



# 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 28, 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 -**
  - A. **Nominations**
    - 1) Cable Utility Committee - (6 member vacancies which expire 4/30/23)  
Dianne Cannava (incumbent member)
5. **CONSENT ITEMS**
  - A. **Assessing Items**
    - 1) Tax Deferral Application: Map 151, Lot 005, Sub 002 - 38B Barretts Hill Rd.
    - 2) Gravel Tax Warrants: Map 140, Lot 1 - Brox Industries; Map 141, Lot 1 - Brox Industries; Map 122, Lot 2 - Nash Family Investment Properties Inc.
    - 3) Charitable Exemption Application: Map 237, Lot 57 - 30 Richman Drive
    - 4) 2019 Abatement Application: Map 242, Lot 3 - 22 Sanders Rd.

B. Water/Sewer Items - None

C. Licenses, Permits and Policies

1) Tag Day Sales - Hudson VFW

D. Donations

1) \$500 to Hudson Police Department for Comfort Dog, Haven, from St. Mary's Bank

E. Acceptance of Minutes

- 1) Minutes of the April 7, 2020 Meeting
- 2) Minutes of the April 14, 2020 Meeting
- 3) Minutes of the April 21, 2020 Meeting

F. Calendar

5/5 7:00 Board of Selectmen - BOS Meeting Room

\*All other meetings canceled at this time\*

6. OLD BUSINESS

A. Votes taken after Nonpublic Session on April 21, 2020

*Selectman Martin made a motion to adjourn at 7:53 p.m., seconded by Selectman Roy. A roll call vote was taken. Carried 5-0.*

7. NEW BUSINESS

A. Covid-19 Update

B. Covid-19 Budget Update and Discussion

8. REMARKS BY SCHOOL BOARD

9. REMARKS BY TOWN ADMINISTRATOR

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

11. NONPUBLIC SESSION

RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted

*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 30, 2020.**

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Agenda  
4-28-20

APR 17 2020

TOWN OF HUDSON  
SELECTMEN'S OFFICE

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

Date: 04-15-2020

4-A.1

Diane Cannava 36 Willow Creek Drive  
Name Street Address

(603) 930-4417 N/A  
Home Phone Number Work Phone Number

Retired teacher  
Occupation (or former occupation, if retired)

Special Education - Child Educational Advocate  
Education/Special Interests

HCTV - Committee Member & Clerk  
Professional/Community Activities

To continue to volunteer to service Hudson, as able  
Reason(s) for applying

Jim McIntosh, Media Director  
Reference(s)

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

- |   |  |  |
|---|--|--|
| Member <input checked="" type="checkbox"/>                  | Alternate <input type="checkbox"/>                           | Reappointment <input type="checkbox"/>           |
| <input 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 type="checkbox"/> Architecture/Construction | <input type="checkbox"/> Environmental Planning                                 |
| <input type="checkbox"/> Information Technology    | <input type="checkbox"/> Communications   |
| <input type="checkbox"/> Finance                   | <input checked="" type="checkbox"/> Other <u>multiple years volunteering in</u> |

& Producer & Host of HCTV Shows/varying capacities at HCTV

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 (FIDE) in accordance with the Town Code.

Circle One

Yes  No Hudson Resident

Diane F. Cannava  
Signature of Applicant

difran130@aol.com  
e-mail address



**TOWN OF HUDSON**  
Office of the Assessor

Jim Michaud  
Chief Assessor, CAE  
email: [jmichaud@hudsonnh.gov](mailto:jmichaud@hudsonnh.gov)

[www.hudsonnh.gov](http://www.hudsonnh.gov)



*Agenda  
4-28-20*

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

*5A.1*

**TO:** Steve Malizia, Town Administrator  
Board of Selectmen

**FROM:** Jim Michaud, Chief Assessor *JM*

**DATE:** April 28, 2020

**RE:** Tax Deferral Application:  
38B Barretts Hill Rd. - map 151/ lot 005/ sub 002

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TOWN OF HUDSON  
SELECTMEN'S OFFICE

Please grant and sign the attached Tax Deferral Application for the property owner listed below:

Adrienne Monestere – 38B Barretts Hill Rd. - map 151/ lot 005/ sub 002

The total of the respective tax liens on this property does not exceed 85% of the assessed value (per RSA 72:38a). There is no mortgage on this property so no further approval is required.

***MOTION:***

***Motion to grant a Tax Deferral for the property owner referenced in the above request***

**PLEASE SIGN IN BLACK INK**



# TOWN OF HUDSON

Office of the Assessor

Jim Michaud  
Chief Assessor, CAE  
email: [jmichaud@hudsonnh.gov](mailto:jmichaud@hudsonnh.gov)

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APR 21 2020  
TOWN OF HUDSON  
SELECTMEN'S OFFICE  
[www.hudsonnh.gov](http://www.hudsonnh.gov)




Agenda  
4-28-20

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5A.2

TO: Board of Selectmen  
Steve Malizia, Town Administrator

FROM: Jim Michaud, Chief Assessor 

DATE: April 28, 2020

RE: Gravel Tax Warrants  
Tax Map 140 Lot 1 – Brox Industries Inc.  
Tax Map 141 Lot 1 – Brox Industries Inc.  
Tax Map 122 Lot 2 – Nash Family Investment Properties Inc.

I recommend the BOS sign the attached Gravel Tax Warrants in accordance with RSA 72-B.

*Brox Industries Inc.  
Map 140 Lot 1 & Map 141 Lot 1*

*Nash Family Investment Properties Inc.  
Map 122 Lot 2*

ORIGINAL WARRANT

GRAVEL TAX LEVY  
TAX YEAR: APRIL 1, 2019 - MARCH 31, 2020  
THE STATE OF NEW HAMPSHIRE

HILLSBOROUGH, SS

TO: Patti Barry, Collector of Taxes for the TOWN OF HUDSON, NH, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$4,469.34**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at the TOWN OF HUDSON, NH

\_\_\_\_\_  
David S. Morin, Chairman  
\_\_\_\_\_  
Kara Roy, Vice Chairman  
\_\_\_\_\_  
Roger E. Coutu  
\_\_\_\_\_  
Marilyn McGrath  
\_\_\_\_\_  
Normand G. Martin

DATE: April 28, 2020

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Brox Industries Inc. 1471 Methuen Street Dracut, MA 01826	140-1	19-229-01-E	\$4,469.34

DATE DUE: TOTAL DUE: \$4,469.34

ORIGINAL WARRANT

GRAVEL TAX LEVY  
TAX YEAR: APRIL 1, 2019 - MARCH 31, 2020  
THE STATE OF NEW HAMPSHIRE

HILLSBOROUGH, SS

TO: Patti Barry, Collector of Taxes for the

TOWN OF HUDSON, NH, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$3,547.46**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at the TOWN OF HUDSON, NH

\_\_\_\_\_  
David S. Morin, Chairman

\_\_\_\_\_  
Kara Roy, Vice Chairman

\_\_\_\_\_  
Roger E. Coutu

\_\_\_\_\_  
Marilyn McGrath

\_\_\_\_\_  
Normand G. Martin

DATE: April 28, 2020

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Brox Industries Inc. 1471 Methuen Street Dracut, MA 01826	141-1	19-229-03-E	\$3,547.46

DATE DUE:

TOTAL DUE: \$3,547.46



ORIGINAL WARRANT

GRAVEL TAX LEVY  
TAX YEAR: APRIL 1, 2019 - MARCH 31, 2020  
THE STATE OF NEW HAMPSHIRE

HILLSBOROUGH, SS

TO: Patti Barry, Collector of Taxes for the

TOWN OF HUDSON, NH, in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$171.24**, with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at the TOWN OF HUDSON, NH

\_\_\_\_\_  
David S. Morin, Chairman

\_\_\_\_\_  
Kara Roy, Vice Chairman

\_\_\_\_\_  
Roger E. Coutu

\_\_\_\_\_  
Marilyn McGrath

\_\_\_\_\_  
Normand G. Martin

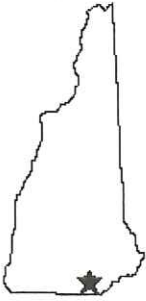
DATE: April 28, 2020

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Nash Family Investment Properties Q. Peter Nash 91 Amherst Street Nashua, NH 03064	122-2	19-229-04-E	\$171.24

