



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

April 14, 2020

7:00 p.m.

BOS Meeting Room at Town Hall

Agenda

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ATTENDANCE**
4. **RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS -**
 - 1) **Benson Park Committee** - (5 vacancies - 3 member terms to expire 4/30/20; 2 alternate term one to expire 4/30/20 and one to expire 4/30/22)

Ralph Alio (incumbent member)
Paula Hubert (incumbent member)
 - 2) **Sustainability Committee** - (3 vacancies - 2 member terms to expire 4/30/20; 1 alternate term to expire 4/30/20)

Deb Putnam (incumbent member)
 - 3) **Cable Utility Committee** - (2 vacancies - 2 member terms to expire 4/30/20)

Stewart Kroner (incumbent member)
5. **CONSENT ITEMS**
 - A. **Assessing Items**
 - 1) **2019 Property Tax Abatement**: Map 176, Lot 00, 194 Central Street
 - 2) **Disabled Exemption**: Map 117, Lot 011, 6 Julie Lane;, Map 203, Lot 059 28 Cottonwood Drive

- 3) Elderly Exemptions: Map 147, Lot 029, Sub 013, 35 Bowes Cir.; Map 111, Lot 056, 33 Chagnon Lane; Map 183, Lot 059, 9 Bond St.
- 4) Veteran Tax Credit: Map 183, Lot 002, 90 Central St.; Map 191, Lot 046, Sub 002, 8B E St.
- 5) Solar Exemption: Map 160, Lot 055, 11 Roy Dr.
- 6) Disabled Veteran Tax Credit: Map 126, Lot 018, 14 David Dr.
- 7) Elderly Exemption Denial: Map 135, Lot 39, 29 York Rd.

B. Water/Sewer Items - None

C. Licenses, Permits and Policies

- 1) Hudson Speedway 2020 Permit

D. Donations

- 1) \$100.00 to Hudson Police Department for Comfort Dog, Haven, from Rotary Club of Hudson-Litchfield
- 2) \$200.00 Sam's Club gift card to Town of Hudson from Hudson United Soccer Club

E. Acceptance of Minutes

- 1) Minutes of the March 18, 2020 Meeting
- 2) Minutes of the March 24, 2020 Meeting
- 3) Minutes of the March 31, 2020 Meeting

F. Calendar

4/21	7:00	Board of Selectmen	BOS Meeting Room
4/22	7:00	Planning Board	Buxton Meeting Room

6. OLD BUSINESS

A. Votes taken after Nonpublic Session on April 7, 2020

Selectman McGrath made a motion seconded by Selectman Roy to seal the minutes of the non-public session. A roll call vote was taken. Carried 5-0.

Selectman Martin made a motion to adjourn at 8:39 p.m., seconded by Selectman Roy. A roll call vote was taken. Carried 5-0.

7. NEW BUSINESS

A. Covid-19 Update - Chief Buxton

8. REMARKS BY SCHOOL BOARD

9. REMARKS BY TOWN ADMINISTRATOR

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

11. NONPUBLIC SESSION

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 April 16, 2020.

TOWN OF HUDSON
Board & Committees Vacancy Application
 (Hudson, NH Residents Only)

April 4 ✓
 4-14-20
RECEIVED
 MAR 19 2020
 TOWN OF HUDSON
 SELECTMEN'S OFFICE

Date: 3/14/20

Ralph Alio 108 Musquash Rd Hudson NH
 Name Street Address

603-966-4472 4.1
 Home Phone Number Work Phone Number

Auto technician
 Occupation (or former occupation, if retired)

Education/Special Interests

Benson Park Committee
 Professional/Community Activities

Reason for applying

Dick Emery 104 Musquash Rd Hudson
 Reference(s)

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

- | | | |
|---|--|---|
| Member <input type="checkbox"/> | Alternate <input type="checkbox"/> | Reappointment <input checked="" type="checkbox"/> |
| <input checked="" 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"/> Citizens Traffic Advisory Committee | |
| <input 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 type="checkbox"/> Other _____ |

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

Hudson Resident: Yes No

Ralph Alio
 Signature of Applicant

73 shovel @ com cast.net
 e-mail address



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

Agenda 4-14-20 ✓

RECEIVED

MAR 27 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE

4.1

Name: Paula Hubert Street Address: 9 Karas Crossing Drive

Home Phone Number: (603) 809-4701 Work Phone Number: _____

Occupation (or former occupation, if retired): Retired Admin Asst. / Marketing Advertising / Organization

Education/Special Interests: Assoc in Business, Ballroom dancing, and dance activities

Professional/Community Activities: Con Com / Benson Park Committee / Pickle Ball

Reason(s) for applying: I love the work we're doing at the park & planning activities

Reference(s): Roger Hubert - 809-4701 - Sheri Mills 996-7034 April Pardy - 978-866-9776

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

Area(s) of Expertise:

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

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Circle One

Yes No Hudson Resident

Paula Hubert
Signature of Applicant

phubert9@comcast.net
e-mail address

Agenda ✓
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 MAR 25 2020 4:14 PM
 TOWN OF HUDSON
 SELECTMEN'S OFFICE

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

Date: _____

4.2

DEBRA PUTNAM 59 RANGERS DR
 Name Street Address

(603) 882-9485 _____
 Home Phone Number Work Phone Number

RETIRED FROM EVENT MANAGEMENT
 Occupation (or former occupation, if retired)

BS in Psychology, ENVIRONMENT, SAVING ENERGY, RENEWABLE
 Education/Special Interests SOURCES OF ENERGY

HUDSON SUSTAINABILITY COMMITTEE, CHAIR
 Professional/Community Activities

TO CONTINUE INVOLVEMENT + SUPPORT OF THE COMMITTEE
 Reason(s) for applying

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
- _____ Citizens Traffic Advisory Committee

Area(s) of Expertise:

- _____ Architecture/Construction
- _____ Information Technology
- _____ Finance
- _____ Environmental Planning
- Communications
- Other ORGANIZATIONAL SKILLS

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Circle One

Yes No Hudson Resident

Debra Putnam
 Signature of Applicant

dpitnam327@comcast.net
 e-mail address

Agenda 4-14-20

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MAR 25 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE

4.3

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

Date: MARCH 17 2020

STEWART KRONER 17 CHAGNON LN
Name Street Address

(603) 617 529 0756
Home Phone Number Work Phone Number

ENGINEER (RETIRED)
Occupation (or former occupation, if retired)

Education/Special Interests

Professional/Community Activities

REAPPLYING FOR CABLE UTILITY COMMITTEE
Reason(s) for applying

JIM MCINTOSH, ROGER COSTO
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

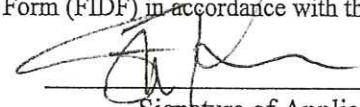
- | | | |
|---|--|---|
| Member <input checked="" type="checkbox"/> | Alternate <input type="checkbox"/> | Reappointment <input checked="" type="checkbox"/> |
| <input type="checkbox"/> Benson Park Committee | <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Conservation Commission |
| <input checked="" 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"/> Citizens Traffic Advisory Committee | |
| <input type="checkbox"/> Planning Board | | |
| <input type="checkbox"/> Sustainability Committee | | |
| <input type="checkbox"/> Zoning Board of Adjustment | | |

Area(s) of Expertise:

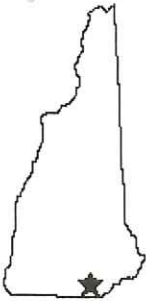
- | | |
|---|--|
| <input checked="" type="checkbox"/> Architecture/Construction | <input type="checkbox"/> Environmental Planning |
| <input checked="" type="checkbox"/> Information Technology | <input checked="" type="checkbox"/> Communications |
| <input type="checkbox"/> Finance | <input type="checkbox"/>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

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Circle One
 Yes No Hudson Resident


Signature of Applicant

skroner@yahoo.com
e-mail address



TOWN OF HUDSON

Office of the Assessor

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

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APR 07 2020
TOWN OF HUDSON
SELECTMEN'S OFFICE
www.hudsonnh.gov




Agenda
4-14-20

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

5.A.1

To: Board of Selectmen
Steve Malizia, Town Administrator

April 14, 2020

From: Jim Michaud, Chief Assessor 

Re: 2019 property tax abatement - Pro-rated Assessment for Damaged Buildings
Map 176 Lot 20 - 194 Central Street

The property above suffered a fire (not caused by the property owner) fire on April 29, 2019 that caused the property to be uninhabitable. A state law, RSA 76:21 as attached, mandates that as long as an applicant has filed their abatement application within 60 days of the fire event, and that the fire caused the property to be unoccupied, that the property owner is eligible for a pro-ration of property taxes (attributable to the building only) for that tax year. The property owner, and property, meet all of the above criteria, the proration goes from April 29, 2019 thru March 31, 2020, the end of the property tax year for 2019. The attached abatement form tallies up the prorated property tax amount, for the building only, to be abated as per state law.

Motion: To approve an abatement for prorated 2019 property taxes for Map 176 Lot 20 as per the attached abatement form, as recommended by the Chief Assessor.

194CentralStProratedAbate

TITLE V TAXATION

CHAPTER 76 APPORTIONMENT, ASSESSMENT AND ABATEMENT OF TAXES

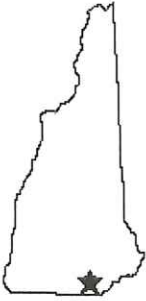
Prorated Assessments for Damaged Buildings

Section 76:21

76:21 Prorated Assessments for Damaged Buildings. –

- I. Whenever a taxable building is damaged due to unintended fire or natural disaster to the extent that it renders the building not able to be used for its intended use, the assessing officials shall prorate the assessment for the building for the current tax year. For purposes of this paragraph, an unintended fire means a fire which does not arise out of any act committed by or at the direction of the property owner with the intent to cause a loss.
- II. The proration of the building assessment shall be based on the number of days that the building was available for its intended use divided by the number of days in the tax year, multiplied by the building assessment.
- III. A person aggrieved of a property tax for a building damaged as provided in paragraph I shall file an application with the assessing officials in writing within 60 days of the event described in paragraph I or by March 1, whichever is later.
- IV. Proration of the assessment shall be denied if the assessing officials determine that the applicant did not meet the requirements of this section or acted in bad faith.
- V. The total tax reduction from proration under this section for any city or town shall be limited to an amount equal to 1/2 of one percent of the total property taxes committed in the tax year. If the assessing officials determine that it is likely that this limit will be reached, the proration shall not be applied to any additional properties.
- VI. Nothing in this section shall limit the ability of the assessing officials to abate taxes for good cause shown pursuant to RSA 76:16.
- VII. Appeals of a decision under this section shall be to the board of tax and land appeals or the superior court as set forth in RSA 76:16-a or RSA 76:17.

Source. 2012, 169:2, eff. April 1, 2013. 2018, 282:8, eff. Jan. 1, 2019.



TOWN OF HUDSON

Office of the Assessor

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

www.hudsonnh.gov




Aspdn
4-14-20

S.A.2

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

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: April 14, 2020

FROM: Jim Michaud, Chief Assessor 

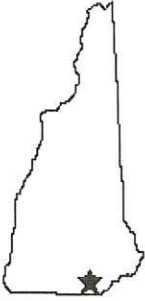
RE: Disabled Exemptions:

6 Julie Lane – map 117/ lot 011
28 Cottonwood Dr. – map 203/ lot 059

I recommend the Board of Selectmen sign the PA-29 forms granting Disabled Exemptions to the property owners listed below. The residents have provided the proper documentation to show they qualify for this exemption.

June and Arthur Demers - 6 Julie Lane – map 117/ lot 011
Charles and Therese Brown - 28 Cottonwood Dr. – map 203/ lot 059

MOTION: Motion to grant Disabled Exemptions 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


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Agenda
4-14-20

5.A.3

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: April 14, 2020

FROM: Jim Michaud, Chief Assessor 

RE: Elderly Exemptions:

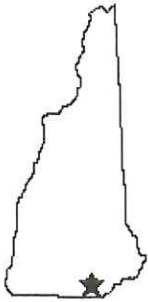
35 Bowes Cir. – map 147/ lot 029/ sub 013
33 Chagnon Ln. – map 111/ lot 056
9 Bond St. – map 183/ lot 059

I recommend the Board of Selectmen sign the PA-29 forms granting Elderly Exemptions to the property owners listed below. The residents have provided the proper documentation to show they qualify for this exemption.

Pamela Forrence - 35 Bowes Cir. – map 147/ lot 029/ sub 013
Robert and Pauline Rando - 33 Chagnon Ln. – map 111/ lot 056
Patricia Poston - 9 Bond St. – map 183/ lot 059

MOTION: Motion to grant Elderly Exemptions to the property owners referenced in the above request.

Agenda
4-14-20



TOWN OF HUDSON

Office of the Assessor



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

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5.A.4

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: April 14, 2020

FROM: Jim Michaud, Chief Assessor

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APR 07 2020

TOWN OF HUDSON
SELECTMEN

RE: Veteran Tax Credits:

90 Central St. – map 183/ lot 002
8B E St. – map 191/ lot 046/ sub 002

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.

Christian Ferreira - 90 Central St. – map 183/ lot 002
Marcialiced Arredondo - 8B E St. – map 191/ lot 046/ sub 002

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

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



Agenda
4-14-20

5A-5

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: April 14, 2020

FROM: Jim Michaud, Chief Assessor *jm*

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APR 07 2020

RE: Solar Exemption:

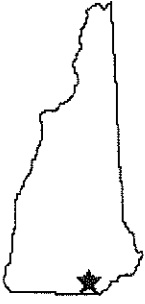
TOWN OF HUDSON
SELECTMEN'S OFFICE

11 Roy Dr. – map 160/ lot 055

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

Joseph and Jewel Clapis - 11 Roy Dr. – map 160/ lot 055

MOTION: Motion to grant a Solar Exemption 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

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




Agenda
4-14-20

5.A.6

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: April 14, 2020

FROM: Jim Michaud, Chief Assessor 

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APR 07 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE

RE: Disabled Veteran Tax Credit:

14 David Dr. – map 126/ lot 018

I recommend the Board of Selectmen sign the PA-29 form granting a Disabled Veteran Tax Credit to the property owner listed below. The resident has provided documentation verifying that they do qualify for this credit.

Joseph Barrett - 14 David Dr. – map 126/ lot 018

MOTION: Motion to grant a Disabled Veteran Tax Credit to the property owner referenced in the above request.



TOWN OF HUDSON

Office of the Assessor

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

www.hudsonnh.gov

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APR 07 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE




Agenda
4-14-20

5-A-7

TO: Board of Selectmen
Steve Malizia, Town Administrator

April 14, 2020

FROM: Jim Michaud, Chief Assessor 

RE: Elderly Exemption Denial
Map 135 Lot 39 - 29 York Road

Please approve the signing of the attached form, and letter from the BOS Chair, denying an application for an elderly exemption on the above referenced property. The Assessing Department has received legal advice from Attorney Dave LeFevre's review of ownership documents on the property that indicate the ownership status of the property does not allow for the property to receive an elderly exemption for the 2020 property tax year. This opinion is in relation to the wording of the trust documents on the property ownership records. The applicant has the right to appeal this decision to the Board of Tax and Land Appeals by September 1st 2021.

Draft Motion:

Motion to deny an Elderly Exemption for Map 135 Lot 39, 29 York Road, as recommended by the Chief Assessor and legal counsel.

2020ElderlyExemptionDeny29YorkRd



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

Argenta
4-14-20



501

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: April 9, 2020

Re: Hudson Speedway 2020 Permit

Attached please find a License to Operate a Motor Vehicle Race Track for the Hudson Speedway. The premises have been inspected and the Inspectional Services Division and the Police Chief have provided a list of conditions that must be met by the applicant. Language has been added to the permit that it is also subject to change due to State of New Hampshire State of Emergency declarations. Should the Board of Selectmen vote to approve the license, the following motion is appropriate:

Motion: To approve the Hudson Speedway License to Operate a Motor Vehicle Race Track for the 2020 season with the conditions required by the Police Chief and the Inspectional Services Division and subject to the State of New Hampshire COVID-19 State of Emergency restrictions

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



TOWN OF HUDSON

Board of Selectmen

12 School Street Hudson, New Hampshire 03051 603/886-6024 FAX 603/598-6481



LICENSE TO OPERATE A MOTOR VEHICLE RACE TRACK

A license to conduct motor vehicle racing at the Hudson Speedway during the months of May, June, July, August, September and October, 2020 is hereby granted SUBJECT TO ALL PROVISIONS OF ORDINANCE NO. 115, MOTOR VEHICLE RACE TRACK ORDINANCE, adopted on March 26, 1983 by the 1983 Annual Town Meeting, and Article 24 as adopted at the March 1985 Town Meeting and SUBJECT to any revisions or amendments to ordinances as hereinafter enacted.

