracy of the statements made herein certifies that;

- (1) The proposer developed the bid independently and submitted it without collusion with, and without any agreement, understanding, or planned common course of action with any other entity designed to limit independent bidding or competition;
- (2) The proposer, its employees and agents have not communicated the contents of the bid to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal;
- (3) Acknowledges that the Town of Hudson, NH's Code of Ethics has been reviewed and understood. The undersigned proposer further certifies that this statement is executed for the purpose of inducing the Town of Hudson, NH to consider the proposal and make an award in accordance therewith.

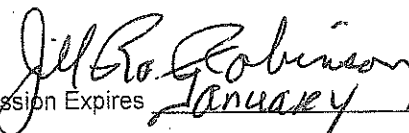
Industrial Protection Services, LLC
Legal Name of Proposer

33 Northwestern Dr
Salem, NH 03079
Firm Business Address

 11.22.19
Signature and Title Sales Representative Date

DAVID GIBERTI
Printed Name

Subscribed and Sworn to me this 22nd day of November 2019

Notary Public 
My Commission Expires January 11, 2024

I. GENERAL INFORMATION

1.1 Issuing Office: This Request for Proposals (RFP) is issued by the Town of Hudson, NH 12 School Street Hudson, NH 03051.

1.2 Purpose: The purpose of the RFP is to provide prospective firms with essential information to enable them to prepare and submit proposals regarding NFPA 1981 compliant "SCOTT SELF-CONTAINED BREATHING APPARATUS" for the Town of Hudson Fire Department.

1.3 Proposals: All proposals received by the Town in response to this RFP will be retained. Submissions must:

- A. Constitute a complete response to this RFP, using the Proposal Form provided in this document.
- B. Include an original and three (3) copies.
- C. Must be received on or before 10:00 AM on Monday, November 25, 2019. Envelopes must be clearly marked:

"2019 SCOTT SELF-CONTAINED BREATHING APPARATUS"

Firms mailing proposals should allow for normal delivery time to ensure timely receipt of their proposals.

Proposals should be mailed directly to:

Hudson Town Clerk
2019 SCOTT SCBA RFP
12 School Street
Hudson, NH 03051

- D. Must be signed by an official authorized to bind the firm to its provisions.
- E. Must include a statement that the proposal remains valid for a period of at least ninety (90) days from the date of its submission.

LATE PROPOSALS WILL NOT BE CONSIDERED

- 1.4 Rejection of Proposals: The Town reserves the right to reject any and all proposals received as a result of this RFP.
- 1.5 Communications Concerning RFP: All questions relevant to the development of a proposal are to be directed at least seven (7) days prior to the submission date to:

Robert M. Buxton, Fire Chief
Hudson Fire Department
39 Ferry Street
Hudson, NH 03051
Rbuxton@hudsonnh.gov

Questions determined to be of interest to all prospective firms will be answered in writing and provided to all firms either by mail or by e-mail.

- 1.6 Term: Based upon the outcome of this process, the Town of Hudson, NH will award a contract at the sole discretion of the Town of Hudson, NH.

1.7 Additional Information:

A. Revisions or addenda to the RFP: In the event it becomes necessary to revise or supplement any part of the RFP, the revision or supplement will be provided to all prospective firms either by U.S. mail or by email.

B. Incurring Costs: The Town will not be liable for any costs incurred by a firm in the preparation or submission of a proposal.

C. Acceptance of Proposal Content: The contents of the successful proposal may, at the Town's option, become part of the contract entered into by the successful firm and the Town.

GENERAL SPECIFICATIONS OF SCOTT SCBA RFP 2019

Bid Prices: Bid price is to be a net LUMP sum fee, inclusive all parts, labor, travel, delivery, supervision, training, etc., necessary to render the units operational upon delivery.

Basis of Award: This contract will be awarded to the qualified bidder meeting specifications: DEFINED AS: ability and capability of the bidder to perform the work as described with the conditions set forth within, and in accordance with NFPA 1981 2018 edition compliance standards. Consideration will be given to previous work performed by the Bidder for the Town of Hudson, NH as well as financial resources of the bidder, compliance by the bidder with all applicable federal, state, and local laws, licensing requirements and delivery or completion time.

Bid Award: Once the qualified bidder has been identified and the award of the bid is authorized, the Fire Department shall prepare or cause to be prepared a purchase order to confirm the bid award. The Fire Department will bring the recommendation forward to the Board of Selectman for approval as required by the Town of Hudson, State Statutes, and this policy.

Invoicing: Invoice shall be payable upon satisfactory delivery and inspection of unit to ensure it is operational.

The Town of Hudson, NH is seeking qualified manufacturers, or their representatives, to submit proposals through the RFP Process for the purchase of NFPA 1981 compliant **SCOTT SELF-CONTAINED BREATHING APPARATUS**.

The selection process used will be based on a review of qualifications followed by a detailed review of costs and finances. The final decision will be made by the Town of Hudson, NH.

A decision will be made based on all information obtained through the RFP process including written proposals and on site interviews. Among factors to be considered will be the infrastructure compatibilities, operational governance and quality control.

The Town of Hudson, NH reserves the right to accept or reject any or all options, proposals, and responses; to waive any technicality in a statement or part thereof submitted, and to pursue the option(s) deemed to be in the best interest of the town. All materials submitted shall become the property of the town. The receipt of any response to this request shall in no way be construed to create or imply a contract or obligation between the parties.

Responses shall be addressed to **Town of Hudson, NH 12 School Street Hudson, NH 03051 on or before 10:00 A.M. on Monday, November 25, 2019**. Responses shall be submitted in a sealed envelope clearly marked, "**2019 Scott Self-Contained Breathing Apparatus**".

The RFPs are available at the Town of Hudson NH Website: www.hudsonnh.gov

Specifications:

Must check either "Compliant" or "Exception" for each line item.
If an exception is taken provide a detailed description / explanation for the exception.

Standards:

All requirements of NFPA 1981 Standard on Open-Circuit Self Contained Breathing Apparatus for emergency services 2018 Edition are listed in this document by reference. Proposed SCBA Units shall be NIOSH 42 CFR, Part 84 for CBRN Certified. Vendor shall supply documentation of CBRN certification.

COMPLIANT: X EXCEPTION: _____

All SCBA units in their entirety (including Face Mask, if applicable) must be compliant with NFPA 1981 2018 Edition.

SCBA Model:

The proposed SCBA shall be a 5,500 psi pneumatic system and face piece must be the latest model offered by the manufacturer.

COMPLIANT: X EXCEPTION: _____

Cylinder:

The Cylinders shall be 45 and 30 minute, (5,500 PSI) carbon fiber NIOSH service rating life cylinder with pressure gauge and be of low-profile design.

COMPLIANT: X EXCEPTION: _____

Face Mask:

The face mask shall have a Kevlar head net and be offered in multiple sizes. The number and size face masks will be based on counts according to fit test results done prior to order. (Test to be done by vendor)

COMPLIANT: X EXCEPTION: _____

Nose cup:

A nose cup shall be provided in each SCBA face piece and be capable of mounting glasses.

COMPLIANT: X EXCEPTION: _____

Operating temperature:

Manufacturer to provide documentation regarding the face mask operating temperature range.

COMPLIANT: X EXCEPTION: _____

Voice Amplification / Communications:

The Mask assembly shall be able to incorporate multiple electronic communications options (amplification, radio interface, wireless, etc.) without affecting NIOSH approvals or NFPA/CBRN approvals where applicable.

COMPLIANT: X EXCEPTION: _____

*All facepieces quoted include
communications mount bracket
p # 201210-01*

Air Monitoring:

SCBA shall have two separate "end of service time" indicators which allow the end-user to know when SCBA air supply is expiring.

COMPLIANT: X EXCEPTION: _____

Dual Direction Heads up Display:

All operation indicator lights (heads up display) shall be visible from both the interior and exterior of the mask.

COMPLIANT: X EXCEPTION: _____

Back frame:

The SCBA back frame will be rigid and made of composite or metal material for strength and durability capable of lifting 1,200 lbs.

COMPLIANT: _____ EXCEPTION: X DRD is rated for 1,000 lbs

Cylinder Retention:

All carbon fiber cylinders will be attached onto the SCBA back frame with a locking band, or webbing style strap and composite constructed lock.

COMPLIANT: X EXCEPTION: _____

Power Supply:

For ease of maintenance and troubleshooting, a single source power supply for all electronics will be in a central location integrated into the back frame or mounted on the back frame and powers the PASS, control console, VAS, and HUD. The energy cells will be rechargeable or disposable and all cells will be of the same size and type.

COMPLIANT: X EXCEPTION: _____

Waist belt/Lumbar:

For quick removal, the waist strap must be a seatbelt style, quick release buckle. With consideration to user comfort, the lumbar section shall be padded.

COMPLIANT: Y EXCEPTION: _____

Shoulder straps:

Shoulder straps should connect to the back frame, not the waist strap. Low pressure hoses and any electronic wiring will run through the shoulder straps. A hooking "D" ring should be provided on either the right or left shoulder strap to hook accessory items.

COMPLIANT: Y EXCEPTION: _____

Air-Pak price includes mask hook assembly P# 804594-01

Chest Straps:

Each unit should have safety straps that connect the shoulder straps together to provide for additional support for carrying the respirator.

COMPLIANT: X EXCEPTION: _____

*Air Pak price includes
cross chest strap p# 201612-02*

Regulator:

When connected to the face mask, the bypass assembly on the mask shall be of size to allow for activation with a gloved hand and flow 85 to 120 liters per min when activated.

COMPLIANT: X EXCEPTION: _____

Shoulder gauge:

The shoulder air pressure gauge/PASS alarm will be of analog and pneumatic display design. In the event of an electronics failure, the user will have the ability to check air pressure using the pneumatic gauge. No exception.

COMPLIANT: X EXCEPTION: _____

Integrated Pass:

An integrated PASS device with man down alarm shall be provided.

COMPLIANT: X EXCEPTION: _____

Training:

The vendor receiving the winning bid award shall offer, at no cost to the department, 4 separate in-service training sessions in order for all members of the department to become educated in the specifics of SCBA use, care and maintenance.

COMPLIANT: X EXCEPTION: _____

Pricing:

The vendor shall provide a guaranteed purchase price on the items and quantities for a period of Ninety (90) days.

COMPLIANT: X EXCEPTION: _____

Warranty:

A minimum of a 15 year warranty is required on all pneumatic and electronic component regardless or origin included in the SCBA system.

COMPLIANT: X EXCEPTION: _____

Warranty Information:

Vendor shall state specifically in the bid the manufacturer's warranty regarding parts and/or labor, and the duration of the warranty in years. If separate parts of the pack/cylinder/mask have different warranties, this shall be specified in the bid.

The vendor shall state specifically any and all regularly scheduled maintenance and requirements outlined by the manufacturer to maintain any and all warranties. Additionally, the vendor shall also provide specific information regarding where said maintenance can and/or should be performed (i.e. within department, manufacturer's service center, etc.).

The vendor is asked to provide information relative to the battery replacement schedule for the SCBA being considered along with the size and number of batteries for each unit.

COMPLIANT: X EXCEPTION: _____

Vendor/Service:

For quick service of unexpected emergency repairs, the Bidder shall have a service or repair facility within 75 miles of the Hudson Fire Department, located at: 15 Library Street Hudson, NH 03051. The bidder shall offer on-site repair as an option for quick turnaround of SCBA removed from service. Loaner SCBA shall be provided by the bidder in the event that SCBA's are removed from service due to manufacturer defects.

COMPLIANT: X EXCEPTION: _____

INTEGRATED ACCOUNTABILITY SYSTEM PRICING

36	SEMS option per SCBA	\$325.00	\$11,700.00
1	USB Gateway	\$1,638.00	\$1,638.00
5	RFID CARD (10)	\$99.00	\$495.00
1	RFID Reader/Writer	\$533.00	\$533.00
1	Scott Connect Monitor Base Command Install	NO CHARGE	
1	Scott Connect Monitor Pro Edition Add-On	NO CHARGE	

TOTAL	\$14,366.00
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7.15 RIC UAC Performance Requirements.

7.15.1 SCBA shall be tested for cylinder refill breathing performance as specified in Section 8.20, Cylinder Refill Breathing Performance Test, and the SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.15.2 SCBA shall be tested for RIC UAC system fill rate performance as specified in Section 8.21, RIC UAC System Fill Rate Test, and the maximum allowable fill time shall be 3.0 minutes.

7.15.3 The RIC UAC system connection shall be tested for accessibility as specified in Section 8.23, Cylinder Connections and Accessibility Test, and the RIC UAC shall be connected in a maximum of 15 seconds and shall disconnect in a maximum of 15 seconds.

7.16 Breathing Air Cylinder Performance Requirements.

7.16.1 The SCBA backframe and cylinder retention device shall be tested for breathing air cylinder and valve assembly retention security as specified in Section 8.22, Breathing Air Cylinder and Valve Assembly Retention Test, and the cylinder and valve assembly shall not change position by more than 25 mm (1 in.).

7.16.2 The SCBA cylinder valve connection shall be tested for accessibility, attachment, and detachment as specified in Section 8.23, Cylinder Connections and Accessibility Test, and the cylinder and valve assembly shall fully attach to the SCBA in less than 30 seconds, and the cylinder and valve assembly shall fully detach from the SCBA in less than 30 seconds.

7.16.3 The SCBA RIC UAC connections shall be tested for accessibility, attachment, and detachment as specified in Section 8.23, Cylinder Connections and Accessibility Test, and the breathing air fill hose shall fully attach to the RIC UAC connection in less than 15 seconds, and the breathing air fill hose shall fully detach from the RIC UAC connection in less than 15 seconds.

7.17 Supplementary Voice Communications System Performance Requirements. The SCBA voice communications system, as identified by the SCBA manufacturer, shall be tested for communication performance as specified in Section 8.25, Supplementary Voice Communications System Performance Test, and shall have a Speech Transmission Index (STI) average value of not less than 0.60.

7.18 Heat and Immersion Leakage Performance Requirements. SCBA electronics shall be tested for resistance to heat and water ingress as specified in Section 8.24, Heat and Immersion Leakage Test, and the electronics shall function properly in accordance with the SCBA manufacturer's instructions for normal use, and all power source compartments or enclosures shall remain dry.

7.19 Low Power Capacity. Where power sources are used to comply with the requirements of this standard, electronic devices shall be tested for proper functioning during low power capacity as specified in Section 8.26, Low Power Capacity Test, and shall continue to properly function at maximum power consumption for a minimum of 2 hours following the activation of the low power source visual alert signal.