DATE DUE:

TOTAL DUE:

\$171.24



# TOWN OF HUDSON

Office of the Assessor

Jim Michaud  
Chief Assessor, CAE  
email: [jmichaud@hudsonnh.gov](mailto:jmichaud@hudsonnh.gov)  
[www.hudsonnh.gov](http://www.hudsonnh.gov)

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Agenda  
4-28-20


S.A.3

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

## MEMORANDUM

To: Board of Selectmen  
Steve Malizia, Town Administrator

April 28, 2020

From: Jim Michaud, Chief Assessor 

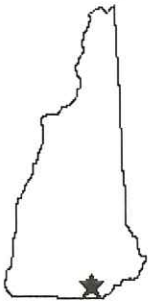
Re: Charitable Exemption Application  
30 Richman Drive -Map 237 Lot 57

The Assessing Department recommends that the BOS Chairman sign the attached letter informing New England Forestry Foundation Inc. of the Board's (pending) decision to deny their request for a charitable exemption. According to our interpretation of RSA 72:23 V (the charitable exemption RSA) this property does not qualify to be exempt from property tax as it is not "used and occupied directly" by them. Further, their cited "charitable" criteria is that they "educate landowners and the general public about the benefits of sustainable forest management." While their mission is laudable in the aggregate, we are not of the opinion that this qualifies as a charitable function of the property, 44 acres of vacant land in the current use program.

The property owners have been submitting their exemption application for close to 11 years now, and the BOS have denied them each time. The property has an assessment of \$3,243.00, as the entire parcel is enrolled in the Current Use (RSA 79-A) program, a property tax burden of \$65.77.

### Motion:

*To deny a 2020 charitable exemption for a property located at 30 Richman Drive, Map 237 Lot 57, owned by New England Forestry Foundation Inc., as recommended by the Chief Assessor.*



# TOWN OF HUDSON

Office of the Assessor

Jim Michaud  
Chief Assessor, CAE  
email: [jmichaud@hudsonnh.gov](mailto:jmichaud@hudsonnh.gov)

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TOWN OF HUDSON  
SELECTMEN'S OFFICE



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4-28-20

5A.4

TO: Board of Selectmen  
Steve Malizia, Town Administrator

April 28, 2020

FROM: Jim Michaud, Chief Assessor

RE: 2019 Abatement Application  
Map 242 Lot 3 – 22 Sanders Rd

I recommend that the Board of Selectmen approve an abatement sought on the above referenced property. The property consists of a single family Ranch style home on a 1.15 AC parcel. This property was assessed for \$329,100 for the 2019 property tax year. The property had been listed in the Assessing records as a 2-family, a subsequent interior and exterior review was done, the interior being the first allowed since 2001, and the small kitchenette area in the basement is for use in the summer, consistent with outdoor living associated with the pool on site, and is not a two-family use. Further corrections and changes were made to the assessing record;

- Quality ratings of bathrooms and kitchen were lowered
- The overall condition rating was adjusted from Very Good to Average
- The percentage of finished basement area was lowered
- Patio size corrected
- Basement garage count, # of heating system count, interior floor covers and bedroom were all adjusted lower.

After the adjustments for items above as indicated, we recommend an abatement lowering the assessed value from \$329,100 to \$283,600.

***Motion:***

***Motion to approve an Abatement for property taxes for Map 242 Lot 3 as recommended by the Assessing Department.***

Cc: File 2020AbateApproval22SandersRdn



HUDSON MEMORIAL POST NO. 5791  
P.O. Box 430  
Hudson, New Hampshire 03051-0430

5.C.1

RECEIVED  
APR 09 2020  
TOWN OF HUDSON  
SELECTMENS OFFICE  
cc: Pd.

March 27, 2020

Hudson Board of Selectmen  
12 School St.  
Hudson NH 03051

Dear Selectmen,

22-23

Hudson Memorial Post 5791 and its Auxiliary will soon be conducting its annual "poppy drive" concluding the weekend of May 23-24, 2020. We have enclosed a copy of our permission to be in front of Market Basket on Lowell Rd on May 23-24, 2020 and are seeking permission from the board for this. As always proceeds from this event go to our relief funds which we use for veterans assistance programs. The post Tax ID number is 02-0351195. If you have any questions or concerns feel free to contact me at (603) 229-7319. **NOTE: Due to the COVID-19 pandemic which we are monitoring closely we are aware that we may need to CANCEL this event.**

Sincerely,

Robert J. Everett, Chairman  
PAP, Auxiliary 5791

on my  
charitable  
organization  
list  
4-14-20



February 18, 2020

Rob Everett  
VFW Post 5791  
220 Derry Rd., Apt. 40  
Hudson, NH 03051

Dear Rob:

This letter is to inform you that your organization has been granted permission to hold a fund-raising event at the store listed below between the hours of 9:00AM – 3:00PM. **However, it is the responsibility of the organization to acquire the appropriate permits if required by the town.** At the request of our customers, we have put into effect the following guidelines your volunteers are required to adhere to. DeMoulas Super Markets, Inc. has the right to curtail any fund-raising events we feel necessary.

1. Upon arriving at the store you must check in with the store manager.
2. Children under the age of fourteen are required to have adult supervision with them at all times.
3. There should never be more than two people from your organization at the store at any given time.
4. Fund-raising events should take place outside the store at least 10 feet away from the entrance/exit doors. Do not interrupt the flow of traffic entering and exiting the building.
5. All volunteers representing your organization must be well groomed and properly attired. They should present themselves in a courteous and friendly manner at all times.
6. Volunteers must allow the customer to approach them.
7. The person representing you should be located at the entrance door only.
8. If a table is being set up, discuss with the store manager where it should be located.

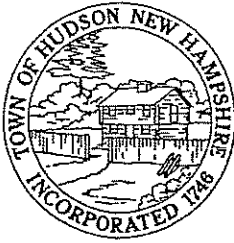
If you have any questions pertaining to this notice, please contact Lori Page at (978) 851-8000. We wish you luck in your endeavor!

DeMoulas Super Markets, Inc.

STORE LOCATION: Hudson #33

DATE(S): May 22-23





*Agenda  
4-28-20*

# TAG DAY SALES Hudson, NH

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## RSA 31:91 Soliciting Funds

The right to grant permits for soliciting funds for charitable purposes and for the sale of tags, flowers or other objects for charitable purposes shall be vested in the mayor and aldermen of a city or the selectmen of towns.

### Instructions to obtain a Tag Day Permit:

- 1) Submit a letter to the Board of Selectmen at 12 School Street, Hudson, NH 03051, stating the date, time and location that the collection of funds will take place. (Information can be FAXed to 603-598-6481)
- 2) Indicate how the collected funds will be used/distributed or to whom it will benefit or to whom the funds will be collected on behalf of. Include verification of being properly registered with the NH Attorney General's Office, Division of Charitable Trusts, unless exempt, i.e., governmental subdivisions or religious organizations, who shall provide verification they are the bona fide representative of an exempt entity (RSA 7:19, et seq).
- 3) Include name, address, phone number and e-mail address of a contact person in case there are questions, concerns or if additional information is required.
- 4) Include a signed letter of permission from the establishment where the collection of funds will take place.

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### For Office Use Only

Organization Hudson VFW Post No. 5791

           Approved            Denied by Board of Selectmen on           

If denied, reason           

---

Board of Selectmen Chairman



# 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

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TOWN OF HUDSON  
SELECTMEN'S OFFICE



Agenda 4-28-20

*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

5D.1

To: The Board of Selectmen  
Steve Malizia, Town Administrator

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

Date: 23 April 2020

Re: Agenda Item – 28 April 2020

**Scope:**

The police department received a donation from St. Mary's Bank in the amount of \$500.00. HPD will use this donation towards the needs of our comfort dog, Haven.