Dates and hours of operation (and no others) have been approved as follows subject to change due to State of New Hampshire COVID-19 restrictions:

May 10, 25 (Monday Holiday), 31	12:00 Noon - 5:45 PM
June 7, 14, 21, 28	12:00 Noon - 5:45 PM
July 12, 26	4:00 PM - 10:00 PM
August 2, 9, 16, 23	4:00 PM - 10:00 PM
August 30	12:00 Noon - 5:45 PM
September 7 (Monday Holiday), 13, 20, 27	12:00 Noon - 5:45 PM
October 18	12:00 Noon - 5:45 PM

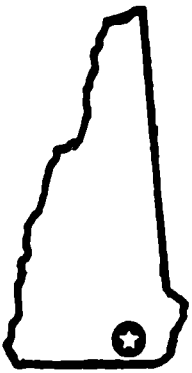
Approved at meeting of Board of Selectmen on: April 14, 2020

Date:

**Chairman
Hudson Board of Selectmen**

TOWN OF HUDSON

Board of Selectmen



12 School Street Hudson, New Hampshire 03051 603/886-6024 FAX 603/598-6481



2020 HUDSON SPEEDWAY LICENSE

Date: April , 2020

This is to acknowledge that I have received the license issued by the Town of Hudson, which was approved by the Board of Selectmen on April 14, 2020, along with Town of Hudson Ordinance No. 115 as enacted April 8, 1983 and Town Meeting Article No. 24 as adopted March 18, 1985, and that Hudson Speedway will abide by the provisions outlined therein and in accordance with attached staff comments. I also acknowledge that the race schedule may change subject to State of New Hampshire COVID-19 restrictions.

Hudson Speedway's mailing address is:

40 Temple Street
Nashua, NH 03060

and the name(s) and phone number at which an official or representative of Hudson Speedway can be contacted are:

Ben Bosowski - Work - 882-2702
 - Cell - 233-1328
 Email – bosowskiracing@gmail.com

HUDSON SPEEDWAY

By _____
Ben Bosowski
Bosowski Racing LLC

cc: Land Use
Police
Fire



40 Temple Street
Nashua, NH 03060
(603)882-2702
bosowskiracing@gmail.com

December 26, 2019

To: Town of Hudson – Board of Selectmen

RE: 2020 Motor Vehicle Race Track License

To Whom it May Concern,

I hereby submit this application for my 2020 license to conduct races at Hudson Speedway. All races will be conducted in accordance with all applicable laws and ordinances. The following race schedule of dates and times are requested;

April 19 & 26	12:00 Noon – 5:45PM
May 3, 10, 25 & 31	12:00 Noon – 5:45PM
June 7, 14, 21, & 28	12:00 Noon – 5:45PM
July 12 & 26	4:00PM – 10:00PM
August 2, 9, 16, 23, & 30	4:00PM - 10:00PM
September 7, 13, 20, & 27	12:00 Noon – 5:45PM
October 18	12:00 Noon – 5:45PM

If you have any questions, please contact me at your earliest convenience at (603)882-2702 or e-mail me at bosowskiracing@gmail.com.

Respectfully Submitted,

Benjamin Bosowski
Owner – Bosowski Racing, LLC



TOWN OF HUDSON

FIRE DEPARTMENT

INSPECTIONAL SERVICES DIVISION

RECEIVED

MAR 18 2020


TOWN OF HUDSON
SELECTMEN'S OFFICE



12 SCHOOL STREET, HUDSON, NEW HAMPSHIRE 03051

Emergency 911
Business 603-886-6005
Fax 603-594-1142

Robert M. Buxton
Chief of Department

To: Town Administrator's / BOS's Office
From: Steve Dube, Fire Prevention Officer 
Date: March 18, 2020
RE: Status of Hudson Speedway's 2020 Race Season

I have met with the owner Ben Bosowski on March 17, 2020. All of the necessary emergency equipment is in place. Emergency lighting, fire extinguishers are where they normally placed. The owner has mentioned he will be looking for an area that sells beer and he has explained what bleachers will be used in that area. The owner knows he needs your permission first and I will be available to re-inspect the entire facility before any races start for the 2020 Season. I will re-issue the 2020 NH State Place of Assembly permit that may include 325 persons for the Beer Area if approved by Selectman. That area can be removed from the permit if the Selectman's approval is not granted. I also mentioned to Mr. Bosowski that it would be to all his attendees' advantage to purchase an automatic external defibrillator for his track. According to 2011 New England Journal of Medicine article immediate cardiopulmonary resuscitation (CPR) and early defibrillation, with an automated external defibrillator (AED), can more than double a victim's chance of survival.¹

The track's concession stand trailer had its extinguishing system and hood/duct system inspected, cleaned and is ready for this season.

I will return for an opening inspection before the first race day and will attempt to attend one race during the season. If you have any further questions please call me directly at 816-1274 and thank you for your continued support.

Cc: Fire Chief
Support Deputy
Administrative Aide – Fire
Captain David Bianchi, HPD
Inspector Abair
Building
Planning
Engineering
bones51487@yahoo.com
File: IMC/ 120OldDerry2020RaceSeason

¹ Weisfeldt ML, et al. Ventricular Tachyarrhythmia's after Cardiac Arrest in Public versus at Home. New England Journal of Medicine, 2011; 364:313-321.

To: The Board of Selectmen
Steve Malizia, Town Administrator

From: William M. Avery, Chief of Police

Date: 25 March 2020

Re: Hudson Speedway/License

The Police Department is requesting the following conditions be met in accordance to Hudson Town Code, Chapter 264 regarding the Hudson Speedway filing for a Motor Vehicle Race Track License to operate in 2020:

1. No Alcoholic beverages will be sold, served, dispensed or consumed at the racetrack.
2. All race vehicles will be equipped with mufflers or noise reduction devices.
3. No night time racing while Hudson Public Schools are open and strict adherence to concluding afternoon races at 5:45 P.M. and evening races at 10:00 P.M.
4. Owners of the racetrack will ensure that patrons are advised, via signs and announcements, of no parking on Old Derry Road, Robinson Road, and Cutler Road.
5. A minimum of two (2) police officers will be assigned to the racetrack and paid by the owners of the Hudson Speedway. The officers will be required to work one half-hour prior to the beginning of the race, to inspect for alcoholic beverages. If Hudson Police Officers are unable to fill the detail, we will offer the detail to Mutual Aid outside agencies.

Should you have any questions or concerns, please contact me.

HUDSON, NH SCHOOL DISTRICT 2019-2020 CALENDAR

20-21 New Teacher Orientation
23, 26, 27 Teacher Workshop
28 First Day for Students

AUGUST 2019						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

(3 days)

FEB 24 – 28 Winter Break

FEBRUARY 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

(15 days)

2 Labor Day (no school)

SEPTEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

(20 days)

27 Teacher Workshop (no school)

MARCH 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

(21 days)

11 Teacher Workshop (no school)
14 Columbus Day (no school)

OCTOBER 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

(21 days)

APR 27 – MAY 1 Spring Break

APRIL 2020						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

(18 days)

11 Veterans Day (no school)
27-29 Thanksgiving Break

NOVEMBER 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

(17 days)

APR 27 – MAY 1 Spring Break
25 Memorial Day

MAY 2020						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

(19 days)

DEC 23 – JAN 1 Holiday Break

DECEMBER 2019						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

(15 days)

19 Last Day for Students (early release) (tentative)
19 Teacher Workshop (pm only)

JUNE 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

NOTE: Last day includes 5 snow days.

(15 days)

HUDSON, NH SCHOOL DISTRICT 2020-2021 CALENDAR

20 – 21 New Teacher Orientation
24 – 26 Teacher Workshop

27 First Day for Students

3 days

AUGUST 2020						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEB 22 – 26 Winter Break

15 days

FEBRUARY 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

7 Labor Day (no school)

21 days

SEPTEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

26 Teacher Workshop (no school)

22 days

MARCH 2021						
S	M	T	W	Th	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 Columbus Day

21 days

OCTOBER 2020						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APR 26 – 30 Spring Break

17 days

APRIL 2021						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

3 Teacher Workshop (no school)
11 Veterans Day (no school)
25 – 27 Thanksgiving Break

16 days

NOVEMBER 2020						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

31 Memorial Day (no school)

20 days

MAY 2021						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

DEC 23 – JAN 1 Holiday Break

16 days

DECEMBER 2020						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

21 Last Day for Students (tentative)
(early release for students)
22 Teacher Workshop (am only)

NOTE: Last day includes 5 snow days.

15 days

JUNE 2021						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			



TOWN OF HUDSON

Police Department

Partners with the Community

1 Constitution Drive, Hudson, New Hampshire 03051
Voice/TTY (603) 886-6011/Crime Line (603) 594-1150/Fax (603) 886-0605



501

William M. Avery, Jr.
Chief of Police

Captain Tad K. Dionne
Operations Bureau

Captain David A. Cayot
Special Investigations Bureau

Captain David A. Bianchi
Administrative Bureau

To: The Board of Selectmen
Steve Malizia, Town Administrator

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

Date: 08 April 2020

Re: Agenda Item – 14 April 2020

Scope:

The police department received a donation from the Rotary Club of Hudson-Litchfield in the amount of \$100.00. HPD will use this donation towards the needs of our comfort dog, Haven.

Motion:

To accept the donation of \$100.00 from the Rotary Club of Hudson-Litchfield.



53-274/113

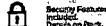
1162

ROTARY CLUB OF HUDSON-LITCHFIELD
CHARITABLE ACCOUNT
PO BOX 6
HUDSON, NH 03051



3/12/20
date

Pay to the order of HUDSON POLICE \$ 100.00
ONE HUNDRED AND 00/100 dollars




Enterprise
Bank
Enterprise Bank & Trust Company
LOWELL, MASSACHUSETTS

for COMFORT DOG

Margaret M. Roberts

Laffin, Jill

From: Hudson New Hampshire via Hudson New Hampshire <noreply@hudsonnh.gov>
Sent: Thursday, April 9, 2020 2:18 PM
To: Laffin, Jill
Subject: Form submission from: Requests or Concerns

Follow Up Flag: Follow up
Flag Status: Flagged

5.D.2

Submitted on Thursday, April 9, 2020 - 2:18pm Submitted by anonymous user: 75.67.243.180 Submitted values are:

First Name: ashish
Last Name: duggal
Email: vicepresident@hudsonnhsoccer.org
Question/Comment:

Hi
Following up on the voicemail I left few minutes ago.

I am VP of Hudson United soccer club and were looking to provide assistance during this crisis. HUSC Board has approved \$200 Sam's gift card donation to the town. We are happy to be able to contribute in any way we possibly can.

Please let me know how we can send/drop in that gift card donation.

I can be reached at 678-642-9595.

Kind Regards,
Ricky

The results of this submission may be viewed at:
<https://www.hudsonnh.gov/node/7/submission/1742>

CAUTION!!

This email came from outside of the organization. Do not click links/open attachments if the source is unknown or unexpected.

HUDSON, NH BOARD OF SELECTMEN

Minutes of the March 18, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin the meeting of March 18, 2020 at 4:00 p.m. at the Hudson Community Center
2. PLEDGE OF ALLEGIANCE - led by Deputy Fire Chief, James Paquette

3. ATTENDANCE

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

Staff/Others: Steve Malizia, Town Administrator; Police Chief Bill Avery; Fire Chief Rob Buxton Jess Forrence, DPW Director; Patti Barry, Town Clerk/Tax Collector; Lisa Nute, Technology Director; Kathy Carpentier, Finance Director; Jim McIntosh, Director of Community Media; Scott Tice, Deputy Fire Chief; James Paquette, Deputy Fire Chief; Brian Groth, Town Planner; Chrissy Peterson, Rec Department; numerous DPW employees

Larry Russell, Superintendent of Schools; Diana Lamothe, School Board member, Gary Gasdia, School Board member; Patty Langlais, School Board member,

4. PUBLIC INPUT

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

5. NEW BUSINESS

- A. Covid-19 Discussion

Chairman Morin stated by reading the following statement to those present.

“Good Afternoon. We all are about to confront a challenge that most of us probably never fathomed we would ever have to face. Everyone in this room is a leader and the time is now to be that leader. If I may use an analogy from the fire service: in a firefighter’s career, they all have that one career fire. The “Big One”. Well for all of us, this is the big one.

For those who are elected officials we have two equal jobs. Those jobs are to serve the residents and students of our town. Our second job and it is equal to the first, is to look after our employee’s. Our residents will expect nothing but the best from us and we will in no way be able to meet the public’s expectation unless we take care of our employee’s.

To our Administrators, Department Heads and staff, you are the ones with the tough job ahead. We, the elected officials, are not the experts, you are. We will need your guidance and direction so we can provide what you need, keep residents safe, and provide timely and accurate information to get Hudson through this.

To all our employees’: you will be on the front lines. Government services cannot stop but as always, you will meet the challenge. You all will meet this crisis head-on because you care for those in the community, are well trained, professional, and are second to none. You will go out each day and provide services in the manner to which the Town of Hudson have been accustomed to.

At no other time has it been more crucial for the Board of Selectmen and the School Board to act as one. We each have our own responsibilities to oversee, but the concerted efforts between the Boards has already proven itself in the preparations for this pandemic.

To the citizens of Hudson, we may be faced with a very long and bumpy road ahead. Please know a plan is in place, the plan will continuously be reviewed, updated and implemented to meet your and the community's needs. Our emergency services are second to none, all of our departments, although operating in a reduced capacity, will still be able to provide assistance.

I ask all Hudson residents to visit the Town and School websites, Facebook pages and HCTV for the latest updates and information. Please follow any directives issued by the federal, state and local government and most important, look out for each other. Lend a hand, check on your elderly neighbors, volunteer, be kind and patient. By working as a community, we will weather the storm together. Thank you."

After reading his statement Chairman Morin asked Fire Chief Rob Buxton to come forward with an update, as he the Town Emergency Preparedness Director.

Chairman Morin then asked Chief Buxton to hold off a minute and said, at this point, in the position the Town is in, I'd like to read the following Declaration of Emergency.

"It is possible, in light of Covid-19 pandemic situation, and the State Emergency Declaration in New Hampshire, that most or all Board members will be unable to attend our Hudson Public Meetings in person because they are concerned about getting sick or perhaps are already sick. In cases where the presiding officer declares an "emergency" and the requirement of a physically present quorum is waived, a meeting of a public body may be conducted with most or all members participating electronically. I therefore declare an emergency for the purpose of our Hudson Board of Selectmen meetings until the Covid-19 pandemic situation has subsided".

Chairman Morin went on to say, that is not a motion. That is a declaration that is now in effect in the Town of Hudson, which will allow the Board, especially some of our members with concerns, that they can attend meetings from home, electronically. We will be setting up, the Chief and others will be talking about it, later, there will be options for the public that they may participate in the meeting, but they do not have to attend the meeting. Thank you, Chief. Sorry.

Chief Buxton started off by saying, first please, the memo that's in front of you, is probably still wet. So if there's any misstatements or misspellings please, your patience is requested. So, just to give you a brief update on the Covid-19 statistics we had this morning, we've now reached over 200,000 cases worldwide. We've had greater than 7,800 deaths in the world. Last night there were over 5,700 cases in the United States with 96 deaths. Last night we saw the New Hampshire case number grow from 13 to 27 with now 4 cases in Hillsboro County. One of the keys to last night's conversation surrounded community transmission in the difference of the cases we're seeing today versus the cases we had last week. The previous 13 cases were related to travel so somebody went overseas or traveled domestically they could track it to something they had received or they had obtained the virus outside of New Hampshire and came into New Hampshire. The 9 new cases that they highlighted yesterday talk about community transmission that means that now we're transferring the virus in the State from person to person. I believe that you guys heard me speak before in regards to the transmission is for every one person infected they're tracking about 2.5 people that will be effected by the virus if you're exposed.

We took a couple actions last night and this morning first thing and that community transmission piece from my vantage point was very important because that now means we're not just talking about folks that are traveling and then coming to their homes. We're talking about people that are traveling in our grocery stores, traveling in our Town Hall and that we're socially interacting with on a day in and day out basis. So we took the action of closing all of the public buildings to public access. That means that the employees are still working in the buildings but we're not allowing employee access (to residents). That went out in a press release issued by myself, the Town Administrator and the

Chairman of the Board this morning to the public. That process has been in place now since approximately 8:00 a.m. this morning. That is limitation with access to the Fire Station without knocking on the door at Town Hall to register a vehicle and all those things. Probably an eye opener for a lot of those folks this morning was what was the impact on that to the Tax-Clerks Office. As you start lining people up to register their vehicles and how are you handling that. We worked through those issues today.

At 9:00 a.m. the Town of Hudson opened its Emergency Operations Center (EOC) which is located on Constitution Drive, the Ann Seabury Room. The room was filled with all of your Department Heads along with School leadership as we worked through highlighting of issues that will be facing us. Trying to come up with solutions and recommendations for you this evening. Before you, you see 7 recommendations that we would like to see you take under consideration this evening that would go into effect immediately and help us bridge the gap between today and your meeting the 24th. So these are immediate goals that we would start to implement tomorrow and some planning activities that would go into place.

The first piece is for the Department Heads to receive direction to identify a continuity of operation plan that talks about essential versus non-essential personnel and give a definition to you folks at the 24th meeting to identify how we keep the operation of this government called the Town of Hudson moving forward and delivering services to the community.

The second piece for consideration was regarding how we go about paying employees as we potentially look at rotating staff in smaller groups to make sure we continue to service the public and make sure we have folks that are available, healthy, to come into work. Right now they're forecasting 30-40% of the workforce will be effected by the Covid-19 virus and that effect may not just be from illness. That effect that may be because of a spouse or a child that his home with them and is sick and needs you to help take care of them. So there are a lot of things that effect why an employee would be available for work.