7.20 Emergency Breathing Safety System Cold Temperature Performance Requirements.

7.20.1 The donor and receiving SCBA shall be tested independently for airflow performance as specified in Section 8.27, Emer-

gency Breathing Safety System Cold Temperature Performance Test, and the SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.20.2 Each SCBA shall be tested independently for activation of EOSTI during the airflow performance testing specified in Section 8.1, Airflow Performance Test, and each EOSTI shall activate as specified in 6.2.2 and shall continue to operate throughout the remainder of the airflow performance test.

7.20.3 Each SCBA shall be tested independently for proper functioning of the HUD breathing air cylinder content informational display and visual alert signals during the airflow performance testing specified in Section 8.1, Airflow Performance Test, and the HUD shall display the visual information for the breathing air cylinder content as specified in 6.3.9.5 and shall display the visual alert signal as specified in 6.3.8.5.

7.20.4 The SCBA classified as the donor shall start at full cylinder pressure, and the SCBA classified as the receiving SCBA shall have a pressure of 7 bar, +0.6 bar/-0 bar (100 psi, +10 psi/-0).

7.20.5 Both SCBA shall be connected through the EBSS and shall be tested for cold environment as specified in Section 8.27, Emergency Breathing Safety System Cold Temperature Performance Test, and the SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.20.6 The donor SCBA shall be tested for activation of EOSTI during the environmental temperature performance as specified in Section 8.27, Emergency Breathing System Cold Temperature Performance Test.

7.20.7 The donor SCBA shall be tested for the proper functioning of the HUD breathing air cylinder content informational display and the visual alert signal during the environmental temperature performance as specified in Section 8.27, Emergency Breathing System Cold Temperature Performance Test.

7.21 Lens Radiant Heat Resistance Performance.

7.21.1 SCBA shall be tested for lens radiant heat resistance as specified in Section 8.28, Lens Radiant Heat Test. SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.21.2 The duration of the test as specified in Section 8.28, Lens Radiant Heat Test, shall be 24 minutes, +2/-0 minutes.

7.22 Elevated Temperature Heat and Flame Resistance Performance.

7.22.1 SCBA shall be tested for lens heat and flame resistance as specified in Section 8.29, Elevated Temperature Heat and Flame Resistance Test. SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.22.2 The duration of the test as specified in Section 8.29, Elevated Temperature Heat and Flame Resistance Test, shall be 24 minutes, +2/-0 minutes.

7.7.4 The SCBA shall be tested for proper functioning of the HUD breathing air cylinder content informational display and visual alert signals during the corrosion resistance testing specified in Section 8.7, Accelerated Corrosion Test, and the HUD shall display the visual information for the breathing air cylinder content as specified in 6.3.9.5 and shall display the visual alert signal as specified in 6.3.8.5.

7.8 Particulate Resistance Performance.

7.8.1 SCBA shall be tested for particulate resistance as specified in Section 8.8, Particulate Test, and the SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.8.2 SCBA shall be tested for activation of EOSTI during the particulate resistance testing specified in Section 8.8, Particulate Test, and the EOSTI shall activate as specified in 6.2.2 and shall continue to operate throughout the remainder of the airflow performance test.

7.8.3 SCBA shall be tested for proper functioning of the HUD breathing air cylinder content informational display and visual alert signals during the particulate resistance testing specified in Section 8.8, Particulate Test, and the HUD shall display the visual information for the breathing air cylinder content as specified in 6.3.9.5 and shall display the visual alert signal as specified in 6.3.8.5.

7.9* Facepiece Lens Abrasion Resistance Performance. SCBA facepiece lenses shall be tested for abrasion resistance as specified in Section 8.9, Facepiece Lens Abrasion Test, and the average value of the tested specimens shall not exhibit a delta haze greater than 14 percent.

7.10* Nonelectronic Communications Performance Requirements. The SCBA voice communications system shall be tested for communications performance as specified in Section 8.10, Nonelectronic Communications Test, and shall have a Speech Transmission Index (STI) average value of not less than 0.55.

7.11 Heat and Flame Resistance Performance.

7.11.1 SCBA shall be tested for heat and flame resistance as specified in Section 8.11, Heat and Flame Test, and the SCBA facepiece pressure shall not be less than 0.0 mm (0.0 in.) water column and shall not be greater than 89 mm (3½ in.) water column above ambient pressure from the time the test begins until the time the test is concluded.

7.11.2 SCBA and SCBA accessories shall be tested for heat and flame resistance as specified in Section 8.11, Heat and Flame Test, and no components of the SCBA and no accessories shall have an afterflame of more than 2.2 seconds.

7.11.3 SCBA shall be tested for heat and flame resistance as specified in Section 8.11, Heat and Flame Test, and no component of the SCBA shall separate or fail in such a manner that would cause the SCBA to be worn and used in a position not specified by the manufacturer's instructions.

7.11.4 The SCBA facepiece shall be tested for heat and flame resistance as specified in Section 8.11, Heat and Flame Test, and the facepiece lens shall not obscure vision below the 20/100 vision criterion.

7.11.5 SCBA shall be tested for activation of EOSTI during the heat and flame resistance testing specified in Section 8.11, Heat and Flame Test, and each EOSTI shall activate as speci-

fied in 6.2.2 and shall continue to operate throughout the remainder of the airflow performance test.

7.11.6 SCBA shall be tested for functioning of the HUD breathing air cylinder content informational display and visual alert signals during the heat and flame resistance testing specified in Section 8.11, Heat and Flame Test, and the HUD shall display the visual information for the breathing air cylinder content as specified in 6.3.9.5 and shall display the visual alert signal as specified in 6.3.8.5.

7.12 Carbon Dioxide (CO₂) Content Performance. SCBA facepieces shall be tested for CO₂ content as specified in Section 8.12, Facepiece Carbon Dioxide Content Test, and the CO₂ content in the inhalation air shall not be greater than 1.0 percent by volume.

7.13 Additional SCBA EOSTI Performance.

7.13.1 EOSTI Independent Activation.

7.13.1.1 Each EOSTI shall be tested for independent activation as specified in Section 8.13, EOSTI Independent Activation Test, and the activation of the alarm of each EOSTI shall be independent of any other EOSTI.

7.13.1.2 After activation of the unblocked EOSTI, the alarm signal shall remain active at least until the cylinder pressure drops below 20 bar (290 psi).

7.13.2 EOSTI Alarm Recognition. Each EOSTI shall be tested for alarm recognition as specified in Section 8.14, EOSTI Recognition Test, and the EOSTI alarm signal shall be recognized in 10 seconds or less.

7.14 Additional SCBA HUD Performance.

7.14.1 Where HUD incorporates exposed wiring, the wire's entry into any associated components shall be tested for connection strength as specified in Section 8.15, HUD Wiring Connection Strength Test, and the HUD shall remain functional.

7.14.2 Where a power source is used for HUD to comply with the requirements of this standard, HUD shall be tested for proper functioning of visual alert signals and visual information displays as specified in Section 8.16, HUD Low Power Source Visual Alert Signal Test, and HUD shall continue to function at maximum current draw for a minimum of 2 hours following the activation of the low power source visual alert signal and shall display the visual alert signals specified in 6.3.8.5 and 6.3.8.6 and shall display the visual information for the breathing air cylinder content as specified in 6.3.9.5.

7.14.3 HUD shall be tested for wearer visibility as specified in Section 8.17, HUD Visibility Test, and each informational display and visual alert signal shall be observable, distinct, and identifiable in both darkness and bright light.

7.14.4 Where the HUD displays are external to the facepiece and the gap between the HUD display and the facepiece lens is greater than 1 mm (½ in.), HUD displays shall be tested for wearer visibility while obscured as specified in Section 8.18, HUD Obscuration Test, and each informational display and visual alert signal shall be observable, distinct, and identifiable.

7.14.5 HUD shall be tested for disabling glare as specified in Section 8.19, HUD Disabling Glare Test, and the test subject shall be able to read at least 9 out of 10 selected letters when each visual alert signal is activated.

8.28 Lens Radiant Heat Test.

8.28.1 Application. This test method shall apply to SCBA facepiece assemblies without installed accessories.

8.28.2 Samples. Each sample to be tested shall be as specified in 4.3.9.

8.28.3 Specimen Preparation.

8.28.3.1 Prior to testing, specimens shall be conditioned for a minimum of 4 hours and tested at an ambient temperature of 22°C, ±3°C (72°F, ±5°F) and RH of 50 percent, ±25 percent.

8.28.3.2 Specimens for conditioning shall be complete SCBA without installed accessories.

8.28.4 Apparatus.

8.28.4.1 A test headform meeting the requirements specified in 8.1.4.1 shall be provided.

8.28.4.2 The test headform shall be attached to the breathing machine as specified in Figure 8.1.4.9, with the modification that a 38 mm (1½ in.) I.D. breathing hose, not longer than 7.6 m (25 ft), shall be interconnected between the breathing machine and the throat tube of the test mannequin headform.

8.28.4.3 The test headform shall be covered with an undyed aramid hood for protection of the headform during testing.

8.28.4.3.1 The protective hood shall meet the hood requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*.

8.28.4.3.2 The protective hood, when placed on the test headform, shall not affect the seal of the facepiece to the headform.

8.28.4.3.2.1 The protective hood shall not ignite during the test.

8.28.4.3.3 The protective hood shall cover the facepiece retention system that holds the facepiece to the headform, cover the mask-mounted regulator and hoses, but not cover or protect any part of the facepiece lens.

8.28.4.4 The radiant heat test panel shall be as specified in ASTM E 162, *Standard Test Method for Surface Flammability of Materials Using a Radiant Heat Energy Source*, Section 6.1.1 and Figure 1.

8.28.4.5 A radiation shield shall be used to block radiant heat from the headform and facepiece before and after the test.

8.28.4.5.1 The radiation shield shall be at least 64 cm (25 in.) wide by at least 56 cm (22 in.) high and be constructed of at least three layers of aluminum sheet separated by air gaps of 2 cm (0.8 in.) with a black-painted front side, or of similar design sufficient to block the radiant heat.

8.28.4.6 A heat flux transducer, having a water-cooled, total heat flux sensor of Schmidt-Boelter type, with a viewing angle of 180° and a standard range of 0–20 kW/m², shall be used to measure the heat flux from the radiant heat test apparatus.

8.28.4.6.1 The heat flux transducer shall have been calibrated in the last 12 months.

8.28.4.6.2 The heat flux transducer shall be mounted so the face is vertical and parallel to the face of the radiant heat test apparatus.

8.28.4.6.3 The heat flux transducer shall be centered both horizontally and vertically with respect to the face of the radiant heat test apparatus.

8.28.5 Procedure.

8.28.5.1 The SCBA facepiece shall be mounted on the test headform to simulate the correct wearing position on a person as specified by the SCBA manufacturer's instructions.

8.28.5.2 The headform shall be positioned (at an angle if necessary) so that the vertical centerline of the facepiece lens is parallel with the face of the radiant heat test apparatus.

8.28.5.3 The headform shall be positioned so that the center of the facepiece lens is centered both horizontally and vertically with respect to face of the radiant heat test apparatus.

8.28.5.4 The radiant heat test apparatus shall be ignited and allowed to preheat and stabilize for a minimum of 45 minutes.

8.28.5.4.1 The air flow rate to the radiant heat test apparatus shall be set to 434 L/min, ±24 L/min (920 SCFH, ±50 SCFH).

8.28.5.4.2* The natural gas flow rate to the radiant heat test apparatus shall be increased until it is just sufficient to produce a heat flux of 15 kW/m², ±0.5 kW/m², at a distance of 7 in., ±1 in. (178 mm, ±25 mm) from the panel.

8.28.5.4.3 During the conduct of the test, extraneous drafts shall be controlled by closing windows and doors, stopping air-circulating devices, and arranging baffles between the apparatus and any remaining sources of drafts.

8.28.5.5 To calibrate the radiant heat apparatus, the heat flux transducer shall be moved in front of the radiant heat test apparatus to a location 7 in., ±1 in. (178 mm, ±25 mm) from the panel so that the heat flux transducer measures 15 kW/m², ±0.5 kW/m² for 5 minutes.

8.28.5.5.1 The output voltage from the heat flux transducer shall be sampled at a minimum rate of 1 Hz by a data acquisition system, which has a minimum resolution of 1 part in 4096 of full scale (0.02 percent).

8.28.5.5.2 The output voltage shall be converted to units of heat flux using the most recent calibration coefficients.

8.28.5.5.3 The heat flux transducer shall be water cooled with 0.4 L/min to 0.8 L/min (0.1 gal/min to 0.2 gal/min) of water at 16°C to 30°C (61°F to 86°F), such that the exit temperature of the water does not vary more than ±2°C (4°F) during the test.

8.28.5.5.4 The horizontal distance from the radiant heat test apparatus to the face of the heat flux transducer shall be located and marked.

8.28.5.5.5 The heat flux transducer shall be removed from exposure to the radiant test apparatus.

8.28.5.6 After the radiant heat test apparatus has been preheated and has a calibration mark for 15 kW/m², the radiation shield shall be positioned in front of the radiant heat test apparatus.

8.28.5.7 The SCBA facepiece mounted on the test headform at the appropriate angle as described in 8.28.5.3 shall be placed behind the radiation shield.

8.28.5.8 The airflow performance test shall be conducted as specified in 8.1.5, and with the heat flux specified in 8.28.5.5.

8.28.5.9 The airflow performance test shall begin no longer than 30 s before the SCBA facepiece is exposed to the radiant heat apparatus and shall continue for a total duration of 24 minutes.

8.28.5.10 The ventilation rate shall be set at 40 L/min, ± 2 L/min, with a respiratory frequency of 24 breaths/min, ± 1 breath/min at ambient conditions as specified in 8.1.3.2.

8.28.5.11 The radiation shield shall be removed, and the headform shall be moved towards the radiant heat apparatus, within 5 seconds of shield removal, so that the vertical front face of the facepiece lens is lined up with the calibration mark for 15 kW/m^2 .

8.28.5.12 After the test headform is placed in the position specified in 8.28.5.1, the test exposure time of 5 minutes, $+2.0$ seconds/ -0.0 seconds shall begin.

8.28.5.13 At the completion of the 5-minute exposure, the headform shall be moved away from the radiant heat test apparatus, and the radiation shield shall be placed between the radiant heat test apparatus and the headform.

8.28.5.14 Within 15 seconds after the radiant heat exposure has been completed, the test headform shall be raised 150 mm, $+6 \text{ mm}/-0 \text{ mm}$ (6 in., $+ \frac{1}{4}$ in./ -0 in.) and dropped freely.