**Motion:**

To accept the donation of \$500.00 from St. Mary's Bank.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

## HUDSON, NH BOARD OF SELECTMEN

### Minutes of the April 7, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of April 7, 2020 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE led by Selectman Normand Martin

3. ATTENDANCE

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

Participated remotely from his residence: Roger Coutu

Staff/Others: Steve Malizia, Town Administrator; Rob Buxton, Fire Chief; Kathy Carpentier, Finance Director; Jill Laffin, Executive Assistant

4. NEW BUSINESS

A. Covid-19 State of Emergency Update - Chief Buxton

Chief Buxton started his update by review thing handout he gave the Board along with an incident action plan for the EOC for this week. Chief Buxton said, currently to date we have 715 cases in the State of New Hampshire with nine deaths. 116 of those are in Hillsborough County. Hudson still continues to maintain a 1-4 case range. After the last couple of days watching call volume the way it's been going I would expect this to jump either tomorrow or the next day for our confirmed cases within Town. Currently there's 131 first responders quarantined in the State of New Hampshire. Locally we have 6 firefighters, 2 police officers and 1 public works person that are quarantined.

Protective clothing and logistical paths seems to be working a little more efficiently. We've created a central depository for an area for inventory control and getting an equipment out to the different areas so the logistical officer is handling that.

A couple of high points for the week: Abbott Laboratories have provided the State of New Hampshire with 15 testing devices, which is the new rapid test, the 15 minute test, for covid-19. Those will be deployed throughout the State. We received our first shipment from the State EOC for protective clothing which encompass gowns, face shields, N-95 masks and some additional hand sanitizer. Our incident goals have remained consistent. Employee safety and health and to continue to provide the community with emergency services and contracted community services throughout.

Accomplishments throughout the week: we've updated our protective clothing program. Continue to monitor the CDC, Worked on public messaging for impacted services. As you're aware, last Saturday, we had our first run through with the landfill on a soft yard waste weekend. This weekend will truly be the first test for that plan as we have a full trash, recycle and soft yard waste this Saturday.

State of New Hampshire has contracted with Convenient MD for testing first responders that get exposed to covid-19.



The goals that were completed last week are highlighted in your packet as well as one of the things we thought was important as we started pushing out wellness information to the employees so we can make sure we have their mental wellness and mental health in our sights.

Continue to talk to Brian Groth regarding some additional economic development messaging as information comes out.

Just from a reporting standpoint, New Hampshire employment security on Sunday received 39,987 new claims. Since the 17<sup>th</sup> of March they've processed \$10.9 million dollars' worth of benefits. So that continues to go forward.

Concerns for our areas are obviously our first responders in regards to those that are quarantined. The fire department expects our first two employees back on the 9<sup>th</sup>. I think Chief Avery is also expecting one of his to come off of quarantine this week who tested negatively.

Additionally to date we've spent approximately \$26,000 between goods and overtime affected by the incident as a whole. That overtime is encompassed to shift coverage for the vacancies that have taken place in the first responder area.

Goals for this week: streamline our remote working, look at earned time usage, secondary employment, review the emergency orders that were released regarding interest payments on tax potential. Also 27 was on lodging. Reduced lodging in the State of New Hampshire effective yesterday. So the hotels and motels have been closed. Those that are under contract for either quarantining first responders or affected members of the public, still have their contracted services. Routine Air B& B or hotel in the North Country renting out to the weekend backpacker, those have been closed down at this point.

We've started to work on messaging regarding two areas. One is in regards to recreation. Recreation has spent a significant amount of time working on virtual rec programs. So whether that was Easter egg hunt or other exercise type programs for the kids. So we thought it was important to start messaging that out to the public as we get into our second, third and now fourth week of remote learning. Trying to give them another avenue besides just school. Additionally the Governor had asked for a community hike program to be started. So in an effort to try to get out information regarding the Town of Hudson, you'll see some conservation stuff has also been messaged out to talk about the other areas that are available for hiking in the Town other than Bensons. Benson's remains closed.

Just a couple of quick reports. New Hampshire was awarded their emergency declaration by the Federal Government. They're hopeful to start the training process next week of how to start recovering monies. I have the finance director who will be sitting in on that with me and as we go through on starting to recover stuff we've spent money on. They've also initiated a small grant program through the Department of Justice that has become available today and we're looking at those impacts.

Chairman Morin asked if anyone had any questions for the Chief. Selectman Roy asked, are all of our employees quarantined at home? To which the Chief replied, yes. We got authorization to receive half a dozen military cots that will be put in Burns Hill Station today. So those should be delivered tomorrow. Then that will be fully set up for a quarantine spot if an employee chooses to want to be quarantined there. The staff that has been quarantined at this point have all either been single or had spouses that were in the healthcare field themselves so it just worked out for them to quarantine at home. Selectman Roy then asked, were all of those employees exposed as part of their employment? Chief Buxton said on the fire side, yes. Police Department were external exposures. The same with the Public Works employee. Selectman McGrath asked, are they all asymptomatic? To which the Chief replied, yes they are. The Police Department had one employee that had some symptoms over the weekend. We got him a test. His test came back negative. It looks like he has the seasonal man-cold or allergies.

Selectman Coutu said, I appreciate, Chief you're providing us with the packet and the updates. We appreciate your coming every week to do this. The only thing that stood out at me was having six firefighters out. You said that two are going to be returning. Have you made any kind of provisions in the event that the numbers should increase, because we don't know where this is going, but if the numbers of outages in terms of employees, increases to a point it's going to be a burden on the overtime and our additional personnel, have you worked on putting a plan together to augment your staff somehow? To which the Chief replied, yes, we are in the process to utilize our continuity of operation plan that we presented to the Board. We have a plan in development now that highlights 25, 30 and 50 percent of our workforce being out sick, built on a rotation, and what does that look like and what would the impact be to the organization. So that plan is in development and is looked at from both the agreement standpoint and from the Town financial standpoint. We hope to have that completed this week. Selectman Coutu then asked, would it be feasible to recruit, or have a list of those who are part time firefighters in other communities that might be willing to come to Hudson on an as-needed basis if the worst happens. Chief Buxton replied, I am somewhat unpopular because I have strongly urged our folks to not participate in those types of programs. It would be somewhat hypocritical of me to try to recruit those members based on the fact that they're receiving double exposures. So you have folks that have worked in ER's as paramedics. We've asked them to not continue with that practice to make sure we weren't getting those double exposures so as advantageous as it may be to recruit someone to come in and work for us part time we need to recall that they also have exposures at their full time or other part time employers which puts them at liability. Further to answer that question, we have two mutual aid agreements in place. One with Souhegan Mutual Aid and one with Border Area Mutual Aid. The regional departments have all talked about what the impact would be if we could not continue to provide the same level of service. So how would we all support each other from a mutual aid standpoint to give those services back and forth? We do have a backup plan to that plan if we continue to lose folks. We did make some pretty strong modifications to our protective clothing algorithm for the first responders based on the fact that both of the calls that our calls were quarantined from were non-covid calls when they started. One was a fall in the bathroom and the second was actually a cardiac event with no flu like symptoms and three days later came back that they had covid-19 so we ended up having to quarantine. Looking at those algorithms constantly with the State of New Hampshire Health and Human Services and how that affects us operationally across the area to make sure we remain consistent.

Selectman Coutu said, I know you don't have the numbers in front of you Chief, but in the past two weeks from your perspective and the information that you're getting, have your calls increased or are they staying pretty much the same? Chief Buxton replied, I will tell you that our call volume has changed. So because of the lack of traffic on some of the streets we've seen less motor vehicle accidents but we've started seeing the average medical calls increase. One of the things that I do monitor is the 911 data in regards to how many times they deploy the protocol 36 questionnaire when they call in on 911. We had 20-25 just in the last two days in this community. That doesn't mean that we saw 20-25 people that had covid-19 that just means they used the protocol for that and was checked off for that box. So the number is certainly increasing and our work is changing a little bit and how we approach that. So that is happening.