The third piece down was too basically, everything goes in a circle, right? So we're going to actually install a mail slot in the front door of Town Hall to afford the opportunity for registrations to be dropped off through a drop box, so that the Town Clerk's staff can take those and register vehicles on the backside because of folks dropping off payments. That would also be used for water and sewer payments as they get dropped off at Town Hall, where somebody doesn't have to directly come in and have face to face contact with Town staff. Additionally, we're going to take place creating a window in the Town Clerks office and basically utilizing a window to have folks pass information in and out the window to Town staff so we can start registering vehicles again. There was some relaxing of the DMV rules but those relaxations did not surround extending current vehicle registrations. They surrounded 20 day plates and what happens if you buy a car in Massachusetts and come to New Hampshire, and those types of things. We really are going to try to push messaging out to the public regarding the utilization of online registration and try to give some support to the Clerks' office there.

We're also this evening recommending for the next 3 weeks that you consider closing of the landfill, parks, park bathrooms, to the public, for a minimum of the next 3 weeks. That will take us to April sometime.

Additionally we issued a response today to get all of our messaging underneath one window and make sure that all press releases and activities coming in and out of the Town regarding Covid-19 come out of the Emergency Operation Center.

Then we are also looking to move the Emergency Operation Center to a virtual center where we can actually can all remotely be working together instead of violating our own rules and putting 24 people in a room at 6 hours at a whack.

We're trying to accomplish those goals. We're looking for your support this evening. Certainly I'm sure you have a host of questions for me but I think that probably gets us started.

The Chairman asked the Board does anyone had any questions for the Chief. To which Selectman Coutu replied, some of it at least two questions. But in the interim, this first question is either for you Chief or the Town Administrator. First of all I want to thank the Chairman of the Board of Selectmen who in his capacity also serves as Chairman of the Emergency Management Team. Like all of the other Selectmen, he has kept us abreast of everything that's gone on in the past several days. He's made himself available to Town staff, he's met with the Emergency Management Team and they are prepared today to make several recommendations. Some of them are going to be hard to bite but it's time that we bite the bullet. So I want to say thank you, Mr. Chairman, publicly. I know we had this discussion earlier today, I told you how proud I was of the manner which you conducted yourself and the way you handled this crisis for the Town of Hudson. So thank you Mr. Chairman.

One of the things you mentioned, Chief, and again this could be for the Town Administrator, is you talked about and the Chairman, we've had so many conversations, that a temporary window set up in the Town Clerks office, you mentioned that, with some Plexiglas or something of that nature, with slots, have those been ordered? Did we find a company that can accommodate that? Chief Buxton replied, with the community transmission that was highlighted last night, and the closing of Town Hall, that has not moved forward based on the fact that the public is not currently being allowed into the work space. Selectman Coutu then asked, so some sort of drop box or mail slot will be on the exterior of the building. What concerns me about a drop box is that depending about how it's constructed, I'm concerned with people being able to rifle into that box with tape rolls. To which Chief Buxton replied it would be cut into the door and drop into the building with a bin at the base.

Selectman Coutu then said, Chief you mentioned that some of the actions that we're going to take are going to be imposed for a minimum of three weeks, is there a plan that in three weeks we will review the status and where we are with the Corona Virus at that time. Chief Buxton responded, great question, today was Day 1 of the Emergency Operation Center and the host or pages of issues that were listed out, some were listed in minor columns, some were listed in major columns and there are a lot more issues than there are answers right now. The Department Heads who are sitting behind me worked very hard today in regards to trying to highlight and forecasting where we will be and lean forward to say in 30 days, what do we look like and how are we delivering services and how do we stand public access back up and those types of things. There's a lot of discussion points that still need to take place and it is very premature for me to talk about anything after 3 weeks.

Selectman Coutu asked Chief Buxton, could you clarify for the public, because I think they need to know, in terms of your department and the Police Department, what is going to be the mode of operation for both? And if the Police Chief wants to come up I'd appreciate it. I don't want anybody to panic. I don't want anybody to think there's not going to be anybody out there. So just the mode of operation through the crisis. Chief Buxton replied telling Selectman Coutu, great question. The State of New Hampshire communications center has put together a call questionnaire to try to highlight calls for us. As you're aware there's a requirement for HIPPA privacy for every single one of us as we sit in this room. So currently they don't have access to be able to flag addresses for us, but they certainly have the ability to ask questions to raise our awareness as we're responding. Chief Avery and I have had conversation for almost three weeks now in regards to how do we respond to something like this. Our direction to staff has been to very much limit exposure. What does that mean? Pretty much what we've asked the Police Department to do is if we're responding to a medical emergency that does not need their direct engagement to wait until we get there and give an assessment of the scene. We have initiated a single responder will go into the home with no equipment. Basically evaluate what's going on and let it be know what they need inside to try to limit those exposures to make sure we're not walking into a scene. Not delaying care but highlighting what they're walking into. The catchment questions are not going to catch everything but it's important for them to highlight and the staff to be able to go in and if we have an exposure to limit that. And what does that exposure look like. So we have plans on the backend, operationally, that is going to limit that exposure to make sure we're providing the great service that we always do, but first responder safety is of the utmost. Our employees are the most important piece of that system for continuing the delivery models.

Chief Avery then addressed the Board saying. Thank you Chief. So the level of service that the Town of Hudson expects and demands and should expect and demand from the Police Department, will not change. We will be out there working. Our sector cars are still in place. We will still have the same amount of staffing out on the street until I see a need in upping the staffing, just based on calls for service. Moving forward, the only real change that people will see is we are not taking face to face non-emergency calls for service. Meaning if your mailbox got smashed in the middle of the night simply call the Police Department. A police officer will call you back and we will take a report and investigate it like any other crime. But the men and women of the Hudson Police they took an oath to make sure that they serve this community, to make sure that this community is safe and that is unwavering. The men and women are out there day in and day out. Day in and day out, on the weekends, holidays, it doesn't matter. Our level of service will not change. We have some staffing decisions to make or I have some staffing decisions to make, to make sure in case one of our officers comes down with Covid-19, how are we going to continue this operation. Fortunately, as we've mentioned several times, this Board, Chief Buxton knows and you know, Mr. Coutu, I'm in constant communication with the Chief from Nashua. In fact during our meeting today we exchanged some messages back and forth making sure that each department was all set and if we needed help. So we have mechanisms in place. We're moving forward with business as usual other than non-emergency calls we will take only over the phone. If there's an emergency, a domestic violence, a robbery, burglary, anything like that, we're responding the same as we always would.

Selectman Coutu thanked the Chief's for their explanations and went on to say, I want conclude with one thing Mr. Chairman. We've worked together on trying to pull the community together for various reasons throughout our careers as a firefighter, and as a member of the Board of Selectmen, the 9/11 Memorial would never have been built. We wouldn't be doing the Telethon every year. In a time of crisis we are community and I want to express my sincere appreciation to those members of the community who have reached out to seniors, to their neighbors, willing to help and volunteer their time to go out and pick up groceries, to run errands for people that are in need. So to those of you who are doing it, I want to express my sincere appreciation. That concludes my remarks for the moment, Mr. Chairman.

Chairman Morin then went on to say, okay, before we start reviewing these requests to take us to March 24th, and I want to stress this is only until Mach 24th our next meeting, so everybody in this room can move on. We have all the Department Heads here this afternoon. So if anybody has any questions we can get the answers right away, so don't hesitate to ask them to come up so we can do it. When you're making your decisions here, this is going to mean a lot to everybody in the Town, our decisions today. So we need to make sure we really look at them, ask all the needed questions and make sure that we're all set with our answers before we move forward because it's going to make a big difference how we move on with this.

So we'll start with number 1: Define essential versus non-essential employees

What we're looking to do, as the Police Chief just stated he has some decisions he has to make on employees and how he's going to work. So we looked at this for all the departments. If you take the Treasurer's Department (*Chairman meant to Tax Collector) there's 4 people in there. We would drop that to 2. So 2 would be on for a week, 2 would be off for a week. Again, just throwing that out there. We can determine a schedule if the time comes. This way if someone gets sick we still have someone to replace them and we can rotate through people. All the Department Heads will come to us on Tuesday night with how this schedule is going to work and how we're going to do this, and even if we want to do this. It will affect every single department. The Department Heads will make those decisions to report to us. Our biggest issue here that we have to discuss as a Board related to this is number 2. Are we going to continue paying our employees or how are we going to do that? Does anybody in the audience, before we start, want to come up and comment about this part? Any of the Department Heads?

Chairman Morin then recognized Selectman Martin who said, there goes my \$20. I said I wasn't going to talk. Umm, yes, I agree. It's budgeted, we're not losing money. We're not have to take money from somewhere. Their pays are budgeted in the budget and I think we should continue to pay these employees as if they were working. Chairman Morin stated, I agree with you 100%. We

already have it in the budget. And at some point we may need to call everybody up but again, we're going to have to define. At this point let me clarify what I said. This point will only be a three week period because our Department Heads have to come in with their employees and how they're going to work. So our vote tonight will be strictly for the next three weeks. And then there will be a new operational period and we will take it from there. Okay? Any further questions? To which Chief Avery said, Mr. Chairman, may I just speak on behalf of the Police Department. I'm looking at, and I'll come forward next Tuesday night, but I am looking at like a bullpen system if you will. Where I would have some commanding officers, some top leadership, and then trickle down all the way through the patrol officers that would be at home, in case one of our other officers gets sick and we need to bring them back in. Again, they'd be at home, they would hopefully get paid, but they're not on vacation. They're not going to the beach, they're not going to the malls, they're going out for essentials for their family, which obviously is primary to make sure their families are taken care of, but they would be on call, if you will, if we need them back in here, they need to respond back in. I'm only speaking for the Police Department. I'm sure all the Department Heads that are here would probably echo the same words.

Chairman Morin responded by thanking Chief Avery. He went on to say, I want to make it clear also, this will be for all full time and part time employees at this time. The Chairman then recognized Selectman Coutu who asked, Mr. Chairman, did I hear you say defining essential versus non-essential will be discussed at the Board of Selectmen's meeting? Chairman Morin replied, correct on the 24th our next meeting. Selectman Coutu went on to say, so, I want the Department Heads to know that from me anyway, that I understand the onus that's put upon you in the next few weeks in terms of managing and arranging the staff to meet the immediate needs of our community. It's not going to be easy, it's going to be difficult. I would hope that regardless of what action is taken here now or at the next meeting that our municipal employees will cooperate. It's a difficult time for us. But in the interim, I'm sure the Board would agree with me, we don't want any of our employees to have any angst over whether or not they're going to get paid. So therefore I make a motion to authorize the continuation of salaries of Town Employees through the week ending April 4, 2020. This was seconded by Selectman McGrath. Carried 5-0.

Chairman Morin went on to Item 3 - Identify the Continuity of Operations

Chief Buxton explained, basically, what we're looking to do is on the 24th of the month is we will come in with a formal plan and let you know how we're going to rotate staff and what the hierarchy are for the different departments. I think that's somewhat easy for Chief Avery and myself, but when you look at some of the smaller organizations who's the next in charge, who's being mentored to be able to make decisions along the way and how does that all work out? So we look forward to bringing that to you in a formal package that says here's how we're going to operate after the 4th of April and move forward. So that would be completed for the 24th of the month. Chairman Morin asked, anyone have any questions for the Chief on this? Seeing none, the Chairman thanked the Chief.

Chairman went on to Item 4 - Should the Town Hall utilized a drop box in front of Town hall, a "drive thru" window option from the side window, or construct a mail slot in the Town Hall door. I'd like to call Patti Barry up. Tax Collector/Town Clerk, Patti Barry came forward. Chairman Morin asked Ms. Barry to give us what the problems you're facing that started today and why you need theses. Ms. Barry explained so the State DMV directed that anybody that has a NH temporary plate is now extended until April 30th. That doesn't help anybody that purchased a vehicle in Massachusetts that has to get their vehicle registered. They can go to the DMV and obtain a temporary plate but a lot of them don't want to so we have to deal with those situations. So we are looking at maybe doing the side window where our clerks can talk to the person, we have to have original documentation and signature, so it's not something that can be utilized by a drop box for these situations. So rather than having that person come into the building we do have windows there. It's going to take some preparation to do that but I think that's probably the best option to help those residents. That would be by appointment, so we're not going to have a line of people out there. Hopefully it's not going to be overwhelming. Renewals, we're asking people to do them online or by the mail. We have extended our deadline to the very last day of the month, online. Even if they don't get the physical registration back in the mail, if they were to be pulled over, they are showing that they are registered.

Chairman Morin asked, would you like to talk about the mail slot? To which Mr. Barry replied, since we're getting closer to the end of March, a lot of people don't want to use the mail service or online, because they do have to pay a fee and the credit card company will not waive that fee. I've already asked them to do that and they won't do that. So we're looking at the best scenario would be cutting a mail slot in the front door, having the drop box behind our front door so it's in the building and people can come and drop their renewal notice with a check in there. We would be monitoring that box all the time, taking those out. Even for water and sewer payments they could drop those in, we would process them and send them back. Selectman Martin then asked, your folks are able to process Water and Sewer? To which Ms. Barry replied, no. Water and Sewer would still be in the building. An employee would still be doing those. We would bring them those and have them process them. Selectman Coutu made a motion, seconded by Selectman Roy, to authorize the construction of a mail slot in the Town Hall door. Carried 5-0. Chairman Morin went on to say, I know we have some talented people within some of our departments that can do that to save us funds if we need to.

Chairman Morin asked that DPW Director, Jess Forrence come forward. The Chairman read off Item 5 - Should the landfill, parks and park bathrooms be closed to the public?

Chairman Morin stated: as you know, close contact is what's spreading this virus. Benson's particularly is a very visited place. We get a lot of people in there with close contact, especially with the bathrooms and sanitary conditions. So we need to talk about this, whether we want to close our Town parks to try to keep the spread down.

Mr. Forrence stated by saying, on a nice day take a ride by Benson's. You can see the amount of cars that are there and if you have the privilege to drive through, as I do, you can see the number of kids that are there. So, slowing it down by keeping the parks open, I don't think would be., Close the parks, even though from what I hear out there is get out, go for a walk, get some fresh air, don't confine yourself to the house, I still think it's a good thing. The bathrooms aren't scheduled to open until April, so I think we'll just continue if approved, to close everything tight.

Chairman Morin asked Chief Buxton if he'd like to talk a little bit about the spread and that type of environment. To which the Chief replied, yeah, so I think the community transmission, the reason we're looking to close the parks is basically the number of people we're seeing down there. I happen to be at HCTV on Saturday in the afternoon. It was a beautiful day out and there wasn't a parking spot to be had. So those tight quarters of folks, although it's a park, those walking around in groups, they are tracking the spread of Covid-19 to that piece. When the bathrooms open up then you'd have another contamination point, so that's a challenge.

Selectman McGrath stated on the news today, they indicated, that there is conditions where it's affecting children. I think it's in Italy, I'm not certain. I'm kind of on news overload here. But that's one of the things that they mentioned today. It may have been during the President's briefing, that it is affecting younger people now. So, I know that they're encouraging people to be active, keep moving and drink plenty of fluids and keep hydrated, but kids are like little germ factories in and of themselves and they're on the swing sets, I think that they're probably more prone to getting a virus and this certainly wouldn't be a virus that you'd want to have a child get.

Selectman Martin stated, I don't know how many of you have checked your email, but I believe I saw an email in my email inbox at Town Hall for a resident asking how we're going to sanitize the play equipment. So, motion is to close all parks until further notice. Chairman Morin asked, anyone else? To which Selectman Coutu asked, did anyone second the motion, I have a questions? Selectman McGrath stated, I will second the motion for discussion purposes. Selectman Coutu went on to ask Mr. Forrence, I know that they baseball fields and those kinds of parks, we're not going to barricade, how do you plan on keeping the populous out of Benson Park? Mr. Forrence replied, the only three entrances we have do have gates on them. There is the walking path that goes down beside the dog park that you can eventually walk out back and get into. Most of the people pull down into the parking lot, park there. We'll put up a sign that says the park is closed until further notice. That usually deters them. Selectman Coutu asked, does that include the dog park? To which Mr. Forrence replied, if the Board wants to do the dog park also then, we will. Selectman Coutu interrupted saying, it's a park. I would like to see the dog park included in parks. All parks. Selectman Coutu then added, I'll be voting to support that motion.

Chairman Morin asked Mr. Forrence to explain closing the dump. Mr. Forrence stated, the dump is open to everybody the last weekend of the month right now. Beginning of April it's going to be open

twice a month to everybody for the demolition side of things, the big days. Every weekend it is open for cardboard, brush, metals. You don't need a pass for that. A lot of people show up just to take care of yard debris, recycling the boxes and so forth. It's going to be totally up to the Board. I think we can maintain a pretty good avenue on running the landfill on a number of guys. The guy at the gate controlling a lot of people sitting tight until we move people along so not everybody is gathered at the boxes, at least for this first month because it's short notice, people are going to be showing up at the gate with truckloads of stuff and the gates going to be locked then all of the stuff is going to get emptied in front of the gate. So, I would say if we do this last one, inform them that after this it will be closed, I think that might be easier. It's up to the Board. Chairman Morin replied, my concern is all those gentlemen along the back wall there. People are going to ask questions and they're going to be in close contact and they've got a very important job in this Town too.

Selectman McGrath interjected saying, we're in a position where this hasn't happened in my lifetime. I don't think it's happened in anyone's lifetime here. We need to be smart about it. Inconvenience isn't an excuse to put people in danger. If my trash isn't picked up for a month, I'm not going to be concerned about it. Mr. Forrence responded saying, trash is going to be picked up every day as it always is. Selectman McGrath added, I don't go to the landfill. Even if I had to, not putting people in harm's way is far more important.