8.28.5.15 The facepiece pressure during the entire test shall be read from the strip chart recorder to determine pass or fail as specified in 7.21.1.

8.28.5.16 Any pressure spike caused by the impact of the drop test and measured within a duration of three cycles of the breathing machine after the apparatus drop shall be disregarded.

8.28.6 Report.

8.28.6.1 The facepiece pressure peak inhalation and peak exhalation shall be recorded and reported for each test condition.

8.28.7 Interpretation.

8.28.7.1 Pass or fail performance shall be based on the facepiece pressure peak inhalation and exhalation values for the duration of the test.

8.28.7.2 Failure to meet any of the test condition requirements shall constitute failure of the SCBA.

8.29 Elevated Temperature Heat and Flame Resistance Test.

8.29.1 Application. This test method shall apply to complete SCBA.

8.29.2 Samples. Each sample to be tested shall be as specified in 4.3.9.

8.29.3 Specimen Preparation.

8.29.3.1 Prior to testing, specimens shall be conditioned for a minimum of 4 hours and tested at an ambient temperature of 22°C , $\pm 3^\circ\text{C}$ (72°F , $\pm 5^\circ\text{F}$) and RH of 50 percent, ± 25 percent.

8.29.3.2 Specimens for conditioning shall be complete SCBA.

8.29.4 Apparatus.

8.29.4.1 A test mannequin meeting the requirements specified in Figure 8.11.4.1 shall be provided.

8.29.4.2 Both the calibration mannequin and the heat and flame test mannequin shall have protective coverings.

8.29.4.2.1 The protective coverings shall be a weld blanket made of fireproof silica cloth of a minimum weight of 18 oz/sq yd.

8.29.4.2.2 The protective coverings shall be designed and constructed to provide coverage over the surface of the mannequins.

8.29.4.2.3 Where additional insulation is needed to protect the mannequin electronics, an additional thermal liner underlayer shall be permitted.

8.29.4.2.4 The complete protective covering shall be discarded and shall not be used where the damage to any portion indicates the covering can no longer provide thermal protection for the test mannequin.

8.29.4.3 A test headform meeting the requirements specified in 8.1.4.1 shall be used on the test mannequin.

8.29.4.4 The test headform shall be attached to the breathing machine as specified in Figure 8.1.4.9, with the modification that a 38 mm (1½ in.) I.D. breathing hose, not longer than 7.6 m (25 ft), shall be interconnected between the breathing machine and the throat tube of the test mannequin headform.

8.29.4.5 The test headform shall be covered with an undyed aramid hood for protection of the headform during testing.

8.29.4.5.1 The protective hood shall meet the hood requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*.

8.29.4.5.2 The protective hood, when placed on the test headform, shall not affect the seal of the facepiece to the headform.

8.29.4.5.3 The protective hood shall cover the facepiece retention system that holds the facepiece to the headform, but shall not cover or protect any part of the facepiece lens.

8.29.4.6 The heat and flame test apparatus shall be as specified in Figure 8.11.4.6.

8.29.4.6.1 The test oven shall be a horizontal forced circulating air oven with a range of flow of 38 m/min to 76 m/min (125 ft/min to 250 ft/min).

8.29.4.6.2 The test oven shall have minimum dimensions of 915 mm depth \times 915 mm width \times 1.22 m height (36 in. depth \times 36 in. width \times 48 in. height).

8.29.5 Procedure.

8.29.5.1 The SCBA shall be mounted on the test mannequin to simulate the correct wearing position on a person as specified by the SCBA manufacturer's instructions.

8.29.5.2 The facepiece shall be mounted and tested on the test headform as specified in 8.1.4.1.

8.29.5.3 For calibration prior to the heat and flame test, the mannequin for calibration shall be the same as the test mannequin specified in 8.29.4.1 and shall be exposed to direct flame contact for 10 seconds using the heat and flame test apparatus.

8.29.5.3.1 All peak temperature readings shall be within a temperature range of 815°C to 1150°C (1500°F to 2102°F).

8.29.5.3.2 The average mean of all peak temperature readings specified in 8.29.5.3.1 shall be no higher than 950°C (1742°F).

8.29.5.4 The test oven recovery time, after the door is closed, shall not exceed 1 minute.

8.29.5.5 The airflow performance test shall be conducted as specified in 8.1.5, with modifications to the ventilation rate specified in 8.29.5.7 with the test temperatures specified in 8.29.5.3 and 8.29.5.8.

8.29.5.5.1 The variation in pressure extremes caused by the heat and flame test mannequin configuration shall be determined as specified in 8.29.5.5.2 and 8.29.5.5.3.

8.29.5.5.2 The airflow performance test as specified in Section 8.1, Airflow Performance Test, shall be carried out using the configuration specified in 8.29.4.4.

8.29.5.5.3 The difference in pressure between the two tests shall be calculated by subtracting the values obtained using the configuration defined in 8.29.4.4 from the values obtained using the configuration specified in Section 8.1, Airflow Performance Test.

8.29.5.6 The airflow performance test shall begin no longer than 60 s before the SCBA and mannequin are placed into the oven, with the door closed, and shall continue for a total duration of 24 minutes.

8.29.5.7 The ventilation rate shall be set at 40 L/min, ± 2 L/min, with a respiratory frequency of 24 breaths/min, ± 1 breath/min at ambient conditions as specified in 8.1.3.2.

8.29.5.8 The SCBA mounted on the test mannequin shall be placed in the test oven at a temperature of 260°C, $\pm 5^\circ\text{C}$ (500°F, $\pm 10^\circ\text{F}$).

8.29.5.9 After the test oven door is closed and the oven temperature recovers to 260°C, $\pm 5^\circ\text{C}$ (500°F, $\pm 10^\circ\text{F}$), the test exposure time of 5 minutes, +2.0 seconds/-0.0 seconds shall begin. Recovery time shall be less than 60 seconds.

8.29.5.10 At the completion of the 5-minute exposure, the oven door shall be opened, and the SCBA mounted on the test mannequin shall be moved out of the oven and into the center of the burner array.

8.29.5.11 The SCBA shall then be exposed to direct flame contact for 10 seconds, +0.25 second/-0.0 seconds.

8.29.5.12 This exposure shall begin within 20 seconds of removal of the SCBA from the test oven.

8.29.5.13 The SCBA shall be observed for any afterflame, and the afterflame shall be extinguished with multiple spray-type devices using room temperature water.

8.29.5.14 Within 20 seconds after the direct flame exposure has been completed, the SCBA mounted on the test mannequin shall be raised 150 mm, +6 mm/-0 mm (6 in., +¼ in./-0 in.) and dropped freely.

8.29.5.15 The facepiece pressure during the entire test shall be read from the strip chart recorder and corrected by adding the value of the difference in pressure calculated in 8.29.5.5.1 to determine pass or fail as specified in 7.22.1.

8.29.5.16 Any pressure spike caused by the impact of the drop test and measured within a duration of three cycles of the breathing machine after the apparatus drop shall be disregarded.

8.29.6 Report.

8.29.6.1 The facepiece pressure peak inhalation and peak exhalation shall be recorded and reported for each test condition.

8.29.7 Interpretation.

8.29.7.1 Pass or fail performance shall be based on the facepiece pressure peak inhalation and exhalation values for the duration of the test.

8.29.7.2 Failure to meet any of the test condition requirements shall constitute failure of the SCBA.

Annex A Explanatory Material

Annex A is not a part of the requirements of this NFPA document but is included for informational purposes only. This annex contains explanatory material, numbered to correspond with the applicable text paragraphs.

A.1.1.1 The use of SCBA by fire fighters is always assumed to be in atmospheres immediately dangerous to life or health (IDLH). There is no way to predetermine hazardous conditions, concentrations of toxic materials, or percentages of oxygen in air in a fire environment, during overhaul (salvage) operations, or under other emergency conditions involving spills or releases of hazardous materials. Thus, SCBA are required at all times during any fire-fighting, hazardous materials, or overhaul operations. General use criteria are contained in NFPA 1500, *Standard on Fire Department Occupational Safety and Health Program*.

A.1.1.4 Both NIOSH 42 CFR 84, "Respiratory Protective Devices, Tests for Permissibility," and NFPA 1981 require any accessory attached to an SCBA to be certified under both of these documents.

Emergency response organizations are cautioned that accessories are not part of the certified product but could be attached to a certified product by means not engineered, manufactured, or authorized by the certified product manufacturer.

Emergency response organizations are cautioned that if an accessory or its means of attachment causes the performance of the certified product to be compromised, the certified product might not be compliant with the standard with which it was originally certified as compliant. Additionally, if an accessory or the accessory's means of attachment are not designed and manufactured from suitable materials for the hazardous environments of emergency incidents, the failure of the accessory, or means of attachment, could cause injury to the emergency responder.

Where users desire an accessory that is not part of the certification of the SCBA, the user must contact the SCBA manufacturer to seek approval for the accessory.

Attachment of any accessory that is not approved and part of the certification of the SCBA will void the certification.

A.1.2.2 Although SCBA that meet this standard have been tested to more stringent requirements than required for NIOSH certification, there is no inherent guarantee against SCBA failure or fire fighter injury. Even the best-designed SCBA cannot compensate for either abuse or the lack of a respirator training and maintenance program. The severity of these tests should not encourage or condone abuse of SCBA in the field.

The environmental tests utilized in this standard alone might not simulate actual field conditions, but they are devised to put extreme loads on SCBA in an accurate and reproducible manner by test laboratories. However, the selection of

recorded and reported, and the starting time of each facepiece donning shall be recorded.

8.10.6.5 The average for each donning shall be calculated, recorded, and reported. There shall be a total of 15 averages of 3 measurements (5 averages for each of the 3 facepiece samples). See Figure 8.10.6.5.

8.10.7 Interpretation.

8.10.7.1 The averages calculated in 8.10.6.5 shall be used to determine a pass or fail per Section 7.10.

8.10.7.2 If any of the 15 averages score less than the minimum threshold specified in Section 7.10, the facepiece shall be considered to have failed and shall be reported as such.

8.10.7.3 If all of the 15 averages score equal to or greater than the minimum threshold specified in Section 7.10, the facepiece shall be considered to have passed and shall be reported as such.

8.11 Heat and Flame Test.

8.11.1 Application. This test method shall apply to complete SCBA.

8.11.2 Samples. Each sample to be tested shall be as specified in 4.3.9.

8.11.3 Specimen Preparation.

8.11.3.1 Prior to testing, specimens shall be conditioned for a minimum of 4 hours and tested at an ambient temperature of 22°C, ±3°C (72°F, ±5°F) and RH of 50 percent, ±25 percent.

8.11.3.2 Specimens for conditioning shall be complete SCBA.

8.11.4 Apparatus.

8.11.4.1 A test mannequin meeting the requirements specified in Figure 8.11.4.1 shall be provided.

8.11.4.2 Both the calibration mannequin and the heat and flame test mannequin shall have protective coverings.

8.11.4.2.1 The protective coverings shall be a weld blanket made of fireproof silica cloth of a minimum weight of 18 oz/sq yd.

8.11.4.2.2 The protective coverings shall be designed and constructed to provide coverage over the surface of the mannequins.

8.11.4.2.3 Where additional insulation is needed to protect the mannequin electronics, an additional thermal liner underlayer shall be permitted.

8.11.4.2.4 The complete protective covering shall be discarded and shall not be used where the damage to any portion indicates the covering can no longer provide thermal protection for the test mannequin.

8.11.4.3 A test headform meeting the requirements specified in 8.1.4.1 shall be used on the test mannequin.

8.11.4.4 The test headform shall be attached to the breathing machine as specified in Figure 8.1.4.9, with the modification that a 38 mm (1½ in.) I.D. breathing hose, not longer than 7.6 m (25 ft), shall be interconnected between the breathing machine and the throat tube of the test mannequin headform.

8.11.4.5 The test headform shall be covered with an undyed aramid hood for protection of the headform during testing.

8.11.4.5.1 The protective hood shall meet the hood requirements of NFPA 1971, *Standard on Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting*.

8.11.4.5.2 The protective hood, when placed on the test headform, shall not affect the seal of the facepiece to the headform.

8.11.4.5.3 The protective hood shall not cover or protect any part of the facepiece or the facepiece retention system that holds the facepiece to the headform.

8.11.4.6 The heat and flame test apparatus shall be as specified in Figure 8.11.4.6.

8.11.4.6.1 The test oven shall be a horizontal forced circulating air oven with a range of flow of 38 m/min to 76 m/min (125 ft/min to 250 ft/min).

8.11.4.6.2 The test oven shall have minimum dimensions of 915 mm depth × 915 mm width × 1.22 m height (36 in. depth × 36 in. width × 48 in. height).

8.11.5 Procedure.

8.11.5.1 The SCBA shall be mounted on the test mannequin to simulate the correct wearing position on a person as specified by the SCBA manufacturer's instructions.

8.11.5.2 The facepiece shall be mounted and tested on the test headform as specified in 8.1.4.1.

8.11.5.3 For calibration prior to the heat and flame test, the mannequin for calibration shall be the same as the test mannequin specified in 8.11.4.1 and shall be exposed to direct flame contact for 10 seconds using the heat and flame test apparatus.

8.11.5.3.1 All peak temperature readings shall be within a temperature range of 815°C to 1150°C (1500°F to 2102°F).

8.11.5.3.2 The average mean of all peak temperature readings specified in 8.11.5.3.1 shall be no higher than 950°C (1742°F).

8.11.5.4 The test oven recovery time, after the door is closed, shall not exceed 1.0 minute.

8.11.5.5 The airflow performance test shall be conducted as specified in 8.1.5, with modifications to the ventilation rate specified in 8.11.5.7 with the test temperatures specified in 8.11.5.3 and 8.11.5.8.

8.11.5.5.1 The variation in pressure extremes caused by the heat and flame test mannequin configuration shall be determined as specified in 8.11.5.5.2 and 8.11.5.5.3.

8.11.5.5.2 The airflow performance test as specified in Section 8.1, Airflow Performance Test, shall be carried out using the configuration specified in 8.11.4.4 at the same ventilation rates.

8.11.5.5.3 The difference in pressure between the two tests shall be calculated by subtracting the values obtained using the configuration defined in 8.11.4.4 from the values obtained using the configuration specified in Section 8.1, Airflow Performance Test.