#### B. Earned Time/Vacation Time Usage Covid-19 Policy

Chairman Morin recognized Town Administrator, Steve Malizia. Mr. Malizia said, I've prepared a policy for the Boards consideration. This policy is regarding scheduled earned time or vacation time. The majority of our employees have earned time. A handful have vacation time. This policy articulates that when we're under this state of emergency essential personnel will not be able to take their time unless they have the express written permission of the Department Head, myself and the Chairman of the Board of Selectmen. These people are critical and we need to make sure that they're here and ready to serve. This does not count sick time. So if somebody is sick and they're using their earned time as sick, that's an exception. We certainly want people who are not well to be able to take the time they need to recuperate and if they're infected, not infect everyone else. I did run this by our attorney, Attorney Lefevre, just to have him give it a look and he finds it to be acceptable and

appropriate. Selectman Martin asked, so what about the employees that are worried that they're going to get the covid-19 from being here at work and want to stay home? The Town Administrator responded, if they are not an essential person and they don't want to do the continuity of operations I believe they can take their own time if it's approved by their supervisor. So if you're non-essential, and you want to take time off, and you don't want to be in the continuity plan, then you'd have to put in for a time off request. Selectman Martin then said, once all the PTO is gone you have to come back to work? To which the Administrator replied, presumably when you have no more time you'd be either unpaid or you're coming back to work. Selectman Martin said, okay. Mr. Malizia said, what this is trying to do is just make sure that everybody who is a first responder and an essential person, is here. Selectman Roy made a motion, seconded by Selectman McGrath, to approve the earned time/vacation time usage policy during covid-19 pandemic. A roll call vote was taken. Carried 5-0.

#### C. Outside Employment Covid-19 Policy

Chairman Morin recognized Town Administrator, Steve Malizia. Mr. Malizia said, again, this is another policy that I was asked to prepare. Basically what it talks about is when employees are on the continuity of operations plan and they are not at this work location but they're being paid by the Town, they will be forbidden to do any outside type of work. So if they have a business of doing some work on the side, or if they work at another location, what we're basically saying is while you're being paid by the Town of Hudson you will not practice that other work. I can't really do that necessarily for when it's their time off, but we did point out, here's the risk of exposures and here's what can happen. We can't control everybody's off time but during the time that they're on our time, they will be not working a second job. This policy was also reviewed by the attorney. Selectman Roy asked, I just want to be clear, so this is people that are in reserve? Mr. Malizia answered, on call, on reserve, on the time clock for the Town. So if your day is typically not a Sunday and you have some other employment you're not forbidden, but you need to really watch the rules that we've established for social distancing. We're certainly not encouraging you to do other work but I can't stop what people do on their off time. But when they're on our time, for example, Monday-Friday, that's different and that's what this policy addresses. Selectman McGrath asked do we have a list of employees that do have outside employment. Mr. Malizia replied, no, not that I'm aware of. Selectman Martin made a motion, seconded by Selectman Roy to approve the outside employment during covid-19 continuity of operations. A roll call vote was taken. Carried 5-0.

#### D. Revenues and Expenditures

Chairman Morin recognized Town Administrator, Steve Malizia. Mr. Malizia explained that this is just the basic review of our revenues and expenditures. We are 75% or  $\frac{3}{4}$  of the way through the year. Goodness knows what's going to happen from here on out. The Finance Director can speak a little bit more, but right now, as of today, we look right no track. Our auto registrations are 80%. They should be at 75% so we've done well with that. We had a slight decline in March but I think it was a difference of about \$30,000. We are still processing registrations but I believe folks that have new vehicles or renewed registrations have til the end of April. There's a new timeframe. So we may see the revenue slide but even if we take in slightly more than 50% from here on out, of our average, we should just about hit that number. Ambulance revenues look to be on track if we keep tracking the rate we're going. Interest is down a little bit but it wasn't a significant piece of the overall revenue. From an expense side we've put the brakes on any discretionary spending but there's still a lot of things we need to do. We still have a police department, we still have a fire department. We're still doing those kinds of things. But everything else we're really trying to put the brakes on anything that is discretionary. So based on this report, we are where we should be. However, that can change. Selectman Coutu asked, relative to income, when a person receives a water or sewer bill, how long do they have to pay it. The Administrator answered, 30 days is typically the period of time. So if you get a bill the 6<sup>th</sup>, it's

due the 6<sup>th</sup> of the next month, approximately. Selectman Coutu asked, is there a penalty if they're beyond the 30 days? Mr. Malizia said, there's no penalty per say, other than if they go beyond two months they get on a shut off. But right now, shut offs are suspended. I would say, there's no penalty but there would be interest kicking in at 12% at 31 days.

Selectman Coutu said, I was wondering if we could suspend that for this particular billing cycle anyway. Town Administrator Malizia said, that would certainly be up to the Board of Selectmen. I'm not sure what the goal of that would be but I think I understand what you're saying. Chairman Morin asked if anybody had any comments. Selectman Roy said, I think I'd like a little more information about that. How that would affect revenue. Mr. Malizia said it would affect cash but I believe the water utility has seven million dollars as does the sewer utility from a cash perspective. Selectman Roy then asked, has there been an increase in late payments or non-payments since this started? I'd like to know some of that information before say yay or nay. Chairman Morin asked Selectman Coutu would you like to hold off until we hear from Kathy Carpentier before we make any motions or anything on that. Selectman Coutu responded saying no, it's not about the money. This is about a virus that's infected our communities. The governors or almost every state that is impacted by the corona virus have waived late mortgage fee penalties, all kinds of penalties. We're talking about water and sewer bills. I'm not asking for a favor for me or a friend of mine, I'm just overall, I'm concerned for senior citizens who typically come to the building who may not even be leaving their homes. For me it's not about looking at how much revenue might we lose because of this, it's more about citizens and what citizens might need at this time to help them out a little bit. Asking for a 30 day postponement on late fees is not ridiculous. It's beyond my comprehension that we're talking about how this is going to affect our revenues. I just heard the Town Administrator acknowledged that we have millions of dollars in both of those accounts as a matter of fact, I don't think it's going to punish us much to extend a courtesy or a consideration to our citizens who can't make it to Town Hall or won't come to Town Hall. An argument could be made that they could put it in the mail. People are afraid to even touch envelopes today. I know that my wife and I are living in isolation by choice. We're here to protect ourselves. We've not been exposed to it and we don't want to be exposed to it. Every day when I pick up the newspaper or when I watch television news my anxiety just gets worse and worse because people are not taking all the precautions. Many are, but many more are not. So again, I don't think it's impossible for us to waive the fees for 30 days.

Selectman Martin said, I just have to say this. I don't disagree with the concept where Selectman Coutu is going, however, covid-19 didn't absolve us of our responsibilities to pay our water and sewer bills either. I can see, you didn't like my comment but I'm going to say it. You still have a responsibility to pay your bills. End of discussion so I can't support.

Selectman McGrath said, I was going to ask whether he was suggesting waiving the interest on the bills for a period of time or if he's asking to consider waiving the fee altogether. Selectman Coutu said, waiving it for the interest only. If they're late making their payment, not to charge interest. Give them an additional 30 days to pay the bills and 30 days from now if this infection has grown or if it's ebbing, we don't know which way it's going to go, we're hoping that it subsides considerably. But if it escalates then I might come back and ask for another 30 days on the interest only.

Selectman Roy said, if we waived it tonight, or waited until next week would that have any impact? The Finance Director said, I believe you only want to consider doing this, if you're going to do this, for water. Sewer is a quarterly bill and it's not going to go out for a couple months. If you are going to make a motion it should just be water at this point. Bills were due yesterday, April 6<sup>th</sup> and won't be due again until May 5<sup>th</sup> or 6<sup>th</sup>, depends upon if it's a weekend or not. Waiting another week doesn't due anything because no one is going to be past due until May 6<sup>th</sup> at this point now. I don't have a judgement on if people didn't pay as of yesterday because the numbers wouldn't have come in yet. So we could defer this until next week, I believe you're meeting weekly and I could give you more information. It wouldn't hurt anybody. They're not being charged interest in week one of the bill because they've already paid unless they're past due from April's bill.