Selectman Martin said, Mr. Chairman, I'd like to amend my motion to state The Board of Selectman authorize the closure of all Town parks and cancel the March landfill cleanup day. Selectman McGrath seconded this motion. Selectman Coutu then asked, Mr. Forrence, you just stated that you felt that you could handle the landfill, correct? To which Mr. Forrence replied, I think if we limit at the gate, not letting the big line in like we usually do, slow it down, restrict the number of people at the dumpsters themselves, I think it can be controlled. But if the concern is that big than maybe we should look at it. Selectman Coutu added, you also said you were concerned with people taking their debris and just dumping it at the gate. Mr. Forrence said, we'll find it other places, yes. Selectman Coutu said, I'm concerned they'll throw it in the streets, back roads and alleys. He went on to say, I will support the motion to do that but I would ask, Mr. Forrence, that you consider, and that the Town Administrator, hopefully there's money in your budget, it wasn't a bad winter, that we authorize overtime and once we open the landfill that we do it on a weekly basis until we catch up. We would authorize the overtime in order for you to do as many cleanups on a weekly basis until you see its back to a normal flow. If people are going to be hoarding debris and cooperating with us, I think we owe them an opportunity to have more availability to the landfill.

Selectman Roy said, I think that closing the landfill at this point would probably be prudent, in the manner that was moved and reopening it every week is something we should save because we don't know when the end of this situation will happen, that we save that for when it happens for a more timely vote on how we want to handle making up some of those dump days.

Chairman Morin asked if there was any further discussion. He went on to say, *motion on the floor by Selectman Martin, seconded by Selectman McGrath to close all parks and the landfill until further notice. Motion carried 5-0.*

Item 6 - Press releases will come from one source

Chairman Morin asked Chief Buxton to elaborate on this. Chief Buxton explained to the Board, today when we opened up the EOC one of the major goals was to create consistency to our messaging. Community wide we had all stakeholders there, the School was there and they've been a great partner throughout this process. Basically one source, one message sent out on all mediums. So it goes up on the Town's website, gets sent to social media sites, gets shared by everybody, we share it on the Town's webpages. I put a little challenge down on Monday. The Town has got authorization to be part of the State of New Hampshire's Code Red program. Which basically is a mass notification program for emergency alerts. Part of that program, we stood that program up just over 48 hours. Basically we have north of 13,000 phone numbers automatically downloaded from the State of New Hampshire because we belong to their addressing program to get messaging out within Town. Those will be updates and the messages we see fit. There will also be something that goes up on the web, probably tomorrow, for residents who sign up for that if they want to get it on their email or their cell phones. That's another mechanism that has been put in place since Covid-19 has happened. We're trying to get as many outlets identified but the same message so we're all talking the same language and get that around the horn.

The Chairman stated, that doesn't need a motion. He then recognized Selectman Martin who said, would 6 & 7 on this form be one, so that everything comes together through the EOC? Chief Buxton replied, I think they're informational unless you have a different opinion, Mr. Chairman, but I think both of those are informational, just to let you know that we're mechanism in all one direction. The Chairman then stated, what's important here is that we get the same message, and the School Board is on board with this also. Everything is going to go together between the School and the Town. It's important that we get the right and correct information out in a timely manner. This way it will ensure that that happens.

Chairman Morin went on to say, we just covered Item #6 & #7. We have one other big item at this point. To authorize the Emergency Operations Director to expend funds to convert to a virtual EOC. Chief, if you want to talk about that. Chief Buxton explained, basically, today we identified that we had over 24 people sitting in a room and decided that we need to be good partners to each other and identify mechanisms that were going to afford us to keep our social distancing too so we stay healthy so we can manage and lead the Town through this process. So we put a goal down to identify mechanisms that would allow us to move the EOC to a virtual space. What does that mean? It means that I'm operating in my office but I have the ability through scheduling and video conferencing to basically get things moved around so I can communicate with the School District or the rest of the Emergency Management team. The IT Director, I'm sure, will identify potential software, equipment, and those types of things that may be necessary to accomplish that goal. But it was important for us to get it in front of you tonight to basically start that dialogue of what that looks like and how that rules.

The Chairman apologized to IT Director, Lisa Nute and asked her to come forward. Ms. Nute started off by saying we can absolutely do that. I did some testing and I did attempt to order and get some quotes for some additional equipment. It's kind of like the foods on the shelf. People are trying to get their people working from home, so webcams things like that are a little bit backordered. We can start right away at least with voice and congregating through our network and cell phones to at least have conversations all at the same time. Chairman Morin asked, how fast can we get this online? To which Ms. Nute replied, I did a test today with the Finance Director, sent that to a couple Fire personnel as a test, but as of yesterday we seemed pretty comfortable with what we've looked to do. I have just a temporary license but if we're good to go, I will go ahead and purchase that license. Chairman Morin replied, excellent.

Selectman Roy asked, can you have that up by within the 48 hours that the Chief talked about? So by Friday? Ms. Nute answered, I believe we can. That will be my goal. Chief Buxton added, we set a goal for 48 hours. I forgot to say that.

Selectman Martin was recognized by the Chairman and said, I'm ready to make the *motion to authorize the Emergency Operations Director to expend funds to convert to a virtual EOC within 48 hours. This was seconded by Selectman Coutu,* who went on to say, I talked to the Town Administrator and inquired about funding. I understand that Chief Buxton that you have some EOC money available and the Town Administrator assured me that if there expenditures exceed what was budgeted, we can take it out of our discretionary fund to assist you with that. Chief Buxton said, I do have one comment on that, part of the items that the Federal Government has put in place is the President declared an emergency through the Stafford Act. One of most important things that we do right now falls underneath the Finance Director as she tracks all of our expenses. We are going to be able to recover 75% of those expenses. So as we put programs and stand things up like this, there's going to be a recovery mechanism on the back side. That may not come before the end of June 30. I know that's one of her concerns, how do we get that put back in. But we'll identify those. We've started tracking and moved down that direction. She certainly has her hands full. Chairman Morin asked if there was further comments. Seeing none, *all those in favor? Aye. Those opposed? Aye's have it. Motion carried 5-0.*

Chairman Morin asked Ms. Nute, while you're up here, do you want to explain a little bit so the Selectmen understand how we can hold our meetings. So we don't have to have everybody in the room with us? Ms. Nute explained, so we would have, let's say, Fire Chief for example, as the host of a meeting. He would then send out an email to whoever wants to be on it. You've done this I'm sure,

already a million times. There are a number of packages out there, Go To Meeting is an example of one. So you would get the information to dial in, if that's what you want to do, or if you have a microphone on your system you could do that. We all end up on a phone let's say. You can see the Chief's desktop, once we get him a camera, you'll be able to see his face, if that's what he would like to do. That kind of a thing. So it's as easy as a click of a link. Chairman Morin asked, so that would be the same for our Board of Selectmen meetings, it would be set up the same way. So people could call in if we had to talk to them and things of that nature, with a conference call type of setup? Because at some point we're going to have to have a Board meeting and we may have some Selectmen that would rather not attend the meeting in person. We need to have communications with them and we need to have communications with the general public.

Ms. Nute replied, the issue with what I was looking at for our case, we know the email addresses that we want to invite. So when you're talking about the public dialing into something, I'd have to think about that. That would be a different scenario where you, the host, are not inviting people in. You want to do something a little different where people...I just have to think about that for a little bit and come up with a solution. This is the first I'm hearing that that is what you'd like to do. Chairman Morin said, not to put more on you, but we have a meeting Tuesday and I don't know if they're going to be attending.

Chief Buxton added, under the relaxation of the Right to Know law that came out of the Governors Executive Orders, you have the ability to virtual with your meeting. That's what you did this evening. Your requirement is to provide an access point for the public to participate in those. As simple as coming in and having a spot at Town Hall. So maybe the Administrator and the Chairman happens to be in the meeting but the meeting is actually virtual so two of you are not in the room, so you're virtual, but everybody else is there still participating. Or you provide an opportunity for them to also have a spot to be dialing from, say the Planning Board meeting room because you only have space for half a dozen people in one room for social distancing. You could have an overflow spot. That dial in piece is going to be a little bit of a challenge for the short term.

Ms. Nute said, let me make sure I understand that because obviously HCTV is streaming that meeting for us. Also it's taped, so the public is already viewing that. We could easily have you the host of the meeting so that whichever Board of Selectmen members are not present or could not be present could then dial in and be a part of that. We would just need to get them and ensure that from their homes they have the microphone or whatever so that they could participate. So that is doable. It's not the public not having to call in and talk. They can watch it steamed live, right, so we've met our obligation there with public meeting. Correct? Does that serve the purpose? Chairman Morin said, that was my question but the concern is we still want to have people, if they have to talk to us, or we have questions on some of the issues we're dealing with, we need to have some way to communicate with them. Ms. Nute replied, okay, as long as you know who those people are that you would need to speak with, then we could manage that. I'd want to know ahead of time who the people are. Maybe we can do a quick test or something and make sure they're capable. The Chairman responded saying, excellent. Thank you. Any further questions? Seeing none, thank you very much.

Chairman Morin asked Kathy Carpentier, Finance Director, to come forward. Chairman Morin went on to say that this discussion has put a hold on discretionary spending unless it involves purchases relative to the Emergency Operation Center. Ms. Carpentier thanked the Chairman and went on to say, at this point we do not have a cash issue. We have our budgeted money you mentioned. We have budgeted salaries, budgeted supplies, however, we have to kind of prepare if we're not going to be bringing in revenue, and we have to start looking at discretionary spending. So the team thought today that maybe a motion could be made to eliminate any not necessary spending at this point. Again, I'm not trying to put panic. The Town is cash stable at this point, but I don't know how long this is going to go. We have about 100 days left of this fiscal year. Chief already mentioned we might not get any federal funds before the year ends so we are working in a small window to make these decisions. So as long as it doesn't have to do with anything for the emergency, the motion to suspend spending is what we recommend. Selectman Roy made a motion to put a hold on discretionary spending unless it involves purchase relative the Emergency Operations Center. This was seconded by Selectman Coutu. Motion carried 5-0.

Chairman Morin asked Chief Buxton if he had anything else. Chief Buxton did not but saw that Selectman Martin did. Selectman Martin then asked are we going to address PTO time, vacation time on Tuesday. Chief Buxton replied saying, that is part of the continuity of operation discussion. Selectman Martin thanked the Chief for his reply.

Chairman Morin asked if there were any other questions for the Chief. Selectman Coutu stated he just wanted to make a statement. He then said, in light of the fact that there was a minor incident today and caused some confusion with Town employees, I can tell you from experience as emergency management director for the City of Lowell during the Blizzard of '78, that it's imperative that there is one voice and one voice only when it comes to managing emergency operations. We need to respect that. It causes confusion when there are multiple voices. This isn't a measles virus. This is a corona virus and it kills people. People are worried. Shelves are still being emptied at the supermarket. My wife went to Market Basket today and the canned goods aisles were empty. Sam's Club when they opened this morning, the parking lot was full. They have no milk, no bread. So people are panicking. We don't need confusion and we don't need especially to have our Town employee's confused about what is going on. If we are privy to some information that is about to be released that's what it is. It's private. Keep it to ourselves and let the Emergency Management Director make the releases. And I would request that the Fire Chief in conjunction with you, Mr. Chairman, to put together a press release, effective immediately, to the Nashua Telegraph, the Lowell Sun, Manchester Union Leader identifying what we spoke about today and what actions we have taken today specifically so that the citizens will know. If they're not watching this, and we know our audience is going to be minimal at four o'clock in the afternoon. A lot of people subscribe to one or another of those newspapers and I would hope that we can put together a couple of messages for HCTV. I don't think it would be necessary for any one of us to go on and speak on HCTV because they'll I hope, rebroadcast this meeting like they would any other Selectmen's meeting. But again Mr. Chairman, it is imperative that we speak in the case of an emergency, with one voice. Only one voice. Thank you.

The Chairman thanked Selectman Coutu. Selectman Martin asked the Chairman if he could respond to Selectman Coutu's comment. He started by saying, thank you Mr. Chairman. We all know, this Board knows, I know that we all speak with one voice. We just made the appointment, we just made it clear that everything is coming out of the EOC. What you're referring to was something that happened this morning. And it happened to involve me. So instead of going public with it you should have confronted me first. I take exception to that. Thank you.

The Chairman banged the gavel and said okay, we've got to worry about the Town. Thank you. Thank you. Chief you were already going to plan that. That is correct, thank you.

I'd like to bring the Town Moderator up if he would please. We'll have a quick discussion on the recount for the high school renovation. Town Moderator, Paul Inderbitzen thanked the Chairman. He then said, we are moving the location of the recount. Unfortunately the RSA gives us 10 days from when a petition is submitted to do the recount. Nothing in the Governors emergency declaration vacated any of the RSA requirements. So instead of throwing an election into turmoil, we're going to continue with the recount. We're going to do it here at the Community Center where we can spread out a little bit more. Tables are bigger. We will have six teams of two. The School Board members and I have some of my ballot clerks and a couple of volunteers that are going to assist with that. And then there will be six official observers from the petitioners. So there will be three people at table but we can, one on one side two on the other and we'll work that out. So we're going to do that. I've just given it to HCTV, I've posted it on the door here and we'll post it. We have to give 24 hours so as long as we're before 6:30 PM we're okay for doing that tomorrow. I'll be emailing all the people involved tonight to let them know we're just moving it from the school, from the library to here. Chairman Morin asked if anybody had any questions. Chairman Coutu said, in your release yesterday, your email that you sent out relative to signing up the volunteers for payroll purposes, I thought you had mentioned something about you're going to have that meeting at six o'clock, prior to the recount. And it says something about the Board. Does the Board mean us? Mr. Inderbitzen responded saying, no the Board would be the School Board. They are the Board of recount. The

Clerk and since we don't have a new Clerk the current Clerk will stay in business until there's a new Clerk appointed or signs up. We haven't heard.

Selectman Coutu asked Mr. Inderbitzen will you be limiting the number of spotters. Mr. Inderbitzen replied, just one per table. We have to look at every ballot. Selectman Coutu asked, what if you had a citizen that said that spotter is, say a School Committee person, I'm opposed to it. How do I spot? I can't spot that table? Mr. Inderbitzen said, it's open to the public but they're going to be behind the bar just like at an election. They cannot take part in the count. Selectman Coutu then said, typically if there's an election and there's a recount in the election, there's a spotter for the candidate who won and a spotter for the candidate who lost. So what you're saying is? Mr. Inderbitzen interjected saying well there's only one petition for recount of the article. Well, there's going to be one observer. They have observers. Technically the School Board or the Board of Selectmen on a recount, should do the whole thing themselves. That's the requirement of the law. But it obviously would take us too long so we have teams that can make it go rather quickly. Two to three hours is what I estimate. But yes, the public can observe but they can't comment. The observer, the official observer, which I will get a list of when they come in, will be able to say, I don't agree with the two counters and that goes off and the Board of recount will vote on that afterwards. At the end. Selectman Coutu asked, that would be on a specific ballot? To which Mr. Inderbitzen answered, that's right. Selectman Coutu went on to say, I've had the question asked of me so I wanted to hear a response and now they know.

Mr. Inderbitzen added, that's what I mean. I will be reading that section of the law, that somebody says, well the School Board would be biased. I said, look at, you've got three people looking at a ballot. If there's a question on any of them it gets pulled out and the Board of Recount. And the Board of Recount is the School Board, the Clerk and the Moderator. There's a section in the law that I will also read talking about to determine the intent of the voter to the best of their ability. And that's what we'll do. So everything will happen here. The count will start at 6:30. There will be a training session at 6:00 where I'll be showing some examples and get everybody comfortable at how we're going to be marking.

Upon seeing no further questions, Chairman Morin then thanked Mr. Inderbitzen for coming in.

Chairman Morin addressed the Board saying, on our 24th meeting we have scheduled an attorney-client session. In light of what's taking place, do we want to cancel that for now? Because we're going to have a lot of other things we're going to need to discuss, it's going to be a long meeting anyway. Selectman Coutu added, it makes sense to cancel it because Boards and Commissions are meeting anyway. The consensus of the Board was to cancel the attorney client session.

6. OTHER BUSINESS/REMARKS BY SELECTMEN

Selectman Martin - Nope, I have no comments.

Selectman McGrath - I don't have any comments.

Selectman Roy - I just want to thank all the Department Heads, particularly Chief Buxton, for their work today in the EOC. They really are working for the best interest for the citizens of Hudson in attempting to keep the Town moving and getting us through this. So I thank you all.

Selectman Coutu - Just for people who are going to ask, what does EOC mean? It's the Emergency Operations Center. I too, I want to echo Selectman Roy's comments. I said initially that the onus is going to be on all of our department heads to make some realistic decisions in terms of man power and providing as much service as we possibly can provide to our citizens. We are committed to that as a municipality and I know you are as well. I want to thank in advance, all of our employees, there are a few here in the hall, for your dedication and your work ethic. I hope you will work cooperatively with your Department Heads. We can get through this. We don't know when this is going to peak. It

will sooner or later but I think realistically when you look at what's going on in Europe, we're not immune to this, we're at the beginning stages, we conceivably see this go out through July or August which is what they're predicting. So let's just bite the bullet, be safe. I'm an elderly person. I'm concerned for myself. I'm concerned for my wife. I'm going to take all the precautions that are necessary and I hope you will all do the same. Thank you Mr. Chairman.

Chairman Morin - I just want to make a couple comments. First of all Selectman Coutu touched on it earlier. All the volunteering that's being offered in the Town, it's very much appreciated and at some point that may be very important for us to get through this.