8.11.5.6 The airflow performance test shall continue through the drop test specified in 8.11.5.15.

8.11.5.7 The ventilation rate shall be set at 40 L/min, ±2 L/min, with a respiratory frequency of 24 breaths/min, ±1 breath/min at ambient conditions as specified in 8.1.3.2.

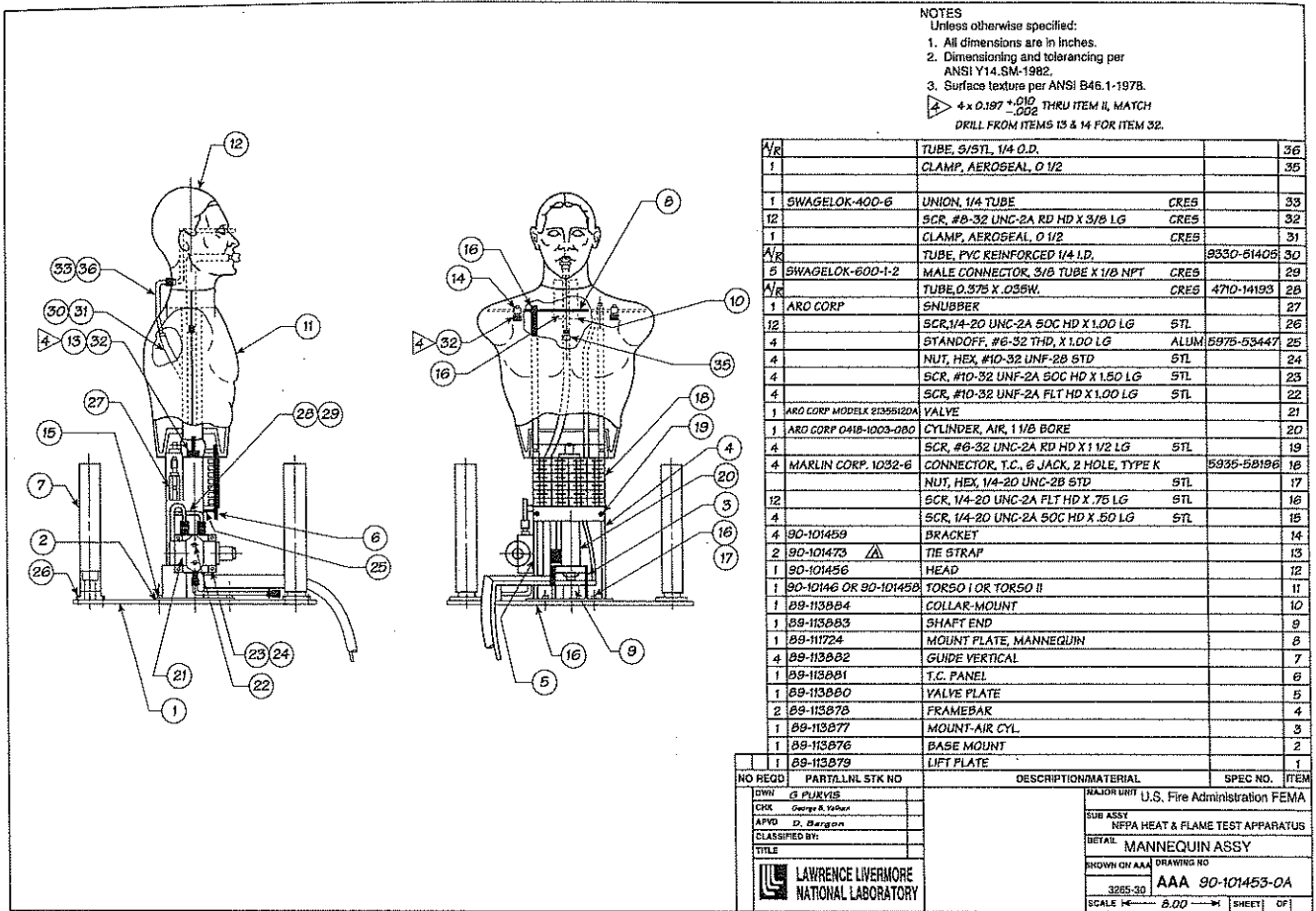


FIGURE 8.11.4.1 Test Mannequin.

- 8.11.5.8 The SCBA mounted on the test mannequin shall be placed in the test oven that has been preheated to 95°C, ±2°C (203°F, ±4°F).
- 8.11.5.9 After the test oven door is closed and the oven temperature recovers to 95°C (203°F), the test exposure time of 15 minutes shall begin.
- 8.11.5.10 At the completion of the 15-minute exposure, the ventilation rate shall be increased to 103 L/min, ±3 L/min, as specified in 8.1.4:10.7.
- 8.11.5.11 The oven door shall be opened, and the SCBA mounted on the test mannequin shall be moved out of the oven and into the center of the burner array.
- 8.11.5.12 The SCBA shall then be exposed to direct flame contact for 10 seconds, +0.25 second/-0.0 seconds.
- 8.11.5.13 This exposure shall begin within 20 seconds of removal of the SCBA from the test oven.
- 8.11.5.14 The SCBA shall be observed for any afterflame, and the afterflame duration shall be recorded to determine pass or fail as specified in 7.11.2.
- 8.11.5.15 Within 20 seconds after the direct flame exposure has been completed, the SCBA mounted on the test mannequin shall be raised 150 mm, +6 mm/-0 mm (6 in., +¼ in./-0 in.) and dropped freely.

- 8.11.5.16 The SCBA shall be observed to determine pass or fail performance as specified in 7.11.3.
- 8.11.5.17 The facepiece pressure during the entire test shall be read from the strip chart recorder and corrected by adding the value of the difference in pressure calculated in 8.11.5.5.1 to determine pass or fail as specified in 7.11.1.
- 8.11.5.18 Any pressure spike caused by the impact of the drop test and measured within a duration of three cycles of the breathing machine after the apparatus drop shall be disregarded.
- 8.11.5.19 The SCBA facepiece and HUD shall be removed from the test headform and shall be donned by a test subject without touching the facepiece lens or HUD.
 - 8.11.5.19.1 The test subject shall have visual acuity of 20/20 in each eye, uncorrected or corrected with contact lenses.
 - 8.11.5.19.2 The test subject shall then observe the HUD display to see that visual alert signal(s) have activated.
 - 8.11.5.19.3 The test subject shall identify the visual alert signals that are activated.
- 8.11.5.20 The SCBA facepiece, removed from the test headform and donned by the test subject as specified in 8.11.5.19, shall be used for determining facepiece lens vision.

CBRN Approval

Attachment A

Statement of Standard

The SCBAs must meet the following minimum requirements:

- Approval under NIOSH 42 CFR Part 84, Subpart H
- Compliance with National Fire Protection Association (NFPA) Standard 1981 for Open-Circuit Self-Contained Breathing Apparatus for Fire Fighters
- Special Tests under NIOSH 42 CFR 84.63(c)
 - (1) Chemical Agent Permeation and Penetration Resistance Against Distilled Sulfur Mustard (HD) and Sarin (GB)
 - (2) Laboratory Respirator Protection Level (LRPL)

(1). Chemical Agent Permeation and Penetration Resistance Against Distilled Mustard (HD) and Sarin (GB) Agent Test Requirement

Open-circuit, positive-pressure SCBAs, including all components and accessories except the air cylinder (shell), shall resist the permeation and penetration of distilled sulfur mustard (HD) and sarin (GB) chemical agents when tested on an upper-torso manikin connected to a breathing machine operating at an air flow rate of 40 liters per minute (L/min), 36 respirations per minute, 1.1 liters tidal volume.

Test requirements for distilled sulfur mustard (HD) are shown in Table 1.

Table 1: Simultaneous Liquid and Vapor Challenge of SCBA with Distilled Sulfur Mustard (HD)

Agent	Challenge Concentration	Duration of Challenge (min)	Breathing Machine Airflow Rate (L/min)	Maximum Peak Excursion (mg/m ³)	Maximum Breakthrough (concentration integrated over Minimum Service Life) (mg-min/m ³)	Number of Systems Tested	Minimum Service Life (hours)
HD-Vapor	300 mg/m ³	30 ⁽¹⁾	40	0.60 ⁽³⁾	6.0 ⁽⁴⁾	3	6 ⁽²⁾
HD-Liquid	0.86 ml	360					

⁽¹⁾ Vapor challenge concentration will start immediately after the liquid drops have been applied and the test chamber has been sealed.

⁽²⁾ The test period begins upon start of initial vapor generation.

⁽³⁾ Three consecutive sequential test data points at or exceeding 0.6 mg/m³ will collectively constitute a failure where each test value is based on a detector sample time of approximately 2 minutes.

⁽⁴⁾ The cumulative Ct including all peak data points must not be exceeded for the duration of the 6-hour test.

Test requirements for sarin (GB) agent are shown in Table 2.

Table 2: Vapor Challenge of SCBA with Sarin (GB)

Challenge Agent	Vapor Concentration (mg/m ³)	Vapor Challenge Time (minutes)	Breathing Machine Airflow Rate (L/min)	Maximum Peak Excursion mg/m ³	Maximum Breakthrough (concentration integrated over Minimum Service Life) (mg-min/m ³)	Number of Systems Tested	Minimum Service Life (hours)
GB	2,000 mg/m ³	30 ⁽¹⁾	40	0.087 ⁽³⁾	2.1 ⁽⁴⁾	3	6 ⁽²⁾

⁽¹⁾ The vapor challenge concentration generation will be initiated immediately after test chamber has been sealed.

⁽²⁾ The test period begins upon initial generation of vapor concentration.

⁽³⁾ Three consecutive sequential test data points at or exceeding 0.087 mg/m³ will collectively constitute a failure where each test value is based on a detector sample time of approximately 2 minutes.

⁽⁴⁾ The cumulative Ct including all peak data points must not be exceeded for the duration of the 6-hour test.

(2). Laboratory Respiratory Protection Level (LRPL) Test Requirement

The measured laboratory respiratory protection level (LRPL) for each open-circuit positive-pressure self-contained breathing apparatus shall be ≥ 500 , when the SCBA facepiece is tested in a negative pressure mode in an atmosphere containing 20-40 mg/m³ corn oil aerosol of a mass median aerodynamic diameter of 0.4 to 0.6 micrometers.



SCOTT
Fire & Safety

NFPA 1981/1982, 2018 COMPLIANT AIR-PAK™ SCBA LIMITED WARRANTY

3M™ Scott™ Fire & Safety (3M SCOTT) warrants NFPA 1981/1982, 2018 compliant Air-Pak SCBA, including facepiece and cylinder (THE PRODUCTS) to be free from defects in workmanship and materials for as long as THE PRODUCTS are owned by the original end-user purchaser. This warranty applies to all components of THE PRODUCTS including all accessories and optional equipment purchased and supplied at the time of original sale of THE PRODUCTS, except voice communication devices and accessories, in-mask thermal imaging devices, integrated self-rescue belts, consumable supplies, and carrying cases.

3M SCOTT warrants all voice communication devices and in-mask thermal imaging devices to be free from defects in workmanship and materials for a period of five (5) years from the date of original manufacture by 3M SCOTT.

3M SCOTT warrants all integrated self-rescue belts, paddle PTT accessories, ring PTT accessories, throat mic accessories, command communication headset accessories, programmer modules, consumable supplies, and carrying cases to be free from defects in workmanship and materials for a period of one (1) year from the date of original manufacture by 3M SCOTT.

3M SCOTT's obligation under this warranty is limited to replacing or repairing (at 3M SCOTT's option) THE PRODUCTS or components shown to be defective in either workmanship or materials.

Only personnel of 3M SCOTT or, when directed by 3M SCOTT, authorized 3M SCOTT service providers are authorized to perform warranty obligations. This warranty does not apply to defects or damage caused by any repairs of or alterations to THE PRODUCTS made by owner or any third party unless expressly permitted by 3M SCOTT product manuals or by written authorization from 3M SCOTT. To obtain performance under this warranty, and as a condition precedent to any duty of 3M SCOTT, the purchaser must return such products to 3M SCOTT, a 3M SCOTT authorized distributor or a 3M SCOTT authorized service center. Any product returned to 3M SCOTT shall be sent to "3M SCOTT FIRE & SAFETY" (Attn: Warranty Claim Dept.), 4320 Goldmine Road, Monroe, NC 28110.

This warranty does not apply to any malfunction of or damage to THE PRODUCTS resulting from accident, misuse or abuse.

THIS WARRANTY IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IN ADDITION, 3M SCOTT EXPRESSLY DISCLAIMS ANY LIABILITY FOR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES IN ANY WAY CONNECTED WITH THE SALE OR USE OF 3M SCOTT PRODUCTS, AND NO OTHER FIRM OR PERSON IS AUTHORIZED TO ASSUME ANY SUCH LIABILITY. THIS WARRANTY APPLIES ONLY TO THE ORIGINAL END-USER PURCHASER AND IS NON-TRANSFERABLE.

RESPIRATOR MARKINGS

Do not alter or permanently cover over any labels on the SCOTT AIR-PAK X3 CGA SCBA or SCOTT AIR-PAK X3 CGA SCBA cylinder and valve assembly. If user applied identification markings are added to the SCOTT AIR-PAK X3 CGA SCBA or SCBA cylinder and valve assembly, do not obscure any labels supplied on the AIR-PAK X3 CGA SCBA or AIR-PAK X3 CGA SCBA cylinder and valve assembly. Any user applied markings must be applied in such a way as will not weaken or damage the AIR-PAK X3 CGA SCBA or AIR-PAK X3 CGA SCBA cylinder and valve assembly, will not interfere with the proper function of these assemblies and will not add flammable materials to these assemblies.

SPECIALIST LEVEL MAINTENANCE

The respiratory protection program under which this equipment is used may elect to train an individual to perform maintenance beyond the routine cleaning and REGULAR OPERATIONAL INSPECTION of the respirator. For this purpose, the SCOTT *Specialist Level Maintenance Training Manual* is available on request from SCOTT Safety. This manual contains additional maintenance information that can be performed someone with good mechanical ability using standard hand tools. Contact your SCOTT distributor for details. The information in this manual is not as detailed or advanced as that which is available to a SCOTT Authorized Service Center.

PERIODIC TESTING

Air-Pak

SCOTT recommends that this respirator be inspected and tested by a SCOTT Authorized Service Center using SCOTT Authorized Test Equipment at least once a year. Heavy use and/or severe service conditions may require more frequent inspection and testing. This recommendation is in addition to all other cleaning and maintenance procedures.