Selectman McGrath asked, what's a typical water bill? I look at those reports when we get them. Valerie is really good about sending those out and I always look at them but I don't recall off the top of my head, what the typically bill is. It seems to me like it's under \$100. Ms. Carpentier said, for an average family it's about \$30.49. It's an average bill. Selectman McGrath said, so 12% of \$30 is just pennies. So I don't think that by waiving the interest is going to cause a difficulty for the Town of Hudson, whether it's a 30 day period or a 60 day period. If it were hundreds or thousands of dollars that would make a significant difference. Most people pay their bills on time for the most part. So I wouldn't be opposed to it because of that. Because of the amount that a charge would be for a typical bill. It would probably amount to less than \$100 that would be an impact to the Town to not collect. The Finance Director said, but a consequence of not applying interest is people might take that \$30 and pay something else instead because they're not going to pay interest on this. So you could lose the whole bill that they're paying. Just a consequence of eliminating interest. Which I think also is what will happen in the future if we discuss abating interest on property taxes, to which Selectman McGrath said, that's far more significant.

Chairman Morin asked, is there a motion on the floor? To which Selectman Coutu said I make a motion that we waive water bill late fees for a 30 day period beginning the beginning of the new billing cycle. Selectman McGrath seconded the motion. Chairman Morin asked if there was further discussion. Selectman Martin said, I agree with KC. Again I said it already, I'll say it again. This covid-19 doesn't absolve you from paying. Yeah, shake your head, roll your eyes like you always do (said to Selectman Coutu). Selectman Martin went on to say, it's going far beyond. We weren't absolved of our responsibilities and waiving this fee, although, not significant, I can't support it. Seeing no further discussion a roll call vote was taken. Motion carried 3-2 with Selectman Roy and Martin in opposition.

#### E. Covid-19 Finance Update

Finance Director, Kathy Carpentier explained to the Board that she's shared with them two documents and electronically sent them to Selectman Coutu. The first one is a continuation of something Chief Buxton gave out. It's the covid recovery summary pages. This is \$26,000 of detailed things that will potentially be recoverable at 75% but we'll learn more about that next week. If you have any questions you can let me know. But the real reason I'm here is to hopefully put at ease, I handed out a one page document, Cash Flow Projections. Trying to give you a snapshot of where we are right now for the short-term. We currently have about \$15 million cash on hand. This is not our undesignated fund balance. This is not how much we are allowed to spend, it's just cash that we have. Our anticipated cash out flows is about \$11 million dollars. This is anything that's encumbered. The contracts that we currently have going on. Communications systems phase one that was already approved. We have about 13 more weeks of payroll. We also owe the SAU one more payment. Their June payment. We pay then 12 equal payments. We also, if we look at anticipated cash inflows, we have a little less than \$2 million dollars. I just picked the big ones. There's little ones. The top two being motor vehicle permits, about \$1 million dollars is to come in in the next three months and building permits about \$120,000. Those two things are variable. If they start dropping off we could get less cash inflows. Highway block grant is supposed to come in. I don't anticipate it not coming in but the State could hold onto it. Ambulance billing and the monies from the Capital Reserve Fund. So with the anticipated outflows and inflows we have a projected cash balance of about \$5.8 million. This is influx. It changes every day as more revenue comes in. The expenses probably won't cap more than that \$11 million. Hopefully less because we took out discretionary spending. So if our projected cash flows we'd be in a good financial position at year end on June 30<sup>th</sup>. So that's just less than 90 days we'll be finishing out this fiscal year. We should be coming in under budget. It's just the revenues that are the issue. Our focus needs to be on fiscal 21 which starts in less than 90 days. Tax bills will go out in June with a targeted due date of July 1<sup>st</sup>. We'll need to watch the revenues. Our homeowners are going to continue to pay. Hopefully a lot of it is escrowed with mortgage companies. But if our taxes

don't start coming in then that could jeopardize our cash flow. Does the State send out the meals and rooms and the highway block grants as projected? And again, motor vehicles, are they decreasing? We may need to postpone or defer some of the big items that we have planned. Phase 2 of the communication. Some hiring of some people. But I think we can talk about that in a couple weeks. I'm prepared to talk about it tonight but I thought we could let it see how April goes. The State of Emergency was declared on March 13<sup>th</sup> so even though the actual vs budgets look favorable, we're really only half a month into this financial impact from the virus. We could if cash does not come in the first 3-6 months of the next fiscal year, take out a tax anticipation note. That Town of Hudson has never done that. It's kind of borrowing money until taxes come in. It would be a new thing for us. I don't believe we're going to be heading that way but it is something that this Board could entertain 3-6 months down the road if the taxes weren't coming in as projected. So I was hoping to come back in the beginning of May and have this discussion again. Maybe looking more long-term at the beginning of the new fiscal year. My goal was to kind of put you at ease for the next couple months. If you have any questions I'd be happy to answer them.

Selectman Roy asked, if this continues to escalate, and our overtime expenses continue to grow, is that going to affect this? And how would it affect it? Ms. Carpentier answered, well hopefully we're not going to be doing some of the planned projects in the next three months because overtime is going up. That type of thing. So we can spend what we projected to spend. Our budget doesn't change at all. It's whether our revenue comes in. Because discretionary spending was put on hold we should be able to absorb it and we will also be anticipating 75% revenue on those expenditures. So if worst case scenario, if 50% of the fire department is out, we're going to have a lot of cash outlay, but be expecting 75% of that back. And again, when. When will the State be paying? So it's all a cash management thing at this point. I don't feel we're in a financial position of worry at this point but we're watching it. I believe the Town Administrator, the Chief and I are watching it carefully. Selectman Roy said, you said next week you should be hearing a little more about the reimbursable program? To which the Finance Director replied, right, I believe we're going to go to some training. Figure out what's reimbursable, what's not? Hopefully they'll give us a timeline. That's my anticipation.

Chairman Morin asked, where are we at with overtime within the departments right now? Has anybody over expended? To which Ms. Carpentier replied, no. Chairman Morin then said, question for Chief Buxton, do you expect other than protective clothing and overtime, any other big expenses, since we've got IT up to where we need to be at this point, regarding covid? Chief Buxton answered, your expectation would be basically protective clothing. Anything we forecast out to make this type of environment a little more efficient, or we had teleconferencing next year for the station. It depends how long this goes and what the paybacks going to be. Certainly we would not put the Town in a position where we're going to do a project that wouldn't be funded on the backside. Next week is going to be a big week for us to understand what that declaration means and those are Federal monies coming in, filtered down to the State and then to us. So that 75% is Federal and not State funded so that's going to be even better because they've given up a lot State revenues moving forward.

Selectman Coutu commented, Kathy Carpentier, god love you. You run this Town like you run your household. You're watching all of our expenditures, the cash flow, we couldn't ask for a better person to be sitting in that position. I know that I speak on behalf of the Board, we're very appreciative of all you do for our community. You have not been one of the people that's been sitting at home. You've been working every day probably putting in a lot more hours. You've been in touch with everyone on the Emergency Management Team and probably attending some of those meetings. But the way you manage our money and keep us posted is truly appreciated. Thank you very much Kathy. Ms. Carpentier responded saying, thank you Selectman Coutu. I appreciate the thought.

F. Letter to the Board

Chairman Morin informed the Board you have a letter in front of you that was received today, April 7<sup>th</sup> from Brett Gagnon, member of the Conservation Commission. He is requesting an apology for a letter that was sent to us from the Planning the Board. Selectman Roy said, what I'm going to suggest we do is, we didn't author the letter that Mr. Gagnon has taken offense to. So I'm going to suggest that the Board send him a letter referring him back to the Planning Board and asking for an audience with them. Since I believe it was their chairman, Mr. Malley that authored the letter. He can direct his concerns to them.

Chairman Morin asked if there were any other comments. Selectman McGrath said, as an alternate liaison to the Planning Board, that the Planning Board Chairman, if he receives a request by Mr. Gagnon that as the Chairman of the Planning Board he would want to consult with our Town Attorney. Mr. Malizia said, I'll put our Attorney on notice to possibly expect that. Selectman McGrath went on to say just for the sake of the Planning Board getting legal advice from the Town Attorney and to protect the Town. The consensus of the Board was in agreement that a letter would come from the Board of Selectmen, to Mr. Gagnon, referring him to the Planning Board, who authored the letter.