Second of all, the Hudson Market Basket and all Market Baskets, tomorrow and Friday from 5:30 a.m. to 7:00 a.m. will be only open to anyone 60 or older. Selectman Coutu interjected saying, that doesn't make sense to me. You're going to take everybody who's vulnerable. That supermarket policy. Stop and Shop started it. You're going to take all the vulnerable people and put them all in the same building in that one hour. Not you, the supermarket. It just doesn't make sense to me. Chairman Morin replied, I understand where you're coming from sir, but there's been a lot of concern about our older residents and not being able to get to the stores because of the crowds and everything they would have to deal with. So I personally think this is a good thing for us and our citizens so they can at least get out there and maybe not get pushed and things taken from there. This is only their age group and they will get it done and get their food so they can be supplied just like the rest of us.

The last thing. As Selectman Roy and Selectman Coutu said, I appreciate everything, all the Department Heads did today and what they have done and what you're going to do in the future. We're not close to this to be ending. Chrissy, who had to step in, definitely not her position, and she joined right in and helped us out today. Again I want to thank you all very much. You guys out back there, you're going to be on the front lines of this. We will do our best to make sure we take care of you and keep you out of harm's way. I see a bunch of hands raised. I've seen three. Usually we don't take any comments it's up to the Board. Would we like to take any comments? We already did public input. The consensus of the Board was to take comments/questions from the audience.

7. ADDITIONAL PUBLIC COMMENT

The first question from the audience came from Leo Bernard, Recreation Department employee. Mr. Bernard said, understand, I didn't have this question at public input because it came up during your meeting. But, closing the park, is I don't think a great idea because a lot of gyms have been closed and stuff. And some of the neighborhoods are bad to walk in. I understand closing the bathrooms and stuff but people walk in that park and get their exercise and closing the park is not a great idea I think. It's hazardous to walk on the streets and a lot of people like to walk. So I mean closing Benson is I'm saying not a great idea. And I wanted to throw that out because my gym is one of the gyms that closed. Not all gyms have closed but a lot of them are closed for a while and it's a great place to walk, its nature. I just want you guys to know how I feel.

Brian Groth, Town Planner, came forward and said, as you all know the Land Use and Inspectional Services area of Town Hall comprises several departments between Planning, Zoning and Engineering we have six. An additional five at a minimum is from inspectional services. We typically have an additional person or two depending on applicants or other employees. The President recommended that we not gather in groups of ten or more people. I can tell you our staff is nervous. I can tell you that much of our staff go home to health care professionals that are on the front lines. We have in terms of Planning, Zoning and Engineering, a way of sending half of our employees to work from home. Not, not working, but working from home. I'm afraid to go in tomorrow morning and say we've got to wait another week guys. So to keep those numbers down, under ten, I'm asking that Land Use division, comprising of Planning, Zoning and Engineering allow 50% of our employees to work from home. Chairman Morin responded saying, I will not promise you anything at this point unless Board members want to talk we can leave this up to Mr. Malizia who is in that building and take it from there. I will tell the Board that several other departments have already done this. Selectman Martin asked, do you know who has the capability to do a log me in and work from home?

The Chairman then said, I would like to take this, and we appreciate your input, but let's let Mr. Malizia who is in Town Hall take care of this tomorrow and move forward with it. That's his employees and he can make that decision. Like I said, some of the Department Heads have already done this. It would be up to him. Thank you.

The Chairman then called up Mike Siteman from the Department of Public Works. Mr. Siteman introduced himself saying, my name is Mike Siteman. I'm from the Department of Public Works and I am a shop steward for the Union there. One of the concerns that we were having, a bunch of things have been answered today and I know you guys have a meeting on Tuesday so that's great, but one of the things I am concerned about is at least a couple of us also work with people that are in the medical field. I would think if anybody was going to be as susceptible to coming down with Covid would be a few of those people. We had a situation last week where somebody's spouse was quarantined and that employee was allowed to work with us all week. My question is what's the Town's position on if one of our spouses is being asked to stay home until a test result comes back? What do you want us as employees to do? Because I know the Department of Public Works we have a roll call in the morning where 24 of us are standing in a circle much smaller than this area here and we're all getting our daily duties and it's, you know. Chairman Morin responded saying, first I can tell you that that was a very long and large discussion today of what we were going to do with our employees as you heard earlier we're going to start splitting 50/50. Okay that has to come to us Tuesday because we have to give our Department Heads a chance to come up with a plan. Mr. Siteman said he understood that. Chairman Morin went on saying, the situation you just told us about we were not aware. That's a whole different subject. Please have some patience. Give us some time. If it is a concern, your Department Head, you as the local, meet with him. You know what if you have to have six guys meet here, you have how many foremen for the different division? You can meet in your split up groups with the foreman he can give the foremen the day's work and do it that way. Whatever your department wants to do we want to make sure you guys stay safe and away from this virus as much as possible. So there are options out there. Just work it out within your department and we will have something for you further on Tuesday. Mr. Siteman said, okay on Tuesday. So in the meantime if somebody's spouse is being asked to take a test or what do you want with that employee in the meantime? Selectman Roy said I would think that would go through Mr. Forrence to the EOC and they would instruct you from there. Mr. Siteman said, fair enough. Thank you.

Chairman Morin then asked the School Board if they had any comments. Superintendent Russell said first of all I'd like to thank the Selectmen for having us here tonight. We do appreciate the cooperation and sense of working together. We have been trying to message the Town the best that we can, what's going on with the schools and we're going to continue that and to make sure that our employees and our parents know exactly what's going on with the remote learning and as far as the employees are concerned with their schedules in the future. One thing I do want to mention for the public's benefit is that we are doing lunch and breakfast. Right now we're doing it Monday through Friday from 10:30-12:00. If you are in need of those meals please come down to H.O. Smith during those hours and we'll be able to provide you with that. Other than that this is a very difficult time for us too. We're trying to get by the best we can. We appreciate the cooperation from the Town, cooperation from our staff and the cooperation from our parents. It's been outstanding. This Town has really stepped up. So I appreciate that.

Chairman Morin said, thank you Mr. Russell. I forgot you way down there.

Chairman Morin was ready to adjourn when Selectman Coutu said, I think we left something up in the air. We need to, I just can't believe that this is going to be blown over til Tuesday. It has to do with the comments made by Mike from the Highway Department or the Public Works Department. I think common sense prevails here. We're in an emergency situation. If someone is working in any department. School Department, Highway Department, Police Department, Fire Department, there has to be an avenue for an employee who has a spouse or an immediate family member.

Chairman Morin interjected saying, Selectman Coutu, I don't mean to interrupt you but because of the HIPA and several other things with personnel, we probably shouldn't discuss this in public. We should get the parties together and do this with the Board and our Emergency Preparedness Director. I understand their concerns and I very much appreciate them bringing it up to the level they did but I

don't think they we should discuss the particulars in public because of HIIPA and things of that nature. Selectman Coutu said, I'm not thinking about a particular, I'm speaking in general. If a person is going to be subjected to monitoring because they might be suspected of having the corona virus and they live with that person, I think common sense prevails. The employee should call his Department Head. The Chairman interjected saying, again, I know where you're going and you just hit it they should call their Department Head so there we get into a personnel issue that we probably should stop right there. Trust me. If you could see my face when he told me, this isn't over. But I think we should stop discussing it now.

8. ADJOURNMENT

Motion to adjourn at 5:18 p.m. by Selectman Martin seconded by Selectman Roy, carried 4-1. Coutu opposed.

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

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Marilyn E. McGrath, Selectman

Roger E. Coutu, Selectman

Normand G. Martin, Selectman

HUDSON, NH BOARD OF SELECTMEN

Minutes of the March 24, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin the meeting of March 24, 2020 at 7:01 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE

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

Staff/Others: Steve Malizia, Town Administrator; Rob Buxton, Fire Chief; Elvis Dhima, Town Engineer; Jess Forrence, DPW Director; Kathy Carpentier, Finance Director; Jim Paquette, Deputy Fire Chief; Diana LaMothe, School Board; Jill Laffin, Executive Assistant

After the Pledge of Allegiance, Chairman Morin explained to anyone watching from home that Selectman Coutu was joining the meeting remotely. He also listed some additional safety precautions being take this evening due to the Covid-19 outbreak.

4. RECOGNITIONS, NOMINATIONS & APPOINTMENTS -

Hudson resident Leo Fauvel has submitted an application to serve as an alternate on the Zoning Board of Appeals. The Board will invite Mr. Fauvel in to meet with the Board as a future meeting after the Covid-19 pandemic has passed.

5. CONSENT ITEMS

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

Motion by Selectman Roy, seconded by Selectman McGrath, to approve consent items A, C, E and F as noted or appropriate, carried by roll call vote 5-0.

A. Assessing Items

- 1) All Veterans Tax Credits: Map 161, Lot 009, 126 Barretts Hill Rd.
- 2) Disabled Exemption: Map 183, Lot 050- 5 Chatham St.
- 3) Veterans Tax Credits: Map 173, Lot 045, 34 Baker St.; Map 242, Lot 008, 2 Nathaniel Dr.; Map 173, Lot 038, 37 Baker St.
- 4) Solar Exemption: Map 160, Lot 071, 139 Barretts Hill Rd.

B. Water/Sewer Items - None

C. Licenses & Permits & Policies

- 1) Raffle Permit - Hudson Fish and Game Club

D. Donations - None

E. Acceptance of Minutes

1) Minutes of the March 18, 2020 Meeting

F. Calendar

4/7	7:00	Board of Selectmen Workshop	BOS Meeting Room
4/14	7:00	Board of Selectmen Meeting	BOS Meeting Room

**All other meetings canceled at this time*

6. OLD BUSINESS

A. Votes taken after Nonpublic Session on March 9, 2020

Selectman Roy made a motion, seconded by Selectman McGrath to seal the non-public minutes until resolution of a personnel matter. Carried 4-0.

Selectman Roy made a motion to adjourn at 8:41 p.m. seconded by Selectman Martin. Carried 5-0

7. NEW BUSINESS

A. Covid-19 Update

Chairman Morin welcomed Chief Buxton and asked him to give an update to the Board. Chief Buxton started his update off with deliverables from the March 18, 2020 Board of Selectmen meeting by saying, as of tonight you'll have a Continuity of Operation Plan for consideration. Second to that we've had a mail slot installed in the front door of Town Hall with a drop box behind it for mail and registrations. The EOC has moved to a virtual EOC using the Go To Meeting set up that you're using this evening. That is moving along quite well. Each morning we get together at 10:00 a.m. virtually and then we report out at either two or three in the afternoon after the work is completed for the day.

Organizationally regarding the organizational chart for the incident, we've stood up a Safety and Health Division. The sole purpose of that division is to address all employee safety and health items, public safety and health items. To date I'm happy to report they've put guidelines for travel, cleaning, Town Clerks operation they gave a hand with and mail guidelines. Sunday the CDC adjusted the mail guideline for the handling of mail. We have now put into place a procedure to collect the mail. It goes into quarantine for a 24 hour period and then is handled the next day by staff. So that procedure was rolled out.

Additionally the EOC has been working on Inspectional Services programs for how do we go about putting field inspections back in place and continuing the operation with the Town Clerks office to get motor vehicles registered. So a lot of work is in place, a lot of information coming down from the State. Some additional orders from the Governor regarding a multitude of items. Today they're getting ready to act on some building inspection and permitting activities. There was one other item regarding gatherings and the size of gatherings and limiting that in size to 10. If you remember correctly the State of New Hampshire had 50 as the number before. They've reduced it now to 10. As of today we have 46,000 cases in the United States. One thing I wanted to point out is that 23,000 of them are either in New York City or in the State of New York. We have over 101 cases in New Hampshire. At

this time we have one death of an individual from Covid-19 in the State who was located in Hillsborough County.

Regarding the Continuity of Operations Plan, this afternoon we gave you a copy of plans that the individual Department Heads have put together. The goal was to obviously take into account the health and wellbeing of the employees and how to develop a guideline for continuing services for the public. As I expressed on the 18th of March and expressed to the folks in the EOC, we're not dealing with a snow storm. We're dealing with an event that's going to be several weeks in length, if not several months in length. So, identifying an opportunity for departments to operate and continue to offer services was a focal point for this exercise. Each department's individual plan is included. I've provided you an executive summary that talks about limiting the number of staff within the work area. Adjusting the rotation so you have staff that work remotely or work on site and how that's going to work and go from there. The individual departments have been told to plan for an employee effect of 30% of their workforce potentially being out of work. That is what the Federal Government has been pushing down to us. Operationally, from a Fire Department perspective, just to give you some highlights, we'll be moving to a 10 member shift rotation which will delete the peak-time staffing. The reason for that is to basically reduce one shift change at 8:00 p.m. at night. So that one shift change at 8:00 a.m. and then the duty crew will be on until 8:00 a.m. the next morning trying to limit those exposures halfway through the shift. This will also provide us an opportunity to make sure we have staffing for the third ambulance on a 24 hour basis, so we go down that road.

Additionally staff in inspectional services will rotate to make sure we are providing at least an administrative person and two inspectors available for field inspection once we get the process in place and how those are going to be delivered by the end of this week. So we should be able to move forward with some additional services.

Chief Avery has offered you a suggestion this evening or he has issued you a plan that basically will look to limit services in his criminal investigations area, his support services area, his legal area and his records area. He's moving the bulk of his operation into emergency services where they can do some investigation through patrol and those activities and bolstering those numbers there. So he has a bunch of new recruits who obviously need some guidance in the field so he's moving that number that direction.

The Highway Department is looking to break their staff into two groups and rotate on a weekly basis. They'll continue forward with pump station maintenance, traffic lights, street sweeping, street repairs, spring cleanup and emergency response. That is normal activity for this time of year, trying to get as many services provided. They will not be moving forward with any non-emergent repairs.

Support Services wise, so all the other areas of Town. Administration, Land Use, Water, Sewer, Clerks Office, Assessing, they've also offered individual plans. The nuts and bolts of what they're looking to do is keep social distancing, put some of their staff into a que, rotate them onsite, rotate them off site and alternate so they can continue to be able to deliver services and not get into a situation where their entire division goes out sick. So that is the key to that area.

I'm certainly willing to answer as many questions as I can. I do have a copy of all of the plans, if you have something specific, but I believe that's what we were tasked with doing and that's our report out this evening.

The Chairman thanked Chief Buxton for his report and asked if anyone has any questions. To which Selectman McGrath said, I read over all of what was submitted and I don't have any issues at all with what's being proposed. The question that I have, I noticed like in the town offices they're working three days on, three days off, and whether or not those changes are going to effect the payroll of those employees. And that goes with the Police, Fire Department, Public Works, they've all tried to accommodate so that they have ample time off and ample time on but I just want to make sure that their pay isn't going to be affected. And, if it is, whether or not we'll be getting funds from FEMA to compensate for that. Chief Buxton replied saying, through action of the Board at the 18th meeting you've taken a stance that you were going to make employees whole through I think it was April 4th.

So with where we are in the incident today I would think that we may want to try to push that out through the end of the month. If that's amendable to the Board, but that's a decision the Board needs to make.

Chairman Morin asked if there were any other questions. He went on to say before the Chief leaves do you want to address that or do you want to wait to hear from the Finance Director first? Selectman McGrath said, I don't think so. I think we can make that decision without input. I don't think that any employee ought to lose wages provided we can get reimbursed or get some compensation from FEMA. As everybody knows I watch the news. I'm probably on OD about news now, but FEMA does have funding available to the municipalities for reimbursement to compensate. The Chairman added, I just want to clarify, that's the end of April you're talking about? Chief Buxton said yes, end of April.

Selectman McGrath added the President had his daily briefing this evening he indicated that they're hopeful that things will sort of get back to normal by Easter time. That's about 19 days. So I think by the end of April we'll be in a better place to know whether or not this is going to last longer or hopefully not. Selectman Roy said, I have some concerns about the revenue and if we have the money to cover that and cover all of our other expenses. Particularly if there's going to be a lag in reimbursement from either State or Federal funds. The Town Administrator explained, the Finance Director went over that the other day with me and it appears that we have enough to pay the School their payments and we have enough to do the payroll and pay for the basic bills through at least the end of this fiscal year. When she comes in you can specifically ask her but I believe it was in the ballpark, we have about 12 million dollars in the bank that we'll be able to make all those payments. Selectman Roy replied saying, okay so she expressed a concern about revenue but right now it's not. Town Administrator went on to say we also have 7 million sitting in the water fund that if we needed to we could borrow from one fund to the other fund. She has looked at the School payments because those are important. We pay those over. We've looked at the payroll. If you take it \$250 a week, that's two and a half million dollars probably til the end of the year. When I talked to her yesterday we went through those numbers and appears that we should have sufficient cash to the end of the fiscal year.

Chairman Morin called on Selectman Coutu who said, with all due respect everyone, could you possibly pull your microphones closer to you so I can hear you more clearly? A lot is breaking out at that distance. The Chairman explained to Selectman Coutu that he's not on the microphones, he's on the phone and that is leading to the poor sound quality.

Selectman McGrath made a motion, seconded by Selectman Martin to payroll coverage to all Town employees through the last pay period for the month of April. Roll Call Vote, carried 5-0.

B. Emergency Voting During Covid-19

The Town Administrator explained that Selectman Roy asked for this, I had our attorney put this together for us. It's been updated through today. So what does that mean? Things are changing at the State House so there's language in here referencing the Governors latest order. But this basically gives you the framework for electronic meetings and if we need to meet at any time, this will be the process. Selectman Roy said, I read this and I don't have any problem with the language. Chairman Morin asked Selectman Coutu if he had any questions. He did not.