In addition, all air cylinders used with SCOTT respirators must be periodically visually inspected and hydrostatically tested by a licensed cylinder retester. The cylinder inspection and test must be done in accordance with the appropriate US Department of Transportation (DOT) specification or the applicable DOT exemption. See step 2 of the REGULAR OPERATIONAL INSPECTION section of this instruction.

Because this respirator may be used to support human life in a hazardous atmosphere, do not attempt maintenance beyond that described in this instruction or in the SCOTT *Specialist Level Maintenance Training Manual*. If disassembly or adjustment other than described in this instruction or the SCOTT *Specialist Level Maintenance Training Manual* is found to be required, the respirator must be serviced by a SCOTT Authorized Service Center in accordance with the appropriate SCOTT Technician Service Manuals. Service by a SCOTT Authorized Service Center can be arranged through your authorized SCOTT distributor or by contacting SCOTT Safety.

RETIREMENT CRITERIA AND CONSIDERATIONS

Retirement criteria and considerations to be determined by SCOTT trained and Certified Overhaul Technicians.

WARNING

APPLYING ANY MARKINGS OR LABELS THAT DAMAGE OR OBSCURE THE EXISTING LABELING MAY VOID THE APPROVAL OF THE CERTIFYING AGENCY BY INTERFERING WITH PROPER IDENTIFICATION OF ASSEMBLIES. IMPROPER IDENTIFICATION OF ASSEMBLIES MAY RESULT IN ERRORS IN MAINTENANCE CAUSING FAILURE OF THE RESPIRATOR WHICH MAY RESULT IN SERIOUS INJURY OR DEATH.

WARNING

DO NOT APPLY ANY MARKINGS OR LABELS THAT DAMAGE OR INTERFERE WITH THE OPERATION OF THE RESPIRATOR. ANY USER APPLIED MARKINGS THAT INTERFERE WITH THE OPERATION OF THE RESPIRATOR MAY CAUSE A FAILURE OF THE RESPIRATOR AND MAY RESULT IN SERIOUS INJURY OR DEATH.

WARNING

MAINTAIN ONLY WITH APPROVED PARTS AND IN ACCORDANCE WITH APPROVED METHODS. THE USE OF NON-SCOTT AUTHORIZED COMPONENTS DURING MAINTENANCE, OR ATTEMPTING MAINTENANCE BEYOND THE SCOPE OF THIS INSTRUCTION WITHOUT THE PROPER TRAINING, EQUIPMENT, AND AUTHORIZATION MAY RESULT IN A FAILURE OF THE RESPIRATOR LEADING TO SERIOUS INJURY OR DEATH.

WARNING

FAILURE TO REGULARLY INSPECT AND MAINTAIN THIS RESPIRATOR AS INSTRUCTED HEREIN MAY RESULT IN A FAILURE OF THE RESPIRATOR LEADING TO SERIOUS INJURY OR DEATH.

Daily or periodic inspection to be done per regular operational inspection procedure per X3 Pro Op + Maintenance Instructions page 11. Facepiece fit testing - page 8



U.S. Department
of Transportation

**Pipeline and Hazardous
Materials Safety Administration**

*Cylinder testing
+ expiration*

May 09, 2016

East Building, PHH - 30
1200 New Jersey Avenue, Southeast
Washington, D.C. 20590

DOT-SP 10915
(TWENTY-FIRST REVISION)

EXPIRATION DATE: April 30, 2020

(FOR RENEWAL, SEE 49 CFR 107.109)

1. GRANTEE: Luxfer Gas Cylinders
Riverside, CA
2. PURPOSE AND LIMITATIONS:
 - a. This special permit authorizes the manufacture, mark, sale and use of a non-DOT specification fully wrapped carbon-fiber reinforced aluminum lined cylinder for the transportation in commerce of the materials authorized by this special permit. This special permit provides no relief from the Hazardous Materials Regulations (HMR) other than as specifically stated herein. The most recent revision supersedes all previous revisions.
 - b. The safety analyses performed in development of this special permit only considered the hazards and risks associated with transportation in commerce.
3. REGULATORY SYSTEM AFFECTED: 49 CFR Parts 106, 107 and 171-180.
4. REGULATIONS FROM WHICH EXEMPTED: 49 CFR §§ 172.203(a) and 172.301(c) in that the marking requirements are waived and §§ 173.302a(a)(1), 173.304a(a)(1), and 180.205 in that non-specification cylinders are not authorized, except as specified herein.
5. BASIS: This special permit is based on the application of Luxfer Gas Cylinders dated April 13, 2016, submitted in accordance with § 107.109.

CFFC-2 - Type, Size and Service Pressure

* * *

The marked service pressure may not exceed 37,921kPa (5,500 psi) at a reference temperature of 21.1°C (70°F).

* * *

CFFC -6 - Authorized Material and Identification of Material

(b) Filament Materials

(i) Carbon fibers: * * *

The tensile strength may not exceed 6,205,282 kPa (900,000 psi), the modulus of elasticity may not exceed 300 million kPa (43.5 million psi), and the strain to failure may not be less than 1 percent.

* * *

CFFC-8(a) (iv) Threaded openings need not extend completely through the neck and may be designed to allow full engagement of mating threads.

b. TESTING - Cylinders retested prior to May 11, 2001 must be retested within 36 months of the retest date marked on the cylinder. Cylinders retested on or after May 11, 2001 must be reinspected and hydrostatically retested at least once every five years. Testing must be performed in accordance with § 180.205, tested to 5/3 of the marked service pressure, and the latest edition of CGA pamphlet C-6.2 "Guidelines for Visual Inspection and Re-qualification of Fiber Reinforced High Pressure Cylinders", except as specifically noted herein:

(1) Cylinders must be volumetrically tested by the water jacket method suitable for the determination of the cylinder expansion for a minimum test time of one minute.

(2) A maximum permanent expansion to total expansion ratio does not apply. The cylinder must be condemned if the elastic expansion exceeds the rejection elastic expansion (REE) as marked on the cylinder.

(3) Retest markings must be applied on a label securely affixed to the cylinder and over coated with epoxy, near the original test date. Metal stamping of the composite surface is prohibited. Reheat treatment of

but length exceeding the Level 2 maximum is considered to have Level 3 type damage. Cylinders with Level 3 type damage are not authorized to be repaired, and must be condemned.

(7) A hydrostatic retest may be repeated as provided for in § 180.205; only two such retests are permitted. Pressurization prior to the official hydrostatic test for the purpose of a systems check must not exceed 85% of the required test pressure.

c. OPERATIONAL CONTROLS -

(1) Cylinders manufactured under this special permit are not authorized for use fifteen (15) years after the date of manufacture.

(2) Cylinders may not be used for underwater breathing purposes.

(3) Cylinders used in oxygen service or in nitrous oxide service must conform with § 173.302(b)(1)-(3).

(4) A cylinder that has been subjected to fire may not be returned to service.

(5) Transportation of flammable gases is not authorized aboard passenger-carrying aircraft or cargo vessel.

(6) Transportation of oxygen is only authorized when in accordance with § 175.501.

(7) Cylinders must be packaged in accordance with § 173.301(a)(9).

8. SPECIAL PROVISIONS:

a. In accordance with the provisions of Paragraph (b) of § 173.22a, persons may use the packaging authorized by this special permit for the transportation of the hazardous materials specified in paragraph 6, only in conformance with the terms of this special permit.

BATTERY REPLACEMENT

Batteries are required for the proper operation of this equipment. Instructions for battery replacement on AIR-PAK respirator features are contained in this instruction. Certain accessories and features require batteries for operation. Refer to the user instructions provided with any approved communications device for details of operation and maintenance. Always verify that this equipment and all accessories used with it have fresh batteries before use. Refer to the Operation and Maintenance instructions provided with any other accessories for details of battery replacement.

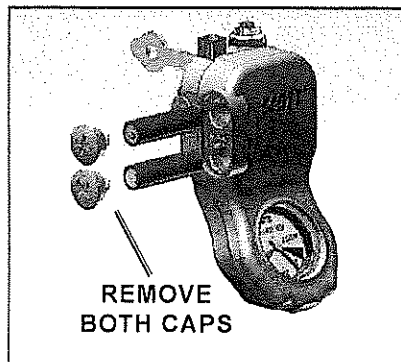
RESPIRATORS WITH HEADS-UP DISPLAY ONLY

AIR-PAK respirators equipped with a Heads-Up Display but **NO** PASS Device, require two (2) AA batteries in the remote gauge console for operation. The batteries should be replaced only by a trained operator (SCBA user) in a clean area known to be nonflammable.

Replace batteries as follows:

1. Locate the remote gauge console.
2. Using a Phillips driver, remove both battery caps holding the battery cover. See FIGURE 22.

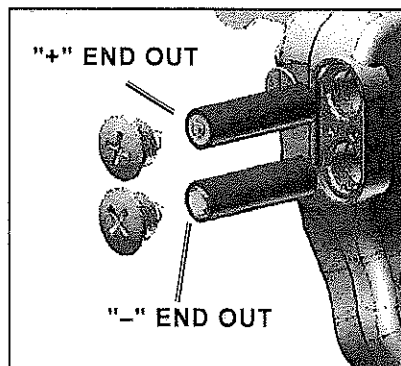
FIGURE 22



3. Slide the two batteries out of the battery compartment.
4. To maintain Intrinsic Safety, replace batteries only with a pair of the following 1.5 volt AA batteries:
 - Energizer³ Alkaline EN91
 - Energizer Alkaline E91
 - Duracell⁴ Alkaline MN1500
 - Duracell Alkaline MX1500
 - Duracell Alkaline PC1500
 - Duracell Quantum QU1500

Do not mix batteries. Be sure batteries are properly oriented in battery compartment with the "+" end and the "-" end of each as shown in FIGURE 23.

FIGURE 23



5. The battery caps must be installed so that they are water tight after replacement. Clean the inside edge of each battery compartment and seal around the outside of each cover by wiping with a clean damp cloth to remove any dirt or foreign matter which might prevent a proper seal. Check cover gaskets for tears or cuts. If damage is found, remove respirator from service and tag for repair by authorized personnel.
6. When covers are placed in position and the batteries are properly installed, all lights in the HEADS-UP DISPLAY will light for approximately twenty (20) seconds to verify operation.
7. Thread the battery covers in until the edge of the battery cover is touching the face of the battery compartment. Tighten each screw **HAND TIGHT** only. **DO NOT OVERTIGHTEN.** Perform the **REGULAR OPERATIONAL INSPECTION** to verify proper operation of the HEADS-UP DISPLAY.

³ Energizer is a registered trademark of Energizer Holdings, Inc., St. Louis, MO.

⁴ Duracell is a registered trademark of The Procter & Gamble Company, Cincinnati, OH.

WARNING

BATTERIES ARE REQUIRED FOR PROPER OPERATION OF THIS EQUIPMENT. FAILURE TO INSTALL BATTERIES AND TO PERFORM A REGULAR OPERATIONAL INSPECTION MAY RESULT IN A MALFUNCTION OF THE EQUIPMENT WHICH COULD RESULT IN SERIOUS INJURY OR DEATH.

WARNING

IF A RESPIRATOR INCORPORATING THE HEADS-UP DISPLAY ONLY IS USED IN AN EXPLOSIVE OR FLAMMABLE ATMOSPHERE, REGULARLY INSPECT THE RESPIRATOR, INCLUDING THE HEADS-UP DISPLAY, AS DESCRIBED IN THIS INSTRUCTION AND CORRECT ANY DAMAGE FOUND. DO NOT SUBSTITUTE ANY PARTS OR COMPONENTS. USE ONLY THE BATTERIES AS SPECIFIED IN THIS INSTRUCTION. THE FAILURE TO CORRECT ANY DAMAGE, THE INSTALLATION OF INCORRECT BATTERIES, OR THE SUBSTITUTION OF ANY OTHER COMPONENTS MAY IMPAIR THE INTRINSIC SAFETY OF THE UNIT AND MAY LEAD TO A FIRE OR AN EXPLOSION WHICH COULD RESULT IN SERIOUS INJURY OR DEATH.

WARNING

BATTERIES MUST ONLY BE CHANGED IN AN AREA KNOWN TO BE NONFLAMMABLE. CHANGING THE BATTERIES IN A FLAMMABLE ATMOSPHERE MAY CAUSE AN IGNITION WHICH COULD RESULT IN SERIOUS INJURY OR DEATH.

WARNING

TO REDUCE THE RISK OF EXPLOSION USE BATTERIES ONLY FROM THE LIST PROVIDED, DO NOT MIX OLD BATTERIES WITH UNUSED BATTERIES, AND DO NOT MIX BATTERIES FROM DIFFERENT MANUFACTURERS. UNAUTHORIZED SUBSTITUTION OF COMPONENTS MAY IMPAIR INTRINSIC SAFETY AND CAUSE AN EXPLOSION WHICH COULD LEAD TO SERIOUS INJURY OR DEATH.

RESPIRATORS WITH PAK-ALERT DISTRESS ALARM

AIR-PAK respirators equipped with a Heads-Up Display AND a PAK-ALERT distress alarm, require six (6) "AA" cell batteries for operation. The six (6) batteries power both the Heads-Up Display AND the PAK-ALERT distress alarm, so separate batteries in the Gauge Console are not required. The batteries should be replaced only by a trained operator (SCBA user) in a clean area known to be nonflammable. Replace batteries as follows:

NOTE

WHEN RECEIVING AIR-PAK RESPIRATORS, THE USER SHOULD UPDATE THE ELECTRONICS TO THE LOCAL TIME ZONE USING THE PAK-LINK PROGRAMMER (P/N 200673-01).

1. Close respirator cylinder valve, open regulator purge valve letting out all the trapped air, close regulator purge valve, press the reset button twice. A fifteen second beep sequence occurs as the residual air bleeds off. Unit will sound a two tone chirp and green light will go out.

NOTE

ALWAYS BE SURE THAT CYLINDER VALVE IS OFF AND THE PAK-ALERT DISTRESS ALARM IS COMPLETELY INACTIVE BEFORE CHANGING BATTERIES. NEVER REMOVE OR REPLACE BATTERIES WITH SYSTEM PRESSURIZED OR DAMAGE MAY OCCUR TO ELECTRONIC COMPONENTS.

2. When replacing batteries on respirators, remove the cylinder and place the respirator in a clean, non-hazardous area.
3. Use a Phillips driver to remove the Battery Housing Cover as shown in FIGURE 24. Carefully remove the cover and set aside.
4. Remove used batteries from battery compartment by sliding them out of the battery compartment.
5. Install six (6) fresh new "AA" batteries of the same type. **Always replace all batteries at the same time.** The battery holder is marked with the style and orientation of the batteries required. To maintain Intrinsic Safety, use six (6) each of one of the following 1.5 volt AA batteries:

- Duracell Alkaline MN1500
- Duracell Alkaline MX1500
- Duracell Alkaline PC1500
- Duracell Quantum QU1500
- Energizer Alkaline EN91
- Energizer Alkaline E91

Do not mix batteries. Verify correct orientation of batteries as shown on label inside the battery holder.