Chairman Morin started to say other than that, when Selectman Martin said, what about this workplace screening program? Is that for reference? Is that something that is going to happen? I don't understand it. The Town Administrator asked, are you refereeing to the document that was propagated today? To which Selectman Martin answered it was propagated today, Workplace Screening Program, Covid-19 State of Emergency. The Town Administrator explained, when folks come in and out of Town Hall, the employees, they'll follow a process to take a temperature and keep a log of their status. Selectman Martin said, I don't get that. I'm just trying to figure that out because I go into work and out of work at a different facility. I don't find where we're going to require our employees to take a temperature when they come in the door and have to write it all down so somebody can monitor it. I feel that if an employee is up and doesn't feel well, they're not going to come to work. Not necessarily true. They could come to work but I don't think, let me just say. In the first responder avenue I would agree with this policy because they're dealing with this first hand. But we have taken Town Hall building and mostly all municipal buildings and shut them down to the public to reduce the spread of covid-19 and reduce the spread to the potential risk to the employees in this building. I don't think making this policy and having them have to come in and do all, it seems like a lot of extra work for them to do. And they can't go to work until their supervisor determines that it's okay. I just don't understand why we're forcing something on to our employees when it's not necessary.

Chairman Morin responded saying after everything we've gone through in a couple departments, I think this would make our employees feel a lot better because the problem with the lock down buildings is not in the buildings it's coming from outside the buildings into the buildings. If we can stop it and determine somebody is showing the symptoms and we can stop them from coming into the buildings, that's going to cure a lot of problems right there. On top of that, if we get somebody that's sick and comes in here, what's it going to do to inside this building? We could run into a real problem which we're trying to stay away from. We've got 6, 7, 8.9 people in quarantine now. That's a huge.

Selectman Roy added in, there was a Town recently that their entire Town Hall was quarantined. I think we need to prevent that from happening if we want to continue operations. Chairman Morin added, I've got to tell you, specifically the concern that a lot of our employees expressed to us, you yourself know, that would have taken probably care of that problem if you had got a scan when you came through the door. Selectman Martin added, don't expect me to do it. I won't be doing it. Chairman Morin replied, that's fine but at some point we may say none of us are allowed in this building if we're not going to do it. I feel it's very important we do that to protect our

employees. It's not anything against their rights, somebody is going to stand at the door, and they're going to swipe the thermometer across their forehead and say. Selectman Martin said, that's not how I read the policy. I read the policy that the person is going to do it themselves and write it down and wipe down the equipment. But here's the thing, I just don't understand why. A lot of this information is coming from the Federal Government. Okay. A lot of this information. It bothers me that we're jumping for this because of this information. I think the information we're getting from the Fire Chief as the EOC emergency manager and the State of New Hampshire is much better than what we're getting from the Federal Government. I just don't support it.

Chairman Martin said, the Fire Chief is approving this because he thinks it's a good idea because that's why they're doing it with our first responders. And again, why wouldn't we take a minute of time to protect our employees? Seriously? This is not going to take an hour. This is going to be minute a two minute thing. Then they're going to be done. Again, with the amount of concern we had with some employees in this Town, I don't think they'll see this as a problem because it's protecting them.

Selectman McGrath said, I was going to say the same thing. It's a protective mechanism for the employee as they're walking in the building. They may feel fine but they may be running a temperature that they're not aware of. That's one of the first indicators of having this virus. I don't know if an employee came into the building and they had an indication that they might have the virus that has the potential to infect everybody else they come into contact with and every surface they come into contact with. I would think that our insurance carrier would be really concerned about that. This is a mechanism. I read this today and thought back to my days at BAE when I had to sign for everything. Opening up a secure safe to either take something out or put something in. This is really not much different. This is really a safety mechanism for employees. The employee coming into the building because you don't know who they met on the outside of the building when they went to the grocery store or maybe they went to the liquor store. The liquor store is having a booming business right now. You don't know who you're running into on a daily basis if you're not following the governments advice about distancing about staying home, staying away from people. So I think that this is probably a safety insurance policy for the employees as well as the Town. We in our jobs here, have to protect everyone. We have to protect our employees but we also have to protect our citizens that might be faced with a big lawsuit because someone got covid-19 in this building and maybe lost their life because of it. That's my thought about this.

Selectman Roy was recognized by the Chairman and she said, so the EOC has worked really hard to strike a balance where we continue to provide services to our citizens, while protecting our employees. This is towards that. If we lose an entire Town Hall because we let somebody infected in here, then all the work that Chief Buxton and the EOC did was for not because now we can't provide any services to our Town.

Selectman Coutu said, this was approved by Chief Buxton. We either put our faith in the Emergency Management Team or we put our faith in one selectman who knows more than everybody else. I support what the intent is. I appreciate the work from our Board which would be you Mr. Chairman and the Vice-Chairman, Selectman Roy, the amount of time that you've devoted and put into your emergency management meetings. I don't think you took this lightly. I don't think the Fire Chief takes this lightly. Again as iterated by all of you in trying to explain this, it's for the safety of our employees. I don't think anyone is going to be a little upset if we want to take their temperature to make sure they're healthy or not running a fever when they come into work. I applaud the amount of work that was put into all of the packages that we've received relative to the covid virus and it doesn't matter to me what the government says, whether its national or state, what I'm concerned about is the Town of Hudson. That's what I represent and if our Emergency Management Team is going to start making recommendations and we're going to start questioning them we're not the experts. All of you, from a legal standpoint, Selectman Roy, you're a valuable asset, Chairman Morin, from a first responder perspective, you're a valuable



asset. We have people on the Emergency Management Team that are all experts. We either listen to them or we argue with them every week. That's all I have to say.

Selectman Martin then said, I have one last comment. You all think I'm stupid. Okay. But I'm not. You're fear mongering. You're imposing fear on people by imposing these. I go to work every day and I don't have to take my temperature. If you know that you have not been near anybody that has been sick with covid-19 then you're not sick. You can't catch it from the air unless somebody sneezes on you. Air droplets. It's respiratory. You can catch it from a surface that you touch if it's a solid surface. But I think you're passing fear. That's what happens in this Town Hall. Everybody is afraid that everybody else has covid-19. That's all I have to say on it. I'm not stupid. I understand and support my Emergency Management Team. Unlike the insinuation he just did. That you're smart and you're smart and nobody else is smart. Good thing you're at home because it wouldn't be nice for you. Thank you Mr. Chairman.

Chairman Morin responded, you're welcome, I just got to say Selectman Martin, none of said you were stupid. I'm sorry you took it that way, but I would strongly suggest that you go back and read how you can catch covid-19. I'll leave it at that.

Selectman Roy asked if there was a motion needed to put this into place. To which the Chairman said, no the Emergency Management team put this into place. Mr. Malizia said these are procedures.

5. SELECTMENS COMMENTS

Selectman Coutu - I really want to express my sincere appreciation to the Emergency Management Team as well as all of the employees in the Town of Hudson. With special attention to our first responders. It hasn't been easy for both Chiefs of our Police and Fire Departments the past few weeks and it doesn't appear that it's going to get much easier for a little while anyway. Hopefully all of this will subside. Hopefully we're on our way down, it's leveled off for the time being. The numbers will be telling in the next few days. We seem to be very prepared. I'm proud of our emergency management response to this. It was unexpected. We've done an outstanding job based on all the reports and what I read. We only have 1-4 cases here in Hudson. So even though Hillsborough County is the county that's been most effected, we've done well to be able to contain it. That says to me that emergency management is working well. Our educational material that is being provided to our citizens have had an impact. Our citizens are probably protecting themselves more in Hudson than they are anywhere else. So thank you to our citizens who wear masks in public. I encourage you to continue to do so. Please wear gloves. I saw an educational session today about how to clean your masks. You can wash them until they fray or the elastics break, you can continue using them so I hope people do that .Finally Mr. Chairman, this coming Sunday is Easter Sunday. Many of us won't be with our families and it's disheartening. It's going to be tough for a lot of people. I'm asking people to just ride it out. It won't be long. We'll be back with our families, enjoy each other's company. I miss being at the Selectmen's meeting. I wish I were there this evening.

Selectman McGrath - just a couple of things. I echo the comments that Selectman Coutu made concerning our employees, the EOC, all of our first responders. I think they're all under tremendous stress as most people are. But they're in a business that their stress levels everyday are very high but in this climate I think it's probably unbearable. I guess the last thing I'll say is I want everyone to have a blessed Easter and enjoy the time you have with your family. That's all that I have.