Selectman Martin made a motion seconded by Selectman Roy to approve the Board of Selectmen Emergency Voting during Covid-19 Pandemic policy. Roll Call Vote, carried 5-0.

C. Town Credit Cards

Town Finance Director, Kathy Carpentier came before the Board. She explained that part of the action items from the Covid-19 Emergency Operation Center was three requests that come to you this evening. One is to talk about Town credit cards. Currently the Town only has two credit cards. One with the Police Chief and one with the Town Administrator. Past Boards didn't want to increase the number of cards. I think at this time it is prudent to get more cards, increase the limit. Especially in a time like this where the Emergency Operations Director doesn't have access to credit cards and if he

needs an emergency on an off day he wouldn't have it. So what I need to do is ask you to increase the credit limit from \$15,000 to \$70,000. I'm proposing to increase the Town Administrator and the Police Chief. The Town Administrator from \$7,500 to \$20,000. The Police Chief from \$7,500 to \$10,000. The Fire Chief, get a new card for \$10,000. The Community Media Director, the Cable gentleman, for \$5,000 and the Public Works for \$5,000. I've also included myself on there to be emergency cases only. I'm not one to purchase too many things but I'd be purchasing on behalf of other departments. I believe I mentioned this to one or two Selectmen at the EOC. If they were to propose this as an approval tonight, might want to revisit it later in the future. So I broke out the language if that is what the Board would like to do.

Chairman Morin asked if there were any questions. Selectman Roy asked, is there any graduated approval process? So for instance, could the Town Administrator make a purchase of \$20,000? Like a onetime purchase of \$20,000? The Finance Director responded saying, well technically today he can only spend, any department head, can only spend up to \$1,000. After that they need the Chairman of the Board and if it's more than \$10,000 they need a majority of the Board. The next thing I'm about to talk might change that. Just during state of emergencies. Like currently though he can only spend \$1,000. Any one of these would have to go through the same purchase order policy that we have in place outside the state of emergency.

Selectman Coutu asked, are these cards are they going to be issued permanently? To which Ms. Carpentier replied, yes they are being issued permanently but one Selectman said they might want to revisit this in six months. If I may, it was before this state of emergency it was my plan to come back to the Board and talk about procurements. We do have some ability to get rebates on some things. Just even our trash pickup. We could get a rebate that could come back to the Town just by putting it on a credit card. But I'm not here tonight to ask you that. But I do see a need in the future to have credit cards for more Department Heads in the future. Selectman Coutu replied, you see a need for more Department Heads to have a credit card? Ms. Carpentier said, the ones in front of you, versus the two. We only have the two that currently have a credit card. Selectman Coutu said, okay, you're just talking about the four additional? The Finance Director said, this list was vetted by myself and the Town Administrator. The Town Administrator said, so currently if the Fire Chief needs to make a purchase on a credit card he has to come basically to get the credit card that I use. Same with the Finance Director and the Public Works Director. Any of those folks. They send me a request, can I use the credit card? It would just be more streamlined with this. The Chairman went on to say, Selectman Coutu if we choose to, after this emergency is over, we can revisit this and lower them or change the cards whatever. This is at this point, due to the emergency. That way it gives them some flexibility to get the equipment and other things that they may need to deal with his problem. Selectman Coutu said, I'm not a big fan of issuing out a bunch of credit cards. I can understand the situation we're in and if we revisit it I will support the motion.

Selectman Martin said I'm prepared to make a motion to authorize the treasurer to request new Town credit cards for the Finance Director, the Fire Chief, the Community Media Director and the Public Works Director and to increase the credit limit for the Town from \$15,000 to \$70,000 as recommended by the Finance Director and to revisit the credit card policy and procedures in six months. Selectman McGrath seconded the motion. The Chairman asked if there was any further discussion. Selectman McGrath said we all know the people that are going to be getting the credit cards and I have the utmost confidence in all of them to use the cards appropriately and not exceed the limits that they can use the card for. I have no indication or hesitation to approve this motion. Selectman Roy agreed with Selectman McGrath and added these folks, we have to show them a level of trust here that they're going to do the right thing. I think knowing all of them, I don't have a problem with that. I also think that it will greatly increase efficiency. They don't have to wait if the Town Administrator has to leave for the afternoon, they won't have to wait to make a purchase so I'm in support of continuing on with the policy. I'll support the motion as it is. Selectman Coutu added, I would like to have the motion amended to say that we will revisit it so we have a date specific, the last meeting of September 2020. Selectman McGrath replied, that's part of the motion, it's six months from today's date. Selectman Coutu responded saying, I understand that but six months when you generalize when you're going to visit something typically based on experience it gets lost in the shuffle. I would prefer a date specific. It was decided the second meeting in September 2020. Selectman McGrath amended her second. A roll call vote was taken. Motion carried 5-0.

D. Revisions on Limits of Authority

The Finance Director started off explaining this is referring to the purchasing policy that we just spoke of. In times of crisis like the State of Emergency, if we were all to work from home, which may never come, but we were looking at a way to streamline the efficiencies. So I am recommending that just in the case of a state of emergency that I would be able to print all the purchase orders myself, sign off on it. The Board would still be able to see everything when the checks are paid. I do not purchase many items. It would be by request of the Department Heads mostly in the EOC group. I think that this is going to cut down a lot of paper processing that has to go. In a time of crisis I think that's the most efficient way to go. Selectman McGrath made a motion to change the Limits of Authority matrix (revision 2020-03) by adding a State of Emergency section authorizing the Finance Director or the Town Administrator to approve purchase up to \$10,000 and require the Chairman of the Board of Selectmen to sign for purchase over \$10,000. This was seconded for discussion by Selectman Roy. Selectman Coutu said, I know that Ms. Carpentier mentioned that this would be during a time of emergency. There was a statement made that we would get to see what they are anyway. When we're given the packet to sign off on it's typically 200-300 pages. If the purchase is \$9,000 you won't sign off on it so you won't get to see it and we'd have to go fishing through the pile to find out what an extraordinary expense that required the Town Administrator or the Finance Director to sign off on it. If it's extraordinary, I would like to have you or the Chair Person review that purchase, if it's over \$5,000. It doesn't limit the Finance Director or the Town Administrator from making the purchase, I don't know if that made sense what I said but. The Finance Director replied saying, I would assume that, I was more hoping to do all the day to day activities. Signing off on those types of PO's. I would think anything in the \$5,000-\$10,000 range would be something to do with the Emergency Operations Center so I'm quite sure that the Chiefs or the Public Works Director would have already told the Chair or the liaison to the Board member whose part of the Emergency Operation Center. It would be hey, we need, I can't even imagine what we'd need, but one hundred million thermometers or something and that would be a recommendation by the emergency operation group. So I think that the Board would know what those large purchases are. The Town Administrator added, we could also make a copy of them and send it around to everybody after we've done it and then you'd all see it. Selectman Coutu said, that wouldn't be necessary. I agree with the Finance Director. That makes a lot of sense to me. The only other question I would have is, is this just during the emergency? To which the Finance Director replied, I'm asking for when we're under a state of emergency.

Selectman Roy asked, how did you come up with the figure of \$10,000? What would you anticipate a purchase of \$10,000 would be? Ms. Carpentier responded, the standard stuff. What I was thinking was if we were all sent home. Town Admin, Police and Fire are still working. Their Admin people might not be there. Chief could send me a quote to buy tires for the truck or something and I would just sign off on that. I would create the PO and he would just give it to the vendor. Normally what would happen is he'd sign it, I'd sign it, Steve would sign it, and Chairman would sign it. If it were over ten then three of you would sign it. Just trying to cut out all that during the time of crisis just getting him his normal day to day goods and services. Selectman Roy said, okay. I just wanted to get to your rationale about where that came from. I support the motion. Ms. Carpentier said, I went to \$10,000. I know that's a lot but that is the threshold that I do believe the Town Code says a majority of the Board needs to at purchases over \$10,000. The Chairman reiterated to the group that there is a motion on the floor made by Selectman McGrath, seconded by Selectman Roy to change the Limits of Authority matrix (revision 2020-03) by adding a State of Emergency section authorizing the Finance Director or the Town Administrator to approve purchase up to \$10,000 and require the Chairman of the Board of Selectmen to sign for purchase over \$10,000. A roll call vote was taken. Motion carried 5-0.

E. Emergency Assistance Intake Form

Finance Director, Kathy Carpentier explained to the Board that this was created under the Covid-19 emergency situation. These times are trying right now. We haven't seen an uptick on Town's people looking for assistance at this point. I can only imagine we are going to see an uptick. We aren't having people come in and go through the whole application process. It's a 14 page application. We really do a good due diligence on the normal day to day. If we were to have a large influx of people requesting

help, we were trying to make it be a little more lax at this point. With the Governors orders where people cannot be evicted or foreclosed on. Utilities can't be shut off. We really aren't in an urgent need to get those people processed. If we had 20-30 people show up one day we could just get them their immediate needs based on this one page application and still go back and help them and try to get them straight on the road to put them back into financial security down the road. But this is something we'd like to put on the website so that somebody can view a fillable form. It's a quick and easy form saying what they need help for. If they're just looking for food or supplies we could give them monetary assistance in the short term. The Town Administrator asked if this was still going through Kathy Wilson. Ms. Carpentier replied, it's going through Kathy Wilson. We also have a backup person that we're training at this point. But that person is not trained at this point. So it is Kathy Wilson. There are two other people who are new to the Town but they're also cross-trained. I myself and you yourself can also help. So there's a pool of people that could be doing this if a big swell of applicants come in. But this form was previously in the policies and procedures. But we're just trying to use this as a snapshot to help out in the short term under crisis. The Town Administrator added, during the State of Emergency. That is important to state.

Selectman McGrath asked, looking at the intake form would you require any kind of proof of residency? Whether it's a license or an electric bill? Ms. Carpentier replied, yes, and I would say most times they would have it but if they didn't and they were looking for food, maybe we'd give them a little food until they can find a document that proves residency. Selectman McGrath said, I'm not trying to limit people either, except that sometimes in times of crisis people from Massachusetts may come in. Ms. Carpentier replied saying we'd be looking for licenses or utility bills. At this point they could take pictures, send a copy of their license or utility bill to prove residency. Because sometimes licenses do say Mass but they're living here in Hudson.

Selectman Coutu made a motion, seconded by Selectman Roy to authorize the use of the emergency assistance intake form for short term financial assistance during a State of Emergency. A roll call vote was taken. Carried 5-0.

F. Town Wide Paving Contract

Chairman Morin recognized DPW Director, Jess Forrence. Mr. Forrence explained that it's that time of year again where Town-wide paving hopefully will take place in the next couple of months if everything starts going in the right direction. What I'd like to do is get it talked about, if needed and see if we would like to extend the Brox paving contract. The letter sent to the Board shows that it is still a substantial savings to the Town by extending it. There is a slight increase but I still think it's well within justification. The Chairman asked if there were questions. Selectman Coutu asked, Mr. Forrence, in your budget did you anticipate an increase and did you budget accordingly? Mr. Forrence replied, we carry the same number each year. So we get as much out of that as we possibly can depending on what the cost is. We know what the number is when we start out figuring roads. So we know what we can get done for that dollar value. Seeing no further questions Selectman Roy made a motion, seconded by Selectman McGrath to waive the bid process and accept the offer from Brox Industries to extend the Town wide paving contract for FY21. A roll call vote was taken. Carried 5-0.

The Public Works Director asked for clarification from the Board. Public Works would like to start this separation as early as tomorrow morning. So if I get the okay with that then I can make the phone calls tonight and keep the people that are on next week, home. The Chairman replied, that was the plan, it starts tomorrow morning.

G. Financial Audit Services

Chairman Morin recognized Town Finance Director, Kathy Carpentier. These next two items I did way back before this State of Emergency started. So it's kind of a little bit backwards on the second one, the credit card policy. Every three years I come before you to ask for you to sign off on the auditors. We've been using Plodzick & Sanderson I want to say, well over 30 years. I couldn't even trace it back how long. We did go out to bid once before and they were the lowest bidder. It is my recommendation to continue using them. They change out their partners and the managers. Meaning the people coming to audit us are different every single year. So whoever is running our show is definitely looking at different areas, getting to know the Town. So it's not like a mom and pop organization where there's only two people and they're looking at the same thing year after year after year. We've had a good relationship with them. They've maintained the same pricing for the last six years now. So my wish is that you'd waive the competitive bidding process and award the audit engagement to Plodzick & Sanderson for the next three years. Fiscal 20, 21 & 22.

Selectman Coutu made a motion, seconded by Selectman McGrath to waive the competitive bidding requirements as outlined in Town Code 98-1 (C) and to award the contract to Plodzick & Sanderson for financial audit services for fiscal years ending June 30, 2020, 2021, 2022 as outlined in the memo dated March 3, 2020 from Plodzick & Sanderson as recommended by the Finance Director and the Town Administrator.

Selectman Martin asked the Finance Director, did I hear you say correctly that they send different auditors every year so you're not seeing the same person every year? The Finance Director responded saying, right. We might have one of the same leads, the manager, but there's managers, there's partners and then there's younger staff. They do rotate out all the time. So different ones are diving into water and sewer this year, might do something else next year. So you have different eyes looking at different parts of the businesses. Selectman Martin then said, my concern is that we don't have the same set of four people coming in and looking at the books because I've seen things happen in life that shouldn't have happened. The Town Administrator explained, in a smaller firm, a mom and pop type firm you might see that. But with this I don't even know half of them that come in every year. Mr. Plodzick retired. I never met Mr. Sanderson. So they're constantly turning over their folks. And again, they have a base of our policies so that part they're much more efficient on. They don't have to dig for every policy. But there's always new partners and new people coming in. I've been doing this for 23 years so I've seen different people. Upon no further questions a roll call vote was taken. Motion Carried 5-0.

H. Credit Card Usage Policy and Credit Card Procedure

The Finance Director explained that she wrote this in the beginning of March. So what you just previously did would change the policy and procedure. But part of the audit that we went through last summer I was asked if I had a credit card policy and we did not. We had nothing written so I created this policy and procedure. I borrowed the template from the SAU and didn't make a lot of changes. But it is good concrete having people sign. Where we only had two credit card holders we didn't have a policy and procedure. But that is a weakness. So it was a finding by the auditors. I was trying to correct that finding. If you choose to approve this now it would need to be amended based on what you just did earlier. I guess my recommendation is if we could approve it as it is now and I will come back again and update it with all the new card holders.

Selectman Martin stated on your credit card policy, page two. To which Ms. Carpentier replied, yes. It was pointed out to me that by borrowing somebody else's policy I didn't take out the word School District. So on page two instead of saying "reimbursing the School District" it would say reimbursing the Town. Selectman Roy asked if the Finance Director knew of or could investigate any training for those card holders so they would know what their parameters are when they get issued a card. Ms. Carpentier said, sure I can research that. I guess I'd like to know what you're refereeing to as parameters. Selectman Roy replied, so that they know how much they can charge, what they can charge for instance. Basically what this policy says. That they're not using it for personal use and they understand what the ramifications are if they do that. Something where they're told what the rules are and they indicate that they understand those rules. Ms. Carpentier responded saying, what's nice about this is there's two actual policies in front of you FIN-004 which is the credit card policy and FIN-005

which is the credit card procedure. Part of that procedure they will be signing saying that they read this. The cardholders' agreement is on page four, close to the back, saying they understand the parameters. The Department Heads are well aware of our purchasing policy. They know in normal times they can only do up to \$1,000 on a purchase order. That also applies to a purchase order. But I will definitely make sure that they're aware and I've documented that they're aware of the procedure. Selectman Roy said, okay, that's all I have.

Chairman Morin confirmed that Selectman Coutu heard the question and answer. Selectman Coutu said he had one question on page three of the policy. Card holder separation. It says here upon termination of employment from the Town, the Card Holder shall surrender the credit card to the Finance Director. Upon receipt of the card the card will be deactivated. Etc. etc. Can we not deactivate it upon the termination of employment without having to wait for the card to come in? In case they don't come in for a week? Ms. Carpentier replied saying yes, as soon as I'm informed I'd reach out. I think it's a good control to get the card back in my hand or the Town Administrators so we're the ones shredding it. But I do respect that the minute I know of somebody terminated I think I'd be on the phone canceling that credit card. Would you like me to change the wording there? Selectman Coutu said, it would be preferable for me so that it's clear what we're doing. The Finance Director then said, so something like, upon notification of termination the card will be deactivated? To which Selectman Coutu replied, correct. Upon seeing no further questions Selectman McGrath made a motion, seconded by Selectman Roy, to adopt the Credit Card Usage Policy (FIN-004) and adopt the Credit Card Procedure (FIN-005) as amended and recommended by the Finance Director. A roll call vote was taken. Carried 5-0.

The Finance Director thanked the Board for their support this evening. Chairman Morin thanked her for all of her support during the current State of Emergency.

I. Proposal for Legal Services 2020-2021

The Chairman recognized the Town Administrator who said, you have in front of you a proposal to continue with David Lefevre who is working for Tarbell & Brodich, for an additional year starting July 1, 2020 going through June 30, 2021, at the same hourly rate. I recommend that we take this deal. I think Attorney Lefevre has done an excellent job for us. He's already been working for us for 5 years. This would be his 6th year at the same rate. So it's my recommendation that we do a one year contract with Atty. Lefevre. Selectman Roy made a motion, seconded by Selectman McGrath, to enter into a contract for legal services with the law firm of Tarbell & Brodich, PA for the period of July 1, 2020 through June 30, 2021 for the terms as specified in the Proposal for Legal Services 2020-2021 letter as prepared by Attorney David Lefevre. A roll call vote was taken. Carried 5-0.