6. The battery cover must be installed so that it is water tight after replacement. Clean the sealing rib around battery compartment and sealing face of the cover, shown in FIGURE 25, by wiping with a clean damp to remove any dirt or foreign matter which might prevent a proper seal. Check cover gasket for tears or cuts. If damage is found, remove respirator from service and tag for repair by authorized personnel.

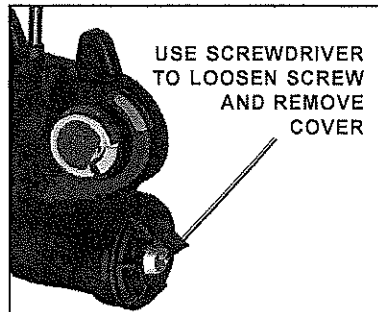


FIGURE 24

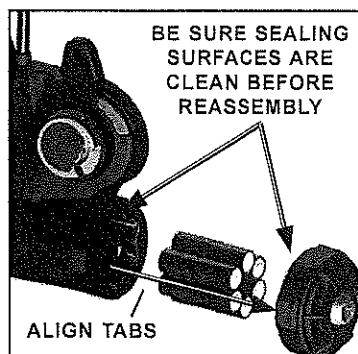


FIGURE 25

CAUTION

SYSTEM MUST NOT BE PRESSURIZED WHEN BATTERIES ARE INSTALLED. DAMAGE TO THE ELECTRONIC COMPONENTS MAY RESULT IF BATTERIES ARE INSTALLED WITH SYSTEM PRESSURIZED.

CAUTION

OVERTIGHTENING THE CYLINDER VALVE MAY CAUSE DAMAGE THAT COULD RESULT IN LEAKAGE OF AIR FROM THE CYLINDER. USE NO TOOLS TO CLOSE THE CYLINDER VALVE.

WARNING

THE PAK-ALERT DISTRESS ALARM IS INTENDED TO ASSIST IN LOCATING A PERSON WHO MAY BE IN A LIFE THREATENING SITUATION. FAILURE TO FOLLOW THE INSTRUCTIONS FOR OPENING, CHANGING THE BATTERIES AND RE-CLOSING THE BATTERY COMPARTMENT MAY RESULT IN DAMAGE WHICH COULD CAUSE FAILURE OF THE PASS DURING A LIFE THREATENING EMERGENCY OR COULD CAUSE A FIRE OR EXPLOSION IN A FLAMMABLE OR EXPLOSIVE ATMOSPHERE POSSIBLY RESULTING IN INJURY OR DEATH.

WARNING

BATTERIES MUST ONLY BE CHANGED IN AN AREA KNOWN TO BE NONFLAMMABLE. CHANGING THE BATTERIES IN A FLAMMABLE ATMOSPHERE MAY CAUSE AN IGNITION WHICH COULD RESULT IN SERIOUS INJURY OR DEATH.

WARNING

TO REDUCE THE RISK OF EXPLOSION USE BATTERIES ONLY FROM THE LIST PROVIDED, DO NOT MIX OLD BATTERIES WITH UNUSED BATTERIES, AND DO NOT MIX BATTERIES FROM DIFFERENT MANUFACTURERS. UNAUTHORIZED SUBSTITUTION OF COMPONENTS MAY IMPAIR INTRINSIC SAFETY AND CAUSE AN EXPLOSION WHICH COULD LEAD TO SERIOUS INJURY OR DEATH.

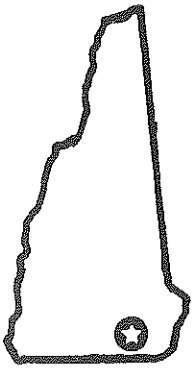
CHECK YOUR WORK!

BEFORE ASSEMBLY OF BATTERY COVER, CHECK TO SEE BOTH BATTERIES ARE FRESH, NEW BATTERIES OF THE TYPE INDICATED ABOVE AND THAT THEY HAVE BEEN INSTALLED PROPERLY.

CAUTION

IMPROPER BATTERY COVER INSTALLATION CAN CAUSE BATTERIES TO OVERHEAT AND MAY CAUSE DAMAGE TO THE PRODUCT. ALWAYS MAKE SURE THAT THE ALIGNMENT GROOVES ON THE BATTERY COVER ARE ALIGNED WITH THE TABS ON THE BATTERY COMPARTMENT DURING INSTALLATION OF THE COVER.

7. To install battery cover, align the three grooves on the cover with the three tabs on the battery compartment, shown in FIGURE 25,
8. Tighten the cover screw. AFTER REPLACEMENT OF BATTERIES, PERFORM A REGULAR OPERATIONAL INSPECTION BEFORE RETURNING RESPIRATOR TO SERVICE.



TOWN OF HUDSON
Office of the Town Administrator
12 School Street
Hudson, New Hampshire 03051

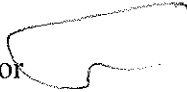
Agenda
12-10-19

8.D



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: December 4, 2019

Re: Petition Warrant Article – To Increase Membership on the Conservation Commission

Attached please find a Petition Warrant Article to increase the membership on the Conservation Commission from five (5) members to seven (7) members. The Town Clerk has verified the signatures on the petition and it is a valid petition. NH RSA 36-A:3 states that the commission shall consist of not less than 3 nor more than 7 members. The Conservation Commission currently has five (5) members. 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 increase the membership on the Conservation Commission from five (5) members to seven (7) members.

Should the Board vote to not recommend the petition, the following motion is appropriate:

Motion: To not recommend the petition warrant article to increase the membership on the Conservation Commission from five (5) members to seven (7) members.

Should you have any questions or need additional information, please feel free to contact me.

PETITION WARRANT ARTICLE

To: Town Clerk

From: Selectmen's Office

Date: 11/25/19

Re: Request for Signature Verification on Attached Petition

Title: *Shall the town vote*
✓ To increase the current membership of the
Hudson Conservation Commission from 5 to 7 members
as permitted by RSA 36-A:3

Received: *William G Collins 5 Locust Street Hudson*
Name/Address
11/25/19 15:55
Date/Time



To: Board of Selectmen

From: Town Clerk's Office

Date: 11/25/19

Re: Signature Verification on subject Petition

Number of Verified Signatures: 38

Signed: *Patti Barry*

Comments: _____



Received back from Town Clerk's office:

cc: BOS
Town Administrator
Town Attorney

PETITION WARRANT ARTICLE FOR MARCH 2020

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 vote to increase the current membership of the Conservation Commission from 5 members to 7 members as permitted by RSA 36-A:3"

Name	Signature	Address where REGISTERED to VOTE	
Brenda Collins	Brenda Collins	5 Locust Street	✓
Ed van der Veer	[Signature]	9 New Jan St.	✓
Judith Salati	Judith Salati	9 Copeland Dr.	✓
Deborah Cocozzello	[Signature]	8 Lund Dr	✓
Elizabeth Dyer	Elizabeth E. Dyer	47 Lawrence rd	✓
Laurie Picard	[Signature]	88 Greeley St	✓
Tammy Morris	Tammy Morris	16 Bockes Rd Hudson	✓
Marie Day	(AKA) MARIE DAY	24 St. Laurent Dr Hudson	✓
Janet Errolini	Janet Errolini	13 Partridge Circle Hudson	✓
Jan MacSweeney Joan Mac Sweeney	Joan MacSweeney	10 Hickory St Hudson NH.	✓
Philip J. MacSwing	Philip J. MacSwing	70 Hickory St. Hudson NH	✓
Kelly Pilotte	Kelly Pilotte	17 Henry Dr Hudson NH	✓
Gail Boutin	Gail Boutin	11 Daniel Webster Dr.	✓

PETITION WARRANT ARTICLE FOR MARCH 2020

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:

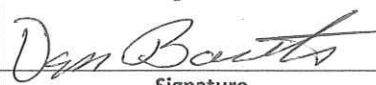
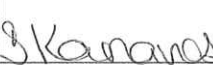


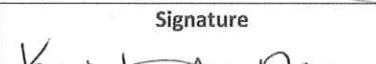
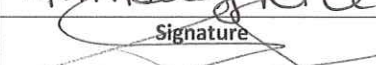






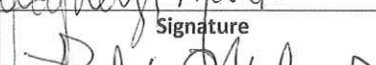
"Shall the Town vote to increase the current membership of the Conservation Commission from 5 members to 7 members as permitted by RSA 36-A:3"

Name	Signature	Address where REGISTERED to VOTE	
JOSEPH UNDERCOFLER		137 MOSQUASH RD.	✓
Gail Porter		9 NEWTON ST.	✓
Ed van der Vee		9 NEWTON ST.	
Laura Bisson		7 NATHANIEL DR.	✓
Paula Hubert		9 KEVIN CROSSING DR.	✓
Roger Hubert		9 KEVIN CROSSING DR.	✓
Cynthia Tonseth		12 WOODRIDGE DR.	✓
William Tonseth		12 WOODRIDGE DR.	✓
Alex Marogogoj		5B Shelley	X Manchester
Michael Tranfaglia		24 WOODCREST DR.	✓
Mary Buesford		39 FLYING ROCK RD.	✓
Audra Barstow		20 PAR LN.	✓
Ben Dibble		7 STEVENS AVE.	✓

PETITION WARRANT ARTICLE FOR MARCH 2020

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:

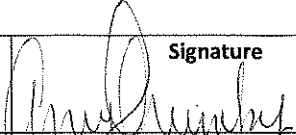
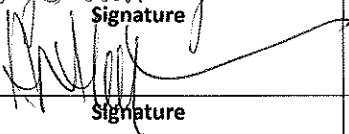
"Shall the Town vote to increase the current membership of the Conservation Commission from 5 members to 7 members as permitted by RSA 36-A:3"

Name	Signature	Address where REGISTERED to VOTE	
DAN BOUTIN Name	 Signature	11 Daniel Webster Dr. Address where REGISTERED to VOTE	✓
Stephanie Kanavos Name	 Signature	3 Locust St. Address where REGISTERED to VOTE	✓
Barbara Kanavos Name	 Signature	3 Locust St. Address where REGISTERED to VOTE	✓
Robert Benson Name	 Signature	4 Locust St. Address where REGISTERED to VOTE	✓
Kimberly Rice Name	 Signature	9 Hickory St. Address where REGISTERED to VOTE	✓
Christy Joy Name	 Signature	46 Marsh Rd. Address where REGISTERED to VOTE	✓
KARA ROY Name	 Signature	46 Marsh Rd. Address where REGISTERED to VOTE	✓
LYNNE OBER Name	 Signature	3 HERITAGE CIR Address where REGISTERED to VOTE	✓
RUSS OBER Name	 Signature	3 HERITAGE CIR Address where REGISTERED to VOTE	✓
JUSTIN OBER Name	 Signature	3 HERITAGE CIR Address where REGISTERED to VOTE	✓
Jacquelyn Markunas Name	 Signature	2 1/2 FULTON ST. Address where REGISTERED to VOTE	✓
Paul Markunas Name	 Signature	2 1/2 FULTON ST. Address where REGISTERED to VOTE	✓
Christopher Quimby Name	 Signature	11 Vernon St Address where REGISTERED to VOTE	✓

PETITION WARRANT ARTICLE FOR MARCH 2020

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 vote to increase the current membership of the Conservation Commission from 5 members to 7 members as permitted by RSA 36-A:3”

Name	Signature	Address where REGISTERED to VOTE
Amy Quimby		11 Vernon Street ✓
ANTHONY PACEWZA		20 TAMMADOC ST ✓
Name	Signature	Address where REGISTERED to VOTE
Name	Signature	Address where REGISTERED to VOTE
Name	Signature	Address where REGISTERED to VOTE
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TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 36-A

CONSERVATION COMMISSIONS

Section 36-A:1

36-A:1 Method of Adoption. – Any city by vote of its city council, and any town at any duly warned meeting, may adopt or rescind the provisions of this chapter.

Source. 1963, 168:1, eff. Aug. 20, 1963. 2008, 317:1, eff. Jan. 1, 2009.

Section 36-A:2

36-A:2 Conservation Commission. – A city or town which accepts the provisions of this chapter may establish a conservation commission, hereinafter called the commission, for the proper utilization and protection of the natural resources and for the protection of watershed resources of said city or town. Such commission shall conduct researches into its local land and water areas and shall seek to coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment it deems necessary for its work. It shall keep an index of all open space and natural, aesthetic or ecological areas within the city or town, as the case may be, with the plan of obtaining information pertinent to proper utilization of such areas, including lands owned by the state or lands owned by a town or city. It shall keep an index of all marshlands, swamps and all other wet lands in a like manner, and may recommend to the city council or selectmen or to the department of natural and cultural resources a program for the protection, development or better utilization of all such areas. It shall keep accurate records of its meetings and actions and shall file an annual report which shall be printed in the annual town or municipal report. The commission may appoint such clerks and other employees or subcommittees as it may from time to time require.

Source. 1963, 168:1. 1973, 550:1, eff. Sept. 3, 1973. 2017, 156:14, I, eff. July 1, 2017.

Section 36-A:3

36-A:3 Composition of Commission. – The commission shall consist of not less than 3 nor more than 7 members. In a town which has a planning board, one member of the commission may also be on the planning board. In a city which has a planning board, one member of the commission may be on the planning board. In cities, the members of the commission shall be appointed by the mayor subject to the provisions of the city charter, and in towns the members of the commission shall be appointed by the selectmen. Alternate members may be appointed in a like manner and when the alternate serves in the absence or disqualification of a regular member, the alternate shall have full voting powers. When a commission is first established, terms of the members shall be for one, 2, or 3 years, and so arranged that the terms of approximately 1/3 of the members will expire each year, and their successors shall be appointed for terms of 3 years each. Any member of a commission so appointed may, after a public hearing, if requested, be removed for cause by the appointing authority. A vacancy occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment. Members of a conservation commission shall be residents of the city or town which they represent. Members of a conservation commission also may serve on other municipal boards and commissions, including, but not limited to a historic district commission established under RSA 673:4, and a heritage commission established under RSA 673:4-a.