Selectman Roy - Along with echoing the thanks to the employees and the EOC, particularly for their flexibility with this. Things seem to change every day and they continue to adapt to those changes. There are a number of businesses and Towns people that have gone above and beyond to help us as a community get through this. I know Luk's Bar and Grill have given away free meals. Mickeys Pizza, the food pantry has done an outstanding job. The School District. I want to point out in particular, HCTV who has just been available to us on a moment's notice to get any word that we want out to the folks in Town. Hopefully our efforts are paying off and we continue to have low numbers. Continue to be diligent in washing your hands, wearing masks, social distancing. That's all I have.

Selectman Martin - I have nothing to say

Chairman Morin - I'd just like to echo what the rest of the Board said. Selectman Roy covered pretty much what I was going to say. This Town with our first responders, residents and businesses have worked as a community. I'll tell you the birthday party parades that have been going on and Luk's as she said, and everything, that's what makes Hudson such a great place to live and I just want to thank everybody myself for everything that's going on and how the Town is still staying together and we're operating the best we can and I appreciate it. Thank you.

6. NON-PUBLIC SESSION

Motion by Selectman Roy seconded by Selectman McGrath, to go into non-public session under RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.  
A roll call vote was taken, carried 4-1 with Selectman Martin in opposition.

Chairman Morin entered Nonpublic Session at 7:58 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public was asked to leave the room.

Chairman Morin entered open session at 8:37 p.m.

7. ADJOURNMENT

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

Recorded by HCTV and transcribed by Jill Laffin, Executive Assistant

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David S. Morin, Chairman

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Kara Roy, Vice-Chairman

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Marilyn E. McGrath, Selectman

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Roger E. Coutu, Selectman

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Norman G. Martin, Selectman

HUDSON, NH BOARD OF SELECTMEN

Minutes of the April 14, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin the meeting of April 14, 2020 at 7:01 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE - led by Chairman Morin

3. ATTENDANCE

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

Selectman Coutu participated remotely from his residence due to the covid-19 pandemic

Staff/Others: Steve Malizia, Town Administrator; Fire Chief Rob Buxton; Jill Laffin, Executive Assistant

4. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

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)

Selectman McGrath made a motion, seconded by Selectman Roy, to suspend the rules and nominate and appoint Ralph Alio and Paula Hubert each as full members to the Benson Park Committee with terms to expire 4/30/23. A roll call vote was taken. Motion carried 5-0.

Sustainability Committee - (3 vacancies - 2 member terms to expire 4/30/20; 1 alternate term to expire 4/30/20)

Deb Putnam (incumbent member)

Selectman McGrath made a motion, seconded by Selectman Roy, to suspend the rules and nominate and appoint Deb Putnam as a full member to the Sustainability Committee with a term to expire 4/30/23. A roll call vote was taken. Carried 5-0.

Cable Utility Committee - (2 vacancies - 2 member terms to expire 4/30/20)

Stewart Kroner (incumbent member)

Selectman Roy made a motion, seconded by Selectman McGrath, to suspend the rules and nominate and appoint Deb Putnam as a full member to the Sustainability Committee with a term to expire 4/30/23. A roll call vote was taken. Carried 5-0.

5. CONSENT ITEMS

Chairman Morin asked does any Board member wish to remove any item for separate consideration. Selectman Martin requested that Item 5C-1 be removed for separate consideration. Selectman Martin then made a motion, seconded by Selectman McGrath, to approve consent items A, D, E and F. A roll call vote was taken. Carried 5-0.

A. Assessing Items

- 1) All Veterans Tax Credits: map 151, lot 027, sub 001 - 13A Rangers Drive
- 2) Disabled Exemption: map 178, lot 13, sub 069 - 32 Mobile Drive

B. Water/Sewer Items - None at this time

C. Donations

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

D. 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

E. Calendar

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

Hudson Speedway

Hudson Speedway removed from consent items for separate consideration by Selectman Martin. Selectman Martin stated the reason I asked for this to be pulled is in reading the report from Inspectional Services it asks 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. Then I read the Chief of Police report and number one on his list says no alcoholic beverages will be sold, served, dispensed or consumed at the racetrack. So is the owner aware that he can't sell beer? To which the Town Administrator replied, yes he is. This is the permit for the basic race season. He's made a separate request to change Town Code to possibly allow alcohol sales. The problem with changing Town Code is you need two public hearings. While we're in this pandemic we don't recommend you have public hearings and subject the public to that. So I've communicated with him and said that's deferred until we get past this pandemic. So the permit would be, he applied for the permit, he understands the terms and conditions are to the Town Code as it currently is. Separate request for that, that's not part of this. This would be approving his permit following Town Code, no alcohol sales this season. Selectman McGrath stated, so whoever is going to make the motion to approve, I would include the language that there should be no alcohol sales on the premises until the Town Code has been changed. Town Administrator Malizia stated, if I may, the motion would be, 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, which specifies the no alcohol per the Town Code, and the Inspectional Services Division and subject to the State of New

Hampshire Covid-19 State of Emergency restrictions. The permit and the license both reflect that if gathering gets delayed, this would be delayed. So made sure I covered that.

Selectman Coutu said I'm ready to make that motion Mr. Chairman. To which the Chairman replied, that would be the one the Town Administrator just read? Selectman Coutu said, if you want me to re-read it I can. The Town Administrator read it saying, the motion would be 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. The motion was seconded by Selectman Roy. A roll call vote was taken. Carried 5-0.

6. OLD BUSINESS

A. Votes taken after Nonpublic Session on April 4, 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 from Chief Buxton

Chief Buxton started telling the Board, good evening members of the Board. I'm here with you weekly update regarding the covid-19 incident we're working. I provided you with three documents today for your package. One is the briefing, one is the costings associated with covid-19 and one is the incident action plan for this week that we're currently working through.

To date the United States has 582,000 cases. Worldwide we've seen over 120,000 deaths. In the United States as of today, we've had 23,654 deaths. In the State of New Hampshire we have 1,020 positive cases. With 27 deaths. Your packet says 23, they updated that number this afternoon. So that number has moved to 27. We have 398 cases of covid-19 in Hillsborough County. Hudson has moved from 1-4 to 10-19 cases within Town. So that's a pretty significant shift from where we were last Tuesday when I was here for case volume.

As we continue to move through our process if you caught the HCTV piece last Friday, Dr. Chan reported out on the impact of the community mitigation efforts that the State of New Hampshire has pushed forward. Although they're not using the words that it's working, they using the words that it's having an effect. The social distancing, the stay at home order, the remote learning, the closing of the essential businesses, we have not seen the rapid increase like the State of Massachusetts has seen or New York City. Our bubble, our surge has been more of a long drawn camel back type event. They're expressing that they continue to see that plateau and that long drawn out piece to continue and they express that it is also very important at this time that we stay very vigilant with our practices. Their concern is that as the weather gets good and everybody wants to get outside that we try to keep our social distance and only do those essential things that we're permitted to do currently underneath the State of Emergency.

Last week when I was here we reported out that we had received 15 rapid test kits from a company, Abbott Labs out of Scarborough Maine. They did receive those test kits. They have two of those machines up and running and that is because the supplies for the kits have been a little slow in coming in. So as they get more supplies they'll certainly put more of those test kits out. But as of today they have two up and running in the State for rapid testing.

To date our goals continue to be the same as they were last week. Provide employees with a healthy, safe work environment. And then continue to provide services to the community. Which I believe that we have done.

We continue to accomplish this through the Continuity of Operations Plan. We had several guidelines that were put into place last week regarding remote working, earned time usage, secondary employment. We reviewed all of the emergency orders that the Governor had pushed out. Those have been reviewed for impact on the community. We also did our messaging regarding the recreational programs and the conservation areas for the public hiking capabilities. We continue to review the CDC guidance that's out there.

This weekend kudos to the Rec Director and his staff for pulling together the Easter Bunny Parade. That was probably one of the highlights of the week for everybody as we saw the videos that continue to move around. So we're very happy with that.

We've also pushed out the performance surveys. We put an employee questionnaire along with a performance survey. Not that the event is over, but what can we identify as we continue to move forward. This afternoon I was on a call and they're still talking about we'll probably see the impact of another school pushout coming by the end of the week. Potentially even another 30 days of our current activities. That is what they're forecasting as we sit here tonight.