J. Liberty Field Update

Chairman Morin recognized Town Engineer, Elvis Dhima. Mr. Dhima started by saying, as you recall the Board of Selectmen had requested Mr. Yates to go out for engineering services for the field. We did do exactly that on February 14th. February 26th we had a mandatory _____ meeting at the site. We put an engineering estimate on this service for \$20,000. We got two bids. As you can see on the attachment there, \$18,900 and \$18,500, very close. We set up an interview committee consisting of myself, the Town Administrator, and Director of Public Works. Originally we had Mr. Yates on it but he was on vacation at that time. Overall everything went very well. But we felt that SFC Engineering, out of Windham, NH did a better job than the other one by a little bit. We felt that they had prepared quite a bit what they thought the solutions were. We felt as a group that that was the way to go and that's what's being recommended to you tonight. This engineering firm worked for the Town of Hudson in the past. They were involved with the Senior Center at Kimball Hill and the most recent one has been the utility design project they did for utilities at Benson to get the water and the sewer for Friends of Benson and the bathroom. They have done work for the Town in the past. With that said, I'll take any questions that you might have. Mr. Dhima added this will be coming out of Planning Board account. Similar to the one that was being done for the assessment. The recreation account that has about

\$35,969 dollars. This money will come from that. Those are contributions paid by developers into that fund. To which Selectman McGrath added, so it's not going to be tax payer funded.

Selectman Coutu said, Mr. Dhima, I don't disagree with the recommendation but I have a question relative to Wilcox & Barton. Based on the literature provided to us upstairs in our office, there was a statement made by SFC Engineering that Wilcox & Barton had already done a study. I was wondering what were their recommendations. If they had any, and why we didn't follow their recommendations. Mr. Dhima explained, their recommendations, the assessment, consisted of two things. The findings which the Board of Selectmen were presented with as far as the water table goes other things that were basically causing the drainage. Also their recommendation which wasn't a real design was basically lifting the field about a foot. What we're looking for is basically addressing the situation out there without having to go all the way down to lifting the whole field. What we tried to get into right now is finding exactly the design that is going to address the situation. Selectman Coutu asked, how much did we pay Wilcox & Barton for the initial study? Mr. Dhima replied, \$6,000. Selectman Coutu then said, so we threw away \$6,000 then. Mr. Dhima said, no, we found exactly what was happening with the field, where the issues were and how we're going to address it. What the assessment covered was the findings, what was causing it and basically a recommendation of which you could go. But not a design. What we're doing right now is the actual design to basically get this field operational throughout the year. Selectman Coutu then asked, so there's going to be a fix recommended at a considerable cost? Mr. Dhima said, at an exact cost of what the design will call for, yes. Selectman Coutu said, I didn't say exact, I said considerable. To which The Town Administrator replied, presumably. Mr. Dhima added, we want to get to the bottom of this. The intent right now is identify and now design so we can get this field to basically be used throughout the year. Selectman Coutu asked, how much did we pay to build the field, Mr. Dhima? Mr. Dhima responded about \$300,000. Selectman Coutu then said, so we have \$300,000 plus an additional, what did you say we paid, \$6,000 for the study? And now we're putting out another \$18,900 so we're up to say \$345,000 and we still have to fix it for what could conceivably be a considerable amount of money. Where would you anticipate we would get the funds to fix it? Mr. Dhima responded saying, it was identified at the last meeting that there was some funds available regarding recreation that the Town Administrator presented. It will obviously need a Town vote. But there is some funds available that could maybe be redirected for that on a non-taxpayer base. Selectman Coutu then said, we'll see what that number is. I'm interested in seeing what SFC comes in with. Alright, thank you very much. You answered all of my questions. I didn't mean to imply that you were throwing money away. I want to make it clear to the people who are listening that you and the Recreation Director, and I know I had been out there several times. It was based on the design that we thought was going to fit and it was going to work. We expanded the parking area while the crew was there because it would be a lot cheaper doing it that way than having them come back. If you remember that conversation we had with the contractor. It's a beautiful piece of property. Resolving this problem would provide us with the additional recreation field. It may not be the answer to all the problems with fields but it will certainly be very, very helpful to the youth and adults who want to use it in our community if we can get this thing fixed once and for all. So I did not mean to imply by my questions that I was finding fault with you. I just wanted the voters to know, we have an investment, and they don't give fields away. They have to be cleared, they have to be seeded, and they have to be fenced in. There are costs associated with that. Our situation here is unique in that we have a water problem. We pretty much ascertained what that problem is. And now you're recommending that we get an engineered design to fix the problem once and for all so we can get the field up and running. Mr. Dhima replied, correct. Selectman Coutu then thanked Mr. Dhima for his help with this.

Selectman McGrath made a motion, seconded by Selectman Martin, to approve the contract for engineering design services for the Liberty Field to SFC Engineering, for the amount of, not to exceed, \$18,900 using account #: 2050-182. A roll call vote was taken. Carried 5-0.

K. Spring Cleaning of Central Street Cemetery

The Chairman explained to the Board, as you all know the voters approved the Town taking over the cemetery, but we don't take it over until July when the year starts. Just looking for permission to let Public Works go in there and clean the cemetery up. It went all last fall without a cleaning. All the leaves and debris is still in there. Selectman McGrath said, I would agree that Public Works should now that we have ownership or control of it. I think it's a shame when cemeteries are let go. People have family members or loved ones buried in those cemeteries. If they go to visit the graves or to honor their deceased, that makes it much more heartbreaking for them. The consensus of the Board was to direct the Public Works Department to start a cleanup of Central Street Cemetery.

L. Vetting Volunteers Prior to Appointments

The Chairman recognized Selectman Coutu who asked that this be put on the agenda. Selectman Coutu started by saying I would like to have the Town Administrator or someone in the staff, when someone applies for a position through the Board of Selectmen to sit on a committee for an assignment that we properly vet the application prior to it coming to us for consideration so that we don't run into a problem at the last minute and have to postpone it and make it look like we're conducting a major investigation on somebody who's applying to volunteer. There are a lot of things that could be done to vet an application. With what's online today and what's available we can probably have these properly vetted before they come to us. If nothing of any significance shows up in the vetting then we can act on it. If there is a problem the Town Administrator can advise us in non-public that there's a problem with the application. Selectman Roy then asked, I guess what specifically would you expect them to do? To which Selectman Coutu said vet the application. It's self-explanatory. Selectman Roy said but how? Do you want them to run background checks? Selectman Coutu responded saying, I just said how. There's a lot of tools available on the web today to do vetting. Phone calls can be made however you would want to vet an application. It's an application. Chairman Morin asked if there were any other questions. Seeing none, he asked Selectman Coutu if he'd like to make a motion for that. Selectman Coutu made a motion that the Town Administrator vet all volunteer applications prior to their being presented to the Board of Selectmen. Motion did not receive a second.

M. Nomination and Appointment - Board of Selectmen Chairman and Vice Chairman

Chairman Morin recognized the Town Administrator who said, so this is typically the meeting where the Board nominates and/or appoints the Chairman and Vice Chairman. He then said, if I may, I might make a recommendation, since we're in a State of Emergency. I think from a continuity perspective until we're through this State of Emergency I think my recommendation would be to defer this to a future date or bring it up at the next meeting. I think that given the continuity and what we're going through, I think it's prudent to keep the structure in place that we've got right now. That's my recommendation. You're certainly free to do something else. Selectman McGrath said, I'm prepared to make a motion to nominate Chairman Morin to continue as the Chairman of this Board. Selectman Martin said, I'm prepared to make a motion to close those nominations and appoint Selectman Morin as Chairman to the Board of Selectmen. Selectman Coutu then said, you can't close nominations. Anybody has a right to nominate anybody at any time but I do support it, but you can't close nominations. Anybody has a right to nominate whomever they wish. Selectman Martin said, I realize that. Selectman Roy seconded the motion. Chairman Morin said, thank you. I appreciate it. I will do my best. A roll call vote was taken. Carried 5-0.

Chairman Morin addressed the Board saying, this is probably one of the toughest times the Town has gone through. But it's not all one person, I'll tell you. The support and everything you've all done, is very much appreciated. We've gone a lot of work ahead of us. This is probably just the beginning what we're doing and I appreciate everything you all do. Thank you very much for your advice and time. Myself and Selectman Roy are on the phone a lot. I've been talking to you people three and four times a day. I appreciate it. Mr. Malizia, again, your information you provide, if we didn't have it we'd be lost. We appreciate it very much. Selectman Roy added, I don't say this lightly but I could not think of a better person to lead us through this time in the Town's history and I thank you for that. To which the

Chairman replied, thank you. I appreciate it. Selectman McGrath added, I agree with that. I've expressed that, at least on a couple of occasions.

The Town Administrator asked, does the Board wish to deliberate or nominate anyone for Vice-Chairman? Selectman Martin said, I nominate Selectman Roy for Vice-Chair. Selectman Coutu then said, I will nominate Selectman McGrath as Vice-Chair. Chairman Morin asked if there was further comment to which Selectman McGrath said, under different circumstances I would be pleased to serve as the Vice-Chairman of this Board. However under the circumstances that we're in, the extreme conditions that we have. The safety and all of that that both Chairman Morin and Vice-Chairman Roy have done an exemplary job and given that my health can be precarious, I think its best that I not accept. I'm happy to support and second the motion for Selectman Roy. Selectman Coutu didn't hear what Selectman McGrath said, so the Chairman repeated what was said by Selectman McGrath. Selectman McGrath went on to say I appreciate the nomination, but given the circumstances I think it's best that I not accept. Selectman Coutu said, I accept that. Motion made by Selectman Martin, seconded by Selectman McGrath to nominate and appoint Selectman Roy as Vice-Chair of the Board of Selectmen. A roll call vote was taken. Carried 4-1 with Selectman Coutu in opposition.

N. Board of Selectmen Weekly Meetings

Chairman Morin informed the Board that this item was added to the agenda due to the State of Emergency the Town is currently in. Does this Board want to move its meetings up to weekly so we can deal with any issues coming up that we may have to address? Selectman McGrath replied, I would be agreeable to that. The rest of the Board agreed that this was a good idea. Selectman Roy said, I think it's prudent at this point. We can always adjust if it's necessary. The Chairman said, the consensus would be five in favor to meet weekly.

Chairman Morin asked, do we want to do meetings as we are doing right now or do we want to go totally virtual? Selectman Martin said, I don't particularly care to go total virtual with the Board of Selectmen. I don't mind coming to a meeting. I think it will do a big disservice and give everybody a headache on how to get everybody to call in and ask questions if they have questions. Whereas we put off public input I wouldn't want to go to all virtual meetings. If you can't make it we can set people up as we have here tonight. Selectman Roy added I think we're all prudent enough to make our own decision as to how we want to attend the meeting, whether it's virtual or physical. Selectman McGrath agreed with that. The Town Administrator added, as long as we have notice if this changes so we can set you up. The concern would only be if we were all directed report in. Then we would deal with that totally electronic. But there's no issue with us setting up a meeting. Some members can attend electronically, other members can attend in person. We'll make that work. Consensus of the Board was to continue as is. Selectman Coutu added in that this is new for the Board here in Hudson but it is going well.

8. REMARKS FROM THE SCHOOL BOARD -

School Board Representative, Diana LaMothe addressed the Board. She began with a comment for the public viewers. We all know that the School District and the Town are working together. Superintendent Russell provided an update on the Schools response to Covid-19 at the last Board of Selectmen meeting. I want to emphasize that as always, but especially now, the best way to obtain information about the Schools is to contact the Superintendent's Office or visit our website SAU81.org

Just a quick update on the recount, Warrant Article 1 on the School ballot. As you know the article failed by six votes. Essentially additional votes were noted in the recount, mainly because people circled the bubble instead of coloring it in. So the machines didn't pick those votes up.

I just want to conclude by saying thank you to everyone who's working on the frontline, everyone working behind the scene. I hope you all feel appreciated. I wish everyone good health and positivity at this challenging time.

9. REMARKS BY THE TOWN ADMINISTRATOR

Mr. Malizia said I'd like to thank Chief Buxton for his efforts. He has put in a yeoman's effort and certainly has done very, very incredible work with all the stressors that are there. Also, thank the Department Heads, the Board of Selectmen, Town employees and the citizens of our Town for trying to work together so that we all stay healthy.

10. OTHER BUSINESS/REMARKS BY SELECTMEN

Selectman Coutu - Primarily I have just one and it's all encompassing. I was very pleased that you were reappointed sir as our chairman. We are in unprecedented times. You have headed the Emergency Management Team. I want to thank the Police Chief, the Fire Chief, all our Department Heads as well as obviously the Town Administrator, and our School System. You have worked as a team and have made Hudson look good which makes us in turn look good as administrators of the business affairs of our municipality. The School Department has been on board since day one and we truly appreciate that. I would hope that we would have it no other way. Again, an outstanding job, I want to make it very clear to people watching this evening, that my wife and I do not have Covid-19. I am here as a personal choice because my children would be all over me if they found that I left the house. So we're in a self-imposed hiatus for a minimum of two weeks. We barely left the house. Went to the mailbox, went to the market once and got hell for it. I have a grocery list waiting for them and I'll make sure it's taken care of that way. I want the citizens of our Town to know that between all of our personnel in Town. Those that are working physically in our buildings as well as those that are working virtually from their homes that business is not quite as usual. We're holding our own. We're doing exceptionally well. There have been no cases in the Town related to Covid. We hope it stays that way. We have plenty of supplies. There has been an appeal made today, from the Fire Department, if anybody has any masks or any PPE items we could use, they can drop them off at the fire stations. Anything anyone can do I appreciate, I'm sure the entire Board appreciates, as does the Town. The response has been in kind. People are helping neighbors. People are volunteering to do shopping for people. It's amazing what is going on in our Town today. I'm very proud to say I'm a resident of Hudson and even more proud to say the citizens of Hudson make us look good on the Board of Selectmen. I'm glad I'm on it this time. Thank you Mr. Chairman and thank you for all you've done for our community.

Selectman Martin - Thank you Mr. Chairman. At this time I don't have any comments except for all the good work that our staff, Chief and everybody included. And I'm hoping to see the sidewalks get plowed soon. Thank you that's all I have.

Selectman McGrath - I don't really have anything to say, other than Diana LaMothe just mentioned in her comments, about the ballots and how they were marked up inappropriately. I didn't look at any of the School ballots but I was looking at the Town ballots separating them out and putting them in piles. I think that that's something that next year, if we mail out the ballots again, there should be something in that package that shows what is a proper voting method. There were a number of ballots that they marked off yes and then put an X through it and then selected no. Some people just put a line through, they didn't color in the bubbles. Some people made errors on their ballots and came over to myself or Patti Barry or Paul Inderbitzen and said they made a mistake and they were given a new ballot to mark up. The incorrect ballot was voided. So I think that would be a service to the voters because people think they're doing the right thing but it ends up that their vote isn't counted unless there is a hand recount and that means that every ballot is looked at by a person, not by a machine think that's something we should work on at the end of the year.

Selectman Roy - I think I just want to echo what a bunch of people already said. I need to thank the Department Heads, the School Department, the employees, Chairman Morin, particularly Chief Buxton

and the citizens for their patience and flexibility. This has been a trying time with ever changing messages that we try to adjust to and we try to make the best decisions. As I've continually been saying, to help strike a balance between keeping employees and citizens safe and providing them the services that we're obligated to provide them. I would ask that you continue with that kind of patience and flexibility as we go through this.

I would also say that if you're going to get information please get it from reliable sources. The CDC website, the World Health Organization the Town website, the School website. Now is not the time to take what you read on Facebook or social media as gospel. That's all I have. Other than call your neighbor, reach out to people that you think might be alone at this time and just say hi.

Chairman Morin - Today I received a message directed at myself and Selectman Coutu about how we're dealing with kids with this and having explanations. When I read it and then called the person who sent it to me, I couldn't see two old guys sitting down talking to the kids trying to explain this. So I called the Library Director, Linda, and they're going to put a program together and they're going to film it for HCTV talking about it with the kids, what the kids should do and what they should know about it. So that will be coming in a couple days. That's a group we missed. I was out walking the other day and it's a lot of driveway art. It's all the kids and they have a whole different perspective of this. That's one of the great things. So that's being worked on.

I don't want to say anymore, because you all said it so well. The Town's amazing. All our Department Heads came together as a team. The School has come together as a team and it has made this situation so much easier. The businesses, the residents out there, everybody is pitching in to make this as easy as it can. I think we still have a way to go before we're over this but if we continue doing what we're doing we'll get through it together and come out better on the other end. I appreciate everything you've all done. This is definitely a team and I think we work very well together. It's been proven over the last year and where we're at now. If it wasn't a team we wouldn't be where we're at. And when I say team, it is the whole town.

11. ADJOURNMENT

Motion to adjourn at 8:41 p.m. by Selectman Roy seconded by Selectman Martin, a roll call vote was taken. Carried 5-0.