Source. 1963, 168:1. 1973, 550:2. 1974, 44:2. 1987, 318:1. 1995, 138:1, eff. July 23, 1995. 1997, 31:1, eff. June 27, 1997.

Section 36-A:4

36-A:4 Powers. –

- I. Said commission may receive gifts of money, personal property, real property, and water rights, either within or outside the boundaries of the municipality, by gift, grant, bequest, or devise, subject to the approval of the local governing body, such gifts to be managed and controlled by the commission for the purposes of this section. Said commission may acquire in the name of the city or town, subject to the approval of the local governing body, by purchase, the fee in such land or water rights within the boundaries of the municipality, or any lesser interest, development right, easement, covenant, or other contractual right including conveyances with conditions, limitations, or reversions, as may be necessary to acquire, maintain, improve, protect, or limit the future use of or otherwise conserve and properly utilize open spaces and other land and water areas within their city or town, and shall manage and control the same, but the city or town or commission shall not have the right to condemn property for these purposes.
- II. No commission, its members, or designee shall enter private property to gather data about the property for use in a wetlands designation, prime wetlands designation, natural resource inventory report or map, or natural heritage map without first obtaining permission of the property owner or agent, or a lawfully issued warrant. Such permission may be oral or written, provided that record is made of oral authorization. If consent for entry is denied, the conservation commission, or designee, may obtain an administrative inspection warrant under RSA 595-B.
- III. Prior to requesting permission, the commission, its members, or designee shall notify the landowner of the purpose of the data gathering, the specific features that will be evaluated, the manner in which the data collected will be recorded and distributed, and possible known consequences of the data collection.
- IV. No data gathered by entering property without the permission of the landowner or an administrative warrant shall be used for any purpose other than law enforcement purposes authorized by statute.
- V. The conservation commission, in reviewing an application to provide input to any other municipal board, shall not require submission of an application for or receipt of a permit or permits from other state or federal governmental bodies prior to accepting a submission for its review or providing such input.

Source. 1963, 168:1. 1973, 550:3. 1995, 138:2, eff. July 23, 1995. 2008, 317:2, eff. Jan. 1, 2009. 2012, 202:2, eff. June 13, 2012. 2013, 270:4, eff. Sept. 22, 2013.

Section 36-A:4-a

36-A:4-a Optional Powers. –

- I. The legislative body of a city or town may vote at an annual meeting to authorize the conservation commission to:
- Expend funds for the purchase of interests in land outside the boundaries of the municipality, subject to the approval of the local governing body; and
 - Expend funds for contributions to "qualified organizations," as defined in section 170(h)(3) of the Internal Revenue Code of 1986,¹ for the purchase of property interests or facilitating transactions relative thereto to be held by the qualified organization, when such purchase carries out the purposes of this chapter. Because such contributions further the protection of the state's natural resources, they are hereby declared to be a public purpose.
- II. A vote under this section may be taken simultaneously with the adoption of this chapter or any time thereafter. If the vote is taken simultaneously with the adoption of this chapter, a separate question shall be placed on the warrant.
- The wording of the question under subparagraph I(a) shall be: "Shall the town vote to adopt the provisions of RSA 36-A:4-a, I(a) to authorize the conservation commission to expend funds to purchase interests in land outside the boundaries of our municipality, subject to the approval of the local governing body?"
 - The wording of the question under subparagraph I(b) shall be: "Shall the town vote to adopt the provisions of RSA 36-A:4-a, I(b) to authorize the conservation commission to expend funds for contributions to 'qualified organizations' for the purchase of property interests, or facilitating transactions related thereto, where the property interest is to be held by the qualified organization and the town will retain no interest in the property?"
- III. The provisions of this section may be rescinded by vote of the legislative body.

¹ 26 U.S.C.A. § 170(h)(3).

Source. 2008, 317:3, eff. Jan. 1, 2009.

Section 36-A:5

36-A:5 Appropriations Authorized. –

I. A town or city, having established a conservation commission as authorized by RSA 36-A:2, may appropriate money as deemed necessary for the purpose of this chapter. The whole or any part of money so appropriated in any year and any gifts of money received pursuant to RSA 36-A:4 may be placed in a conservation fund and allowed to accumulate from year to year. Money may be expended from said fund by the conservation commission for the purposes of this chapter without further approval of the town meeting.

II. The town treasurer, pursuant to RSA 41:29, shall have custody of all moneys in the conservation fund and shall pay out the same only upon order of the conservation commission. The disbursement of conservation funds shall be authorized by a majority of the conservation commission. Prior to the use of such funds for the purchase of any interest in real property or for a contribution to a qualified organization for the purchase of property interests under RSA 36-A:4-a, I(b), the conservation commission shall hold a public hearing with notice in accordance with RSA 675:7.

III. In the municipality that has adopted the provisions of RSA 79-A:25, II, the specified percentage of the revenues received pursuant to RSA 79-A shall be placed in the conservation fund.

Source. 1963, 168:1. 1973, 550:4. 1987, 318:2. 1988, 120:1, eff. June 18, 1988. 2008, 317:4, eff. Jan. 1, 2009.

Section 36-A:6

36-A:6 Commissioner of Resources and Economic Development. – The commissioner of the department of natural and cultural resources may establish a program to assist, at their request, the cities and towns which have adopted the provisions of this chapter, in acquiring land and in planning of use and structures as described in RSA 36-A:2.

Source. 1963, 168:1, eff. Aug. 20, 1963. 2017, 156:14, I, eff. July 1, 2017.

8.E *Agenda*
12-10-19

Town of Hudson

Revenues and Expenditures

Through November 30, 2019

Steve

Town of Hudson, NH
Appropriations and Revenue Summary
November 30, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	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	156,810	3,213	225,436	42%
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	3,364	0	4,710	42%
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	163,513	3,213	265,341	39%
4130	5110	Board of Selectmen/Administration	383,733	0	9,051	392,784	136,508	23,812	232,464	41%
4194	5115	Oakwood	2,275	0	0	2,275	27	0	2,248	1%
4194	5120	Town Hall Operations	121,631	0	2,475	124,106	60,196	6,011	57,899	53%
4442	5151	Town Poor	85,000	0	0	85,000	25,185	0	59,815	30%
4130	5177	IT - Town Administration	800	0	0	800	1,231	550	(981)	223%
		Administration	593,439	0	11,526	604,965	223,147	30,373	351,445	42%
4153	5200	Legal	136,560	9,658	(5,600)	140,618	29,845	43,371	67,403	52%
4150	5310	Finance Administration	191,726	3,800	0	195,526	78,985	13,640	102,901	47%
4150	5320	Accounting	264,293	0	7,646	271,939	108,598	777	162,563	40%
4150	5377	IT - Finance	2,350	0	0	2,350	48	0	2,302	2%
		Finance	458,369	3,800	7,646	469,815	187,631	14,418	267,766	43%
4150	5330	Information Technology	806,773	3,588	5,370	815,731	267,448	120,672	427,611	48%
		Information Technology	806,773	3,588	5,370	815,731	267,448	120,672	427,611	48%
4152	5410	Assessing Department	401,892	23,145	9,251	434,288	190,572	43,554	200,162	54%
4152	5477	IT- Assessing	14,750	0	0	14,750	489	0	14,261	3%
		Assessing	416,642	23,145	9,251	449,038	191,061	43,554	214,423	52%
4312	5515	Public Works Facility	56,110	0	0	56,110	20,202	8,601	27,306	51%
4312	5551	Public Works Administration	259,498	0	1,336	260,834	107,016	450	153,368	41%
4312	5552	Streets	2,799,965	0	19,477	2,819,442	1,544,614	393,285	881,544	69%
4312	5553	Equipment Maintenance	464,275	0	3,011	467,286	185,731	2,187	279,367	40%
4312	5554	Drainage	510,419	0	16,636	527,055	234,307	70	292,678	44%
4522	5556	Parks Division	204,967	0	3,161	208,128	81,125	12,172	114,831	45%
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	2,175,678	416,765	1,751,251	60%

Town of Hudson, NH
Appropriations and Revenue Summary

November 30, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
			5,345	0	0	5,345	2,425	2,625	295	94%
4191	5277	IT - LUD								
4191	5571	LUD - Planning	239,566	0	7,602	247,168	103,889	19,842	123,438	50%
4191	5572	LUD - Planning Board	8,250	0	0	8,250	799	1,828	5,623	32%
4191	5581	LUD - Zoning	181,077	0	3,899	184,976	75,446	2,699	106,831	42%
4191	5583	LUD - Zoning Board of Adj	12,400	0	0	12,400	1,094	9,424	1,882	85%
4311	5585	LUD - Engineering	272,669	0	4,351	277,020	112,652	19,643	144,725	48%
		Land Use	719,307	0	15,852	735,159	296,304	56,061	382,794	48%
4210	5610	Police Administration	324,919	1,560	3,507	329,986	109,877	12,447	207,662	37%
4210	5615	Police Facility Operations	318,146	21,000	2,880	342,026	156,157	7,321	178,548	48%
4210	5620	Police Communications	716,521	0	0	716,521	268,805	1,078	446,638	38%
4210	5630	Police Patrol	5,910,899	83,014	210,250	6,204,163	2,443,158	109,105	3,651,899	41%
4210	5640	Investigations	15,470	0	0	15,470	6,970	1,735	6,765	56%
4414	5650	Animal Control	113,279	0	1,475	114,754	47,132	1,074	66,549	42%
4210	5660	Information Services	247,966	0	2,014	249,980	62,518	113	187,349	25%
4210	5671	Support Services	79,875	1,700	0	81,575	43,580	7,941	30,054	63%
4210	5672	Crossing Guards	56,763	0	0	56,763	16,446	0	40,317	29%
4210	5673	Prosecutor	314,042	0	2,685	316,727	126,455	1,480	188,792	40%
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	3,335,003	142,844	5,043,790	41%
4220	5710	Fire Administration	662,971	0	11,643	674,614	269,221	22,518	382,875	43%
4220	5715	Fire Facilities	133,328	0	0	133,328	43,429	28,801	61,099	54%
4220	5720	Fire Communications	362,300	52,150	0	414,450	155,275	56,912	202,263	51%
4220	5730	Fire Suppression	4,787,633	23,946	148,160	4,959,739	2,217,347	34,799	2,707,593	45%
4220	5740	Fire Inspectional Services	422,558	0	6,637	429,195	118,313	10,523	300,359	30%
4220	5750	Fire Emergency Medical Services	112,052	0	0	112,052	43,215	19,256	49,581	56%
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	948	0	7,052	12%
4220	5777	IT - Fire	36,265	0	0	36,265	29,446	1,738	5,081	86%
		Fire	6,528,853	76,096	166,440	6,771,389	2,877,194	174,621	3,719,573	45%
4520	5810	Recreation Administration	158,957	0	0	158,957	63,697	4,578	90,682	43%
4520	5814	Recreation Facilities	71,065	0	0	71,065	31,019	6,171	33,875	52%
4520	5821	Supervised Play	114,304	0	0	114,304	92,186	2,740	19,378	83%
4520	5822	Robinson Pond	0	0	0	0	0	90	(90)	100%
4520	5824	Ballfields	11,755	0	0	11,755	6,057	0	5,699	52%
4520	5826	Lacrosse	11,276	0	0	11,276	0	0	11,276	0%
4520	5831	Basketball	52,615	0	0	52,615	6,688	57	45,870	13%
4520	5834	Soccer	18,635	0	0	18,635	12,911	0	5,724	69%
4520	5835	Senior Activities Operations	41,542	0	0	41,542	19,269	1,212	21,061	49%
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	235,636	15,055	241,269	51%

Town of Hudson, NH
 Appropriations and Revenue Summary
 November 30, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	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	13,579	1,749	154,622	9%
4220	5960	Hydrant Rental	277,000	0	0	277,000	115,404	0	161,596	42%
4321	5970	Solid Waste Contract	1,615,815	0	0	1,615,815	564,386	1,051,428	1	100%
		Non-Departmental	2,643,923	4,950	0	2,648,873	1,258,319	1,053,177	337,377	87%
General Fund Appropriation Subtotal			25,710,868	228,511	485,568	26,424,947	11,240,779	2,114,124	13,070,044	50.5%
Warrant Articles										
4901	6015	Widening Lowell Rd from Wason to Sag	0	1,464,726	0	1,464,726	10,719	1,454,007	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 Workds Union Contract	38,709	0	(38,709)	0	0	0	0	0%
4902	6089	Communication Systems	0	0	0	0	0	659,000	(659,000)	100%
4326	6095	Vaccon Truck Cap Rsrv 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	295,803	2,252,073	(885,080)	153%
General Fund Total Budget			26,260,332	1,836,307	(8,896)	28,087,742	11,536,582	4,366,197	12,184,964	57%
02	Sewer Fund									
4326	5561	Sewer Billing & Collection	151,612	0	2,654	154,266	95,025	6,297	52,943	66%
4326	5562	Sewer Operation & Maintenance	1,057,592	206,786	0	1,264,378	530,240	469,728	264,409	79%
4326	5564	Sewer Capital Projects	560,000	237,516	(20,544)	776,972	522,499	0	254,473	67%
4326	6095	Vaccon Truck Cap Rsrv Fund	15,000	0	0	15,000	15,000	0	0	100%
Sewer Fund			1,784,204	444,302	(17,890)	2,210,616	1,162,765	476,026	571,825	74%
03	Water Fund									
4332	5591	Water - Administration	277,629	0	3,438	281,067	155,866	20,051	105,150	63%
4332	5592	Water - Ops & Maintenance	1,404,773	244,535	0	1,649,308	612,308	577,438	459,562	72%
4335	5593	Water - Supply	843,945	61,444	0	905,389	325,091	411,423	168,875	81%
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	3,438	4,190,240	1,253,003	1,008,912	1,928,325	54%
Total General, Sewer, Water Funds			31,925,359	2,586,587	(23,348)	34,488,598	13,952,350	5,851,134	14,685,114	57%