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

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Marilyn E. McGrath, Selectman

Roger E. Coutu, Selectman

Normand G. Martin, Selectman

HUDSON, NH BOARD OF SELECTMEN

Minutes of the March 31, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of March 31, 2020 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE led by Jill Laffin
3. ATTENDANCE
Board of Selectmen: David Morin, Kara Roy, Marilyn McGrath, Normand Martin
Participated Remotely: Roger Coutu
Staff/Others: Steve Malizia, Town Administrator; Rob Buxton, Fire Chief; Jill Laffin, Executive Assistant
4. NEW BUSINESS
Covid-19 State of Emergency Update - Chief Buxton

Chief Buxton started his update by informing the Board the briefing they've been handed contains a host of information regarding where we're at. It's hard to believe that we've only been dealing with this since the 31st of December. Here we are at the 31st of March and cases have grown pretty quickly to new heights. Our first case in the United States was on January 22nd at one. Here we are at the 31st of March with 164,000 cases in the United States with 3,100 deaths. Just from a historical perspective, I want to make a notation that that now exceeds the 9/11 death toll. That was a piece of history that came out today.

Testing and generalities we gave you some pieces regarding Massachusetts, where they're projecting their surge is going to hit between the 7th and the 17th. So they have some prediction centers that are working right now and they're looking at the growth numbers. Mass General has created an online health program so you can basically "tele-medic" back and forth regarding health programs which has been a good increase for them. New Hampshire currently has 314 cases with 3 deaths, with 45 hospitalized. 99 in Hillsborough County. Yesterday night after the Governors press conference they released a map on the DHHS website that shows population by community. It puts us in a chart that shows we have one to four case locally in Town. Certainly for HIPPA protection they don't tell you where those cases are, what the addresses. One of the things that I reviewed last night on the map was, Nashua is 20+. Windham-Salem area is 10-19 cases and Litchfield is actually about 10 cases. So we're kind of in this little pocket where it's fairly quiet, but it's getting tight quickly.

State of New Hampshire has established two surge hospitals. Or surge areas as they're calling them. One at Nashua High School South for overflow when the hospitals reach

capacity and one at the SNHU arena in Manchester. Those are important from the logistical standpoint to get established early so when the hospitals reach their capacity they have a place to move folks. I can tell you that this afternoon they put us on notice that they split the ER in Southern New Hampshire (hospital) down the middle so you have 19 beds on one side and 19 on the other. They've taken over two floors to create more ICU space. They're in the process of training staff on ventilators and those types of things that have been short to come by.

We continue to work logistically to secure protective clothing for first responders. Those are still a challenge. You were talking about the testing earlier. Out of Scarborough Maine they've created a 15 minute rapid test that they're actually starting to field test in Detroit. I'm assuming that it's very similar to the strep process where you do the rapid strep test and then you get the full test after. So they're actually out in Detroit field testing that now. I assume if that passes field test then that will be available in this area as we get closer towards peak.

The goals from our 24th meeting were basically to ensure employee health and safety and to continue to provide services to the community. I've given you a list of accomplishments that the EOC staff has put into place. The Continuity of Operation Plan is up and running. You have remote staff working in various divisions across Town. Public messaging has been up. We have HCTV, the Town's website and social media platforms are blasting out up to date information every day. That is pretty much a full time job. Steve has been gracious enough to give us a hand doing the television shows and the PSA stuff at HCTV on the landfill and the sewer system this week, or yesterday. That's been a great help. Plan is in place for the Town Clerks Office for receiving registrations and pushing registrations out. Along with a guideline for construction inspections. They started inspecting again on Monday this week. New inspections are going out in person and doing the inspections with the area vacant and open to open air. Renovation inspections are taking place by video or pictures. That is currently going that way. That's for all field inspections, it's not just construction activities. That's on Elvis's side of the house on Land Use/Engineering also.

Self-Monitoring guidelines have been set up. We have some folks that have either been prior to the start or just at the beginning of this you had folks that were away on vacation. So we've established self-monitoring guidelines where they go through a process for 14 days. That they are checking their temperature, answering the questionnaire twice a day. We've kind of pushed that out to some staff that was away on vacation. We are awaiting thermometers and then that will go into place at all the public safety agencies as employees check in for their shift to ensure safety and health for your fellow employee.

We continue to incorporate new communication protocols that are being pushed down by the State. One of the concerns that we highlighted early on was the ability to flag if a first responder was going to a potential covid-19 incident so we didn't have staff walking in blindly and becoming exposed. Those programs started coming down this week and we've incorporated those into the plan already.

We continue to work with Nashua Regional Public Health regarding the surge planning. This is not a smooth process because we don't do this much. I think this is probably the first time you've had this much surge capacity set up in the state ever. So you have a lot of balls in the air between the National Guard setting up surge areas and how they're

being staffed and maintained and getting the protective clothing to be able staff the surge center has been a huge issue for public health, so they continue to work through that process.

We started tracking activity for all of the departments in regards to reimbursement. We need to put a big report together at the end and submit it to the federal government so we can receive our 75% back. Part of that happened at the beginning of this. We started tracking everybody's activities from our daily brief outs to basically the report outs at the end of the day to any activities they're doing in between.

Two concerns I highlight for you this evening as we have two of our own first responders in quarantine. They'll be in quarantine until April 11th. There's no chance of them getting out. They were exposed to a positive patient on an emergency call. The other piece is we're starting to see the positive cases grow around us and again we're 1-4 cases in Town. So no doom and gloom quite yet but it is growing and the escalation is starting. The last report that I saw was they're expecting peak right after April 19th. Which ought to be kind of cueing a couple of things when you think about the stay at home order was put in place through May 4th. April 19th is towards the end of April so kind of forecasting depending on when the peak hits, what's the impact on that and where we're going to be going.

I gave you a financial review. Kathy has been tasked with the branch regarding finance for the EOC. Every PO is getting filtered through her in a systematic way so as we sign PO's to get purchasing done it goes to Kathy. To date we've spent approximately \$10,476 on this incident. Anything from N95 masks to gowns to eyewear to EMS stock as we're trying improve our cache of protective clothing because it is becoming very, very difficult to secure. The national stock that they're trying to make available to us has not really started showing up in the state yet. As that has been coming in drips and drabs the bulk of that has actually been going to the surge centers. We had some concern regarding that so we tried incur some costs up front to get some backlog in place. We're in pretty good shape today and we continue to see a good push from the public to give us a hand. You have construction companies dropping off N95 masks that they've had. Floor finishing companies dropping off N95 masks that they had on the shelf, never used because they didn't need them yet. We had Bob Clegg donate several gallons of hand sanitizer. We have another company in Town that secured approximately 50 gallons of hand sanitizer. We had enough cache that we actually started inventorying that and set up a logistical program so if a department has a need they send it in, we process it, and get it delivered out because there's just that much activity starting to take place. Hand sanitizer is every day in every office that we're dealing with.

Goals for the next week: continue to work on employee safety and health. Protective clothing. Improve our practices. Before we got on TV we were talking about the incident that the two first responders had. They were actually giving a hand with a routine fall, call. It wasn't until they were several minutes into the call that they became aware of a potential exposure the patient had had. Then a couple days later a relative called in and said, they're at the hospital. They received a positive test. That's when we end up automatically going into quarantine. The two members that are quarantined did a great job. Once they started receiving information, they called out to anybody else that was coming in, they got their protective equipment on, gave the guys a chance to get their

protective equipment on. We still had an exposure up front which disqualified them from work and put them automatically into quarantine for 14 days. They're both asymptomatic. I've talked to them both a couple of different times. They're both asymptomatic. They're doing their self-monitoring piece right now. They will not be tested for covid-19 unless they start showing symptoms. That is State protocol right now. One of the concerns they had was they had a couple of folks that were asymptomatic that got tested, showed negative, then 2-3 days later they came down positive. So the State has drawn a line in the sand and said they're not testing even a first responder unless they're symptomatic.

Continue to work through some different guidelines regarding how we share information. We're on our little islands. We pass information around when we're at Town Hall in the same workspace, so getting information for an inspection may not seem like a big deal to the Building Department but getting it over to the Assessing Department so they can continue to do their work is very important. Those processes are being developed and pushed out. We continue to plan economic development stuff and push that over to Brian in Planning because there are some new guidelines in regards to business tax and things that are going to impact our business community that we would expect him to get pushed out to his folks.

Establish and update practices for services we currently deliver. What does that mean? I've expressed to Chairman Morin, I've expressed to the Administrator, I think at some point here we're going to get to a point where we need to open the doors to Town Hall. But we're not coming back to the same Town Hall that we left. There's going to need to be some sort of separation put in place for our employees. What we're seeing right now is they're talking about maybe in June we see a lull in this but then we see another spike in October, potentially going down the road. Certainly not our wish to close, open, then close again. We want to setup our employees for success and make sure they have some safety and health pieces in place. Looking at those plans and what that would potentially look at, whether it's glass separation, air exchange, what does that mean for work station design? Haven't even had a chance to scratch that surface yet. But that's certainly we'll look at and get out as quickly as we can.

EMS Practices: The State of New Hampshire right now is looking at empowering folks that are in the field to do a survey. Basically get on the phone with a doctor on the other end. Here are the signs and symptoms that we have, coordinate with the medical control and actually do a release right there in the field and determine whether they need to be transported to the hospital or not. The public health folks are very concerned about overrunning the hospitals with sick people. The way they're going to attempt to deal with that is to try to keep the not so sick people out of the hospital and try to keep them at home, taking care of themselves. That puts more pressure on our first responders to do good evaluations, good diagnosis and good communication with the hospital. At this point we have stopped transporting to Massachusetts facilities. In the south end of Town it is not uncommon to get a request to get transported to Lowell. We have stopped transporting to Massachusetts communities just based on the fact that the two public health agencies aren't communicating at this point. We can't get any exchange of information back and forth regarding positive testing, so as a safety mechanism for our people we said you're going to Saint Joe's, you're going to Southern if you're in the south end of Town and we'll go from there. That's basically out of protection for our people. We

don't have a big population that go down to Lowell, but we do have a few folks that still do.

This (handout) is truly a synopsis of what we're working on. This is a full day. In and out every day, the staffs working. There are a lot of people behind this work. When you look at the list of accomplishments that are listed there over the last couple weeks, there's a lot of people that have input on that in different pieces. From the inspectors to the land use folks, coming up with rotations, dealing with the Clerk's office, Assessing. Finance in particular in regards to reporting and tracking those activities and getting information out. Erika's been working remotely. The maintenance of the Town's website and the social media platforms is probably four hours of her day at this point. Just between answering questions, trying to get up new information, it's a pretty heavy piece for her right now. We're very thankful for her efforts.

Attached to the document I gave you rundown of what the purchase were and where they've been. Those are just a couple of spreadsheets that Kathy's provided to me basically showing where we're at today. Certainly open to any questions, any concerns and can give you as much information that I can attempt to bring forth. Selectman Roy asked, have you received any guidance yet from the Feds on how to request reimbursement? To which the Chief replied, reimbursement has not come in yet. We do have mission requests that I can put in through the State EOC but as far as reimbursement coming back to the community they have not even scratched that surface yet. Selectman Roy then asked, is KC concerned at all about getting it before the end of our fiscal year? Chief Buxton said, that is something that we talked about and she is monitoring that to see where, that was one of the big pieces we talked about the 24th was in regards to discretionary spending. There were some guidelines put out to Department Heads to really watch what they were doing project-wise. I know the Administrator and the Finance Director have been monitoring that. When I've talked to her about direct expenses we've seen, today, there was no flags thrown. I think that she's fairly comfortable with where we've been traveling. Everybody's been busy doing this so some of the other expenses haven't moved forward. That will be something here once we get another couple weeks behind us we'll have a good snapshot of what a month looks like, from a revenue standpoint. When I did talk with Patti she talked about the pace of the office. It seems somewhat consistent. Building Department the pace of the office actually increased because we're getting close to spring construction season. So folks are trying to get as many projects on the books as they can and get them off the ground. She didn't raise any concerns to me.

Chairman Morin asked if there were any other questions. Selectman Roy said, so on the last page there's a bunch of things listed with vendors but not what they purchased. That begs a question, are we capturing the things we had to do, like the polycom in front of us, the remote work. The Administrator replied yes, the detail is not on the sheet but that was state-wide setting that up. Chief Buxton explained, when you look at the top of these and you see a Fire and Police and General Town Hall, I know I'm expecting an IT report that wasn't quite ready for me today. IT has one sheet for each department. As they have things come in it will be tracked in there. You'll see that increase as we move forward.

Selectman Coutu asked, on a daily basis, Chief, how many people are manning the emergency management office? To which the Chief explained, we're doing that virtually

so I think on our call in the morning we're at 21 people. But we're not meeting face to face. The EOC has moved virtually so we're using the same program we're using with you tonight. Where we get on at 10:00 a.m. and do a virtual call out lasts anywhere between a half hour, forty-five minutes. Then people go off into their individual workspaces and do their work. Then in the afternoon we have a report out between 2:00-3:00 p.m. on the daily activities. I get information out that's been received from conference calls at noontime or the Police Chief has taken in at noontime regarding legal type events and we get that pushed around virtually. So when we say how many people are on an EOC call it's about 21-23 depending on how many from the School attend that are working on this event every day. It is a piece of their day, every day. Selectmen Coutu then said, I thought the office was open daily from 9:00a.m.-3:00p.m. Chief Buxton said we've moved out of the actual physical location and gone virtual a week ago. That was one of the goals we had as an EOC team up front. That's why we got the Go To Meeting, so we weren't contaminating each other. So we weren't going home in the evening and bringing contamination into the EOC and ending up with a sick leadership team. Selectman Coutu then said, okay so we won't be seeing any more expenses for lunches? To which Chief Buxton replied, I would assume not.

Selectman McGrath stated, over the last couple of weeks, we received the monthly Police Department Report. I hadn't seen anything about your report Chief, but I was thinking about it today. Under these circumstances where they're so busy trying to attend to this epidemic that we're facing and everything else that going on, I would like to suggest that we require those on a quarterly basis until we're beyond this epidemic. I don't think that it's necessary for the Police and Fire Departments, get a monthly report. We get press releases and anything of unusual circumstances. So I would like to throw that out there. Selectman Martin agreed with this saying he made the same suggestion to the Chairman. I know we just go the Police Chiefs for February. But I think that we can either go quarterly or hold off and start back up when we're under normal operations. Selectman Roy did not object to that. Selectman Coutu felt this was appropriate and a must do to free up man power to do the things necessary to address covid. A Board consensus agreed that the Police Chief and Fire Chiefs monthly reports would be put on hiatus until after the covid-19 pandemic.

Upon nothing further for Chief Buxton, Chairman Morin thanked him for his update. Selectman McGrath added, I think that the Town is in good hands.

5. SELECTMEN COMMENTS

Selectman McGrath- Our custodian in Town, Wayne, has been doing an extraordinary job. He's been taking care of multiple buildings. Trying to make sure they're not only clean but sanitary so that people aren't picking up anything as their working in the building. I think he's doing a really good job and he needs to be recognized. Chairman Morin added, I have to say I came in the other day and I figured any germs I have would be dead just by the smell in here! HE's doing an excellent job. The Town Administrator added, he's been shampooing the carpets too.

Selectman Roy - I have nothing tonight

Selectman Martin - I did mention to you yesterday about the monthly Department Head reports as well. I haven't found them very informing. So I'm wondering if we could look at not tonight, but look at going forward what kind of information, better information, because I'm not finding anything useful in those reports for me at this point. So maybe we should revisit that at another meeting and put it on the agenda.

Selectman Coutu - Other than to express our sincere appreciation to our municipal employees, our first responder teams, I've noticed that we had this conversation that the calls seem to be increasing rather than decreasing in Town. I feel for our firefighters and police officers who are out there on a daily basis having to respond to sometimes some inoculate calls. But it's their job, they do it, no one's complaining and I appreciate that. I want them all to know, including our Highway Department personnel and all of our employees who are showing up for work at Town Hall. Those who are at home through no fault of their own. So how grateful we are. They are a presence for our community. They are a presence of our government and they're doing an outstanding job. The only thing, this message goes out to the general public. We've heard time and time again to take precautions in our daily lives to avoid passing anything on to people who are standing by us, near us even six feet away. I noticed today, I had to get some fresh air so I went to Sam's Club to get some gas. As I was parked outside the building I watched approximately 150-200 people go in and out of the building and I only saw two people with face masks on. I would think, granted we don't have that many cases reported in Hudson, but we don't know when our peak is going to be and if we're going to be impacted by what's surrounding us. Sooner or later we're going to feel the brunt of it. I would hope that more and more people would put on masks. There are some available for purchase and I'm sure there are people in various neighborhoods who'd be willing to donate masks to anyone who's in need. As long as we take all of the precautions to protect ourselves, we're also protecting our neighbors. Let's not take anything for granted. In terms of reporting I just want to tell you an interesting item that I read in today's Lowell Sun, several towns in Massachusetts are no longer reporting their numbers and the reason why they're not doing that is they were advised I remember the news flash coming out last week. The head of the Massachusetts health organization that they're not required to do the reporting. So they took that as a commandment in the health field and they're not reporting. So how many other communities are not doing this around the country, I don't know. But the numbers are a little more severe than what we're getting. I'm asking everyone to join with me in daily prayer for all those who've been affected by the corona virus. Thank you.

Chairman Morin - just one thing we didn't discuss tonight. The basketball courts at Greely Street have been closed. The reason that took place is during the weekend our Police Department had to respond there several times because large groups were gathering and playing basketball. For the safety of everybody we closed those basketball courts today.

6. ADJOURNMENT

Motion to adjourn at 7:29 p.m. by Selectman Martin, seconded by Selectman Roy. A roll call vote was taken, carried 5-0.

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Marilyn E. McGrath, Selectman

Roger E. Coutu, Selectman

Norman G. Martin, Selectman