Town of Hudson, NH
Appropriations and Revenue Summary
 November 30, 2019

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
			<u>Budgeted Revenue</u>		<u>Supplemental Budget</u>	<u>Adjusted Revenue</u>	<u>Revenues</u>	<u>Use of Fund Balance</u>	<u>Balance</u>	
		General Fund Revenue	27,466,263		1,000	27,467,263	20,922,983	0	6,544,280	76%
		Sewer Fund Revenue	1,784,204		0	1,784,204	604,217	0	1,179,987	34%
		Water Fund Revenue	3,880,823		0	3,880,823	1,557,149	0	2,323,674	40%
Total General, Sewer, Water Funds			33,131,290	0	1,000	33,132,290	23,084,349	0	10,047,941	70%
Other Funds										
State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
04	5060	Library	1,154,478	0	0	1,154,478	412,415	1,425	740,638	36%
05	5598	Land Use Change Tax Fund	0	0	0	0	0	0	0	0%
06	5586	Conservation Commission	51,453	67,079	600	119,132	452,436	10,838	(344,141)	100%
14	5630	Police Forfeiture	0	0	0	0	21,239	82,407	(103,646)	100%
35	5845	Senior Activities Revolving Fund	0	75,477	(11,093)	64,384	56,093	15,842	(7,551)	100%
45	5045	Community TV Revolving Fund	0	2,957	0	2,957	94,039	17,553	(108,635)	100%
46	8901	Grants	0	860	0	860	0	860	0	100%
		Other Funds	1,205,931	146,373	(10,493)	1,341,811	1,036,221	128,925	176,665	87%
			<u>Budgeted Revenue</u>		<u>Supplemental Budget</u>	<u>Adjusted Revenue</u>	<u>Revenues</u>	<u>Use of Fund Balance</u>	<u>Balance</u>	
		Senior Activities Revolving Fund	0			0	42,316		(42,316)	100%
		Community TV Revolving Fund	0			0	158,724		(158,724)	100%
Total Expenditures All Funds			33,131,290	2,732,961	(33,841)	35,830,409	14,988,571	5,980,059	14,861,779	59%

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: November 2019, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
General Fund						
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	16,787,237.13	16,787,237.13	-47,171.13	100.282
01-3110-4101-000-000	Overlay	-201,469.00	0.00	-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	42.12	1,497.24	5,502.76	21.389
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	121.71	1,118.06	3,881.94	22.361
01-3190-4204-000-000	Interest on Property Taxes	220,000.00	5,206.65	34,517.18	185,482.82	15.690
01-3220-4201-000-000	Motor Vehicle Permits	5,420,000.00	446,610.42	2,310,921.98	3,109,078.02	42.637
01-3230-4216-000-000	Certificate of Occupancy Permit	15,000.00	900.00	3,600.00	11,400.00	24.000
01-3230-4218-000-000	Building Permits	275,000.00	22,000.15	97,429.02	177,570.98	35.429
01-3230-4381-000-000	Septic Inspection Fees	6,000.00	1,100.00	2,200.00	3,800.00	36.667
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	450.00	1,250.00	750.00	62.500
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	91.00	522.00	3,478.00	13.050
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	315.00	1,385.00	1,415.00	49.464
01-3290-4239-000-000	Fire - Place of Assembly	2,000.00	200.00	800.00	1,200.00	40.000
01-3290-4254-000-000	Fire Alarm Permits	1,500.00	145.00	714.50	785.50	47.633
01-3290-4312-000-000	Zoning Application Fees	3,000.00	501.70	2,470.00	530.00	82.333
01-3290-4313-000-000	Planning Board Fees	30,000.00	42.50	18,592.51	11,407.49	61.975
01-3290-4315-000-000	Sewer Service Permit	3,000.00	0.00	200.00	2,800.00	6.667
01-3290-4321-000-000	UCC Filings	7,000.00	1,740.00	3,330.00	3,670.00	47.571
01-3290-4322-000-000	Vital Statistics	7,000.00	959.00	7,031.00	-31.00	100.443
01-3290-4323-000-000	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	156.00	10,722.00	-2,722.00	134.025

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: November 2019, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
01-3290-4326-000-000	Notary Fees	300.00	0.00	5.00	295.00	1.667
01-3290-4327-000-000	Parking Violation Fees	2,000.00	0.00	65.00	1,935.00	3.250
01-3290-4328-000-000	Street Acceptance/Opening Fee	0.00	0.00	100.00	-100.00	0.000
01-3290-4334-000-000	Construction Inspection Fee	15,000.00	1,275.00	10,255.00	4,745.00	68.367
01-3290-4335-000-000	Animal Boarding Fees	1,100.00	120.00	535.00	565.00	48.636
01-3290-4343-000-000	Copy Fees and Sale of Books	1,500.00	44.75	477.85	1,022.15	31.857
01-3290-4347-000-000	Bad Check Fees	2,500.00	263.60	909.87	1,590.13	36.395
01-3290-4354-000-000	Fire Alarm Fines	0.00	0.00	0.00	0.00	0.000
01-3290-4356-000-000	Police False Alarm Fines	10,000.00	500.00	3,100.00	6,900.00	31.000
01-3290-4421-000-000	Marriage Licenses	1,000.00	-606.00	2,866.00	-1,866.00	286.600
01-3290-4422-000-000	Hawker/Peddler License	1,000.00	0.00	10.00	990.00	1.000
01-3290-4427-000-000	Articles of Agreement	0.00	5.00	5.00	-5.00	0.000
01-3290-4428-000-000	Pole Licenses	0.00	0.00	50.00	-50.00	0.000
01-3290-4430-000-000	Scrap Metal License	50.00	0.00	0.00	50.00	0.000
01-3290-4450-000-000	Animal Control Licenses	18,000.00	280.50	4,791.50	13,208.50	26.619
01-3290-4451-000-000	Drain Layers License	0.00	750.00	750.00	-750.00	0.000
01-3351-4840-000-000	Shared Revenue - Municipal Aid	0.00	0.00	268,277.48	-268,277.48	0.000
01-3352-4841-000-000	Shared Revenue - Meals and Rental Tax Distribution	1,286,282.00	0.00	0.00	1,286,282.00	0.000
01-3353-4610-000-000	Shared Revenue - Highway Block Grant	568,939.00	0.00	341,363.24	227,575.76	60.000
01-3359-4656-000-000	Grants - Police	26,000.00	9,071.13	24,400.98	1,599.02	93.850
01-3359-4657-000-000	Grants - Fire	264,077.00	42,986.95	80,248.80	183,828.20	30.388
01-3359-4658-000-000	Grants - Recreation	0.00	0.00	0.00	0.00	0.000
01-3359-4659-000-000	Grants - Other	10,000.00	0.00	24,813.32	-14,813.32	248.133
01-3379-4300-000-000	Sewer Utility Admin Fee	44,000.00	0.00	44,000.00	0.00	100.000
01-3379-4301-000-000	Water Utility Admin Fee	66,000.00	0.00	66,000.00	0.00	100.000
01-3401-4311-000-000	Zoning Book Fees	0.00	0.00	0.00	0.00	0.000
01-3401-4324-000-000	Police Record Fees	7,000.00	735.00	3,672.00	3,328.00	52.457
01-3401-4342-000-000	Sale of Checklists	500.00	0.00	0.00	500.00	0.000
01-3401-4708-000-000	Welfare Reimbursement	1,000.00	78.35	3,520.84	-2,520.84	352.084
01-3401-4716-000-000	Cash Over/Short	0.00	0.00	179.76	-179.76	0.000
01-3401-4720-000-000	Police Outside Detail	120,000.00	10,973.36	48,014.47	71,985.53	40.012

Revenue Report
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Town of Hudson, NH
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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
01-3401-4729-000-000	Contracted Services - Litchfield	60,000.00	0.00	15,074.17	44,925.83	25.124
01-3401-4730-000-000	Ambulance Billings	800,000.00	0.00	282,425.85	517,574.15	35.303
01-3401-4731-000-000	Charges on Ambulance Receivables	0.00	0.00	-16,764.72	16,764.72	0.000
01-3401-4732-000-000	Fire Incident Reports	500.00	15.00	260.00	240.00	52.000
01-3401-4745-000-000	Cable Franchise Fees	88,000.00	19,807.80	39,681.02	48,318.98	45.092
01-3401-4746-000-000	Police Testing and Application Fees	2,000.00	0.00	0.00	2,000.00	0.000
01-3401-4748-000-000	Insurance Reimbursement	0.00	0.00	66,337.52	-66,337.52	0.000
01-3401-4756-000-000	Misc Rev - Police	500.00	3,877.00	26,448.25	-25,948.25	###.###
01-3401-4757-000-000	Misc Rev - Fire	500.00	50.00	360.00	140.00	72.000
01-3401-4758-000-000	Misc Rev - Recreation	500.00	0.00	0.00	500.00	0.000
01-3401-4759-000-000	Misc Rev - Other	500.00	378.22	815.77	-315.77	163.154
01-3401-4761-000-000	Rec Rev - Basketball	50,000.00	1,385.00	5,995.00	44,005.00	11.990
01-3401-4762-000-000	Rec Rev - Supervised Play	150,000.00	0.00	42,566.95	107,433.05	28.378
01-3401-4764-000-000	Rec Rev - Soccer	25,000.00	0.00	2,040.00	22,960.00	8.160
01-3401-4765-000-000	Rec Rev - Tennis	4,000.00	0.00	0.00	4,000.00	0.000
01-3401-4766-000-000	Rec Rev - Teen Dances	3,000.00	0.00	1,300.00	1,700.00	43.333
01-3401-4767-000-000	Rec Rev - Adult Softball	13,000.00	0.00	1,837.50	11,162.50	14.135
01-3401-4768-000-000	Rec Rev - Lacrosse	12,000.00	0.00	0.00	12,000.00	0.000
01-3401-4769-000-000	Rec Rev - Community Activities	12,000.00	1,760.00	1,760.00	10,240.00	14.667
01-3501-4704-000-000	Sale of Town Property	65,000.00	489.40	97,294.90	-32,294.90	149.684
01-3502-4702-000-000	Bank Charges	-10,000.00	0.00	-2,675.66	-7,324.34	26.757
01-3502-4703-000-000	Interest on Investments	361,000.00	0.00	139,340.02	221,659.98	38.598
01-3503-4373-000-000	Rents of Town Property	3,000.00	0.00	600.00	2,400.00	20.000
01-3508-4556-000-000	Donations - Police	0.00	0.00	3,671.37	-3,671.37	0.000
01-3508-4557-000-000	Donations - Fire	0.00	0.00	5,000.00	-5,000.00	0.000
01-3508-4558-000-000	Donations - Recreation	0.00	0.00	536.20	-536.20	0.000
01-3508-4559-000-000	Donations - Other	1,000.00	0.00	0.00	1,000.00	0.000
01-3914-4996-000-000	Voted from Surplus	55,000.00	0.00	0.00	55,000.00	0.000
01-3915-4922-000-000	From Capital Reserve Fund	123,063.00	0.00	0.00	123,063.00	0.000
01-3916-4925-000-000	From Agency/Corridor Fund	0.00	0.00	0.00	0.00	0.000
01-3939-4999-000-000	Use of Fund Balance	600,000.00	0.00	0.00	600,000.00	0.000

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Totals	General Fund	27,467,263.00	17,362,058.44	20,922,983.09	6,544,279.91	76.174

Revenue Report
Month End Revenue
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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Sewer Fund						
02-3190-4180-000-000	Interest on Sewer Utility	20,000.00	384.18	12,677.73	7,322.27	63.389
02-3190-4181-000-000	Sewer Betterment Interest	800.00	0.00	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	0.00	0.23	-0.23	0.000
02-3403-4780-000-000	Sewer Base Charges	550,000.00	0.00	278,865.57	271,134.43	50.703
02-3403-4781-000-000	Sewer Consumption Charges	519,993.00	0.00	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	Otarnic 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	-1,014.31	-1,985.69	33.810
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	384.18	604,217.03	1,179,986.97	33.865

Revenue Report
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Town of Hudson, NH
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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	2,633.07	5,366.93	32.913
03-3290-4394-000-000	Backflow Testing Fees	33,000.00	1,440.00	5,478.00	27,522.00	16.600
03-3290-4395-000-000	Water Hookup Fee	30,000.00	1,700.00	5,400.00	24,600.00	18.000
03-3290-4396-000-000	Water Service Fees	12,000.00	2,079.00	10,057.11	1,942.89	83.809
03-3290-4397-000-000	Shutoff/Reconnect Fee	8,000.00	1,500.00	4,875.00	3,125.00	60.938
03-3401-4716-000-000	Cash Over/Short	0.00	0.00	28.95	-28.95	0.000
03-3402-4390-000-000	Rental Fee - Private Hydrant	60,000.00	5,356.47	26,782.35	33,217.65	44.637
03-3402-4391-000-000	Rental Fee - Public Hydrant	78,000.00	6,496.20	32,481.00	45,519.00	41.642
03-3402-4392-000-000	Public Fire Protection	224,000.00	18,679.88	93,076.90	130,923.10	41.552
03-3402-4790-000-000	Water Base Charges	940,000.00	80,302.22	401,447.38	538,552.62	42.707
03-3402-4791-000-000	Water Usage Charges	1,971,823.00	139,458.00	891,477.61	1,080,345.39	45.211
03-3402-4792-000-000	Fire Access Charges	199,000.00	16,584.67	82,494.81	116,505.19	41.455
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	-182.98	-4,817.02	3.660
03-3509-4793-000-000	Other Income - Water	2,000.00	275.00	1,100.00	900.00	55.000
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	273,871.44	1,557,149.20	2,323,673.80	40.124

Revenue Report
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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	7,254.00	36,805.68	-36,805.68	0.000
35-3401-4736-000-000	Membership Fees	0.00	650.00	5,510.00	-5,510.00	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	7,904.00	42,315.68	-42,315.68	0.000

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Community TV Revolving Fund						
45-3401-4745-000-000	Cable Franchise Fees	0.00	79,231.18	158,724.07	-158,724.07	0.000
Totals	Community TV Revolving Fund	0.00	79,231.18	158,724.07	-158,724.07	0.000

**TOWN OF HUDSON
AUTOMOBILE REGISTRATION BY MONTH
FISCAL YEARS 2015, 2016, 2017, 2018, 2019,2020**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>1st half Fiscal Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2nd half Fiscal Year</u>	<u>Actual Fiscal Year Total</u>	<u>Budget Fiscal Year Total</u>
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	\$446,610		\$2,310,922							\$0	\$2,310,922	\$5,420,000
vs. Budget	8.1%	17.0%	24.6%	34.4%	42.6%		42.6%							0.0%	vs. Budget	42.6%

**TOWN OF HUDSON
GENERAL FUND INTEREST BY MONTH
FISCAL YEARS 2015, 2016, 2017, 2018, 2019,2020**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>1st half Fiscal Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2nd half Fiscal Year</u>	<u>Actual Fiscal Year Total</u>	<u>Budget Fiscal Year Total</u>
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	\$24,052		\$139,340							\$0	\$139,340	\$361,000
vs. Budget	0.0%	11.8%	22.6%	31.9%	38.6%		38.6%							0.0%	vs. Budget	38.6%