We continue to track all of our activities. We're still waiting on the educational opportunities regarding the reimbursement pieces and they're working out some difficulties of getting the federal program implemented into the state. So they continue to push that through. To date we've spent \$42,516. The bulk of that has been attributed to overtime costs when the openings. We had six firefighters that were under quarantine. We had two police officers that were under quarantine. So the associated costs for that was \$24,582 dollars for those quarantine periods. I'm happy to report tonight that you have no public safety officials in quarantine any longer. Everybody has been cleared. Those that were in quarantine, never became symptomatic for covid-19 or tested positive for covid-19. So they've all reported back to work. We still have one public works employee that is in isolation. That's from an external exposure, not from a work related exposure.

Our goals this week as we continue to communicate our plan we continue to implement the goals for the week inclusive of, we've brought Brian Groth on board to basically bolster our business practices and get as much information out to our business community as the State makes those programs through the State EOC. We're trying to get that information to the right hands so we can get that information pushed out. So we brought Brian into the EOC mix and he has been more than willing to jump in with both feet and get that pushed forward. We continue to look at our employee safety and health plans and what that's going to look like long-term as we get closer to what they consider to be a phased reopening to the State. We also have identified a goal is to trying to continue to improve this practice of virtual meetings and looked at some employee payroll changes, electronic distribution, and those types of things.

I'm certainly open to answer any questions you might have on any of the documents I've provided you tonight, to the best of my ability. But that is pretty much the activity in a nutshell for the week since the last time I was here.

Selectman McGrath asked the employees that were in quarantine, and they were exposed to the covid-19, are they going to be able to be tested at some point to see if they have some

immunity to it? Chief Buxton replied, that's a great question. Up until two hours ago they were not offering any asymptomatic testing in the State of New Hampshire. This afternoon at the press conference that the Governor held, he announced they'll be testing 6,600 asymptomatic long term health care facility employees to see if that is any benefit to looking at their benchmark to the long-term care impacts to the covid-19 events. Of the 27 deaths that we've had in New Hampshire the bulk of those deaths have been related to long-term care facilities. They at this point have not offered that to first responders. They have offered us the ability, if we're symptomatic, to get our testing done and pushed through the system quicker, but they are not offering asymptomatic testing. The second piece to that is they also have created an environment, where they're pushing what we have termed source testing, so if you're positive for covid-19 and you expose me as a first responder, we would get you tested and your test also goes to the front of the line to basically let us know if you're positive or not. So that's how they're handling the difference between frontline first responders and long-term health care piece. Selectman McGrath said, I'm not even sure that that test is available nationally. I listen to the reports pretty much every day and it seems to me that they're not offering that. They're really close to having it available. Chief Buxton added, one of the pieces that came out when they said they were testing 6,600 employees in long-term care facilities, we obviously raised our hand and said what is that going to do for testing State-wide. All of that collection of the samples will be done locally. The testing is actually going to be done at MIT and private universities. So it won't be done by the Public Health lab in the State of New Hampshire. So that's how they're kind of pushing that around.

Selectman Martin asked, are all the deaths that we had in New Hampshire confirmed covid-19 cases or are they elderly that have passed from other illnesses? Chief Buxton responded, great question. Right now all 27 of those deaths are confirmed covid-19 positive patients. You can't get on the list, you don't show up as a positive death from the State without having that test run. Some of the impacts to the testing that was done, approximately 14 days ago Huntington of Nashua on Kent Lane had an outbreak. They had some associated deaths. The testing is now just starting to come back. That's why you're starting to see that number creep up because they move over from a confirmed case to a death. That's how that takes place.

Selectman Martin then asked, not related to the covid-19, have you seen an increase or decrease in overdose from the drug thing we had going on before this hit? To which the Chief replied, no, we talked last time I was here, about the change in our response modeling. So we're actually seeing a lot more of this type of illness, flu-type symptoms and those types of things. Our overdoses have kind of fallen off a little bit. Some of that is because of the social distancing. Folks aren't out around as much as they were before so we'll attribute it to that.

Selectman Coutu asked, typically Chief, a person who is asymptomatic, what is the period of time they should isolate themselves? Chief Buxton responded, asymptomatic person that's been exposed is 14 days. That depends on the date of the projected exposure. So we had four first responders in the Fire Department, I'm going to use them as an example, that have been quarantined for 14 days. But their exposure was four days prior to our notification. So they were in quarantine for 10 days because they 10 and the 4 equal the 14. That's the way that works. It depends on the date of exposure. Public Health on the private side, not just the first responder side, but you sitting at home, if you get notified by Public Health that they feel like you had an exposure, they do a pretty intensive investigation trying to track a person's steps. So they can track the projected bubble of exposure that is available. You may get a phone call from them says, hey, you're probably unaware but Selectman Martin was at the grocery store today standing next to you and he is now positive and he said he had a conversation with you so you're on the list for us to notify. That's the way some of those things would take place.



Selectman Coutu then asked, how long has the employee from the Public Works Department been in isolation. Chief Buxton replied, they came on the list last Tuesday, I think it was. They had just gone on the list. So they'll be coming up this week on the end of their 14 days.

Seeing no further questions for the Chief, Chairman Morin thanked Chief Buxton for his update.

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

9. REMARKS BY THE TOWN ADMINISTRATOR

The Town Administrator said thank you to the Chief, I want to thank all of our employees for doing the best they can. It's been kind of different but I think most people have stepped up and tried to do the job to the best of their ability. So thank you.

10. OTHER BUSINESS/REMARKS BY SELECTMEN

Selectman Coutu - yes, I want to echo the remarks made by the Town Administrator and add to that. I took great pleasure going down through the intersection closest to my house where I knew the Easter bunny caravan was going to go by. It broke up an otherwise monotonous Easter, except that the time spent with Doris is not monotonous, I have to say that. I also want to thank the Fire and Police Department for escorting the caravan. They added an awful lot of smiles to the people along the route. I've seen like most of you, a lot of the videos that are being posted on Facebook relative to the caravan. I want to thank, again, the Emergency Management Team for doing an outstanding job for the Town of Hudson and more importantly I'd like to thank the citizens of Hudson for adhering to what we never thought we would have to become accustomed to, wearing gloves, wearing masks, keeping a safe social distance away from people. I know that our numbers are now somewhere between 10-15 here in Hudson but I see other towns of comparative size in Massachusetts and in New Hampshire that are doing a lot worse than we are.

Selectman Martin - I wanted to ask members of the Board is interested in taking up this topic of the Conservation Commission. To dispense whether at all tonight or you want to wait for another time. Selectman Roy said this should be an agenda item. To which Selectman Martin said, thank you, that's all I've got.

Selectman McGrath - I'll just echo the comments that Selectman Coutu just gave as well as the Town Administrator. I think that everyone that is adhering to the recommendations and trying to prevent this despicable epidemic to continue and to grow. I heard the other day, I didn't hear the full report so I haven't repeated it, but part of it was that the State of New Hampshire was among the top in the country for having a reduced rate because they're following the guidelines. That's something that everybody should be pleased about. Just to go one step further, I think that the Police and Fire Departments, as I said at the last meeting, our first responders, they must be under tremendous pressures. Especially when they go out on calls. They're dealing with people that may have this virus. It's got to be a worry for them and a worry for them that they're taking this home to their families. I thank them for their continued good work for the Town of Hudson.

Selectman Roy - Just to add to what everybody else is saying. I continue to be impressed with the generosity of the people of this community. People just keep giving back. Businesses that just keep giving back. It makes me proud to be a member of the community.

Chairman Morin - I'd just like to echo and I can speak for what Selectman Roy is talking about. This morning the Hudson True Value donated their truck to go up to the Food Pantry to get a very large amount of supplies for the Food Pantry. That's just one business in Town that's been doing it. T-Bones has been donating. I don't want to just focus on the Food Pantry because it's happening everywhere for all kinds of organizations it's great to see the Town step up. We always have in the past. It's just good to see it continue.

This is Telecommunicators Week. I want to recognize our Dispatchers from the Police and Fire. We don't talk about them very much but they're dealing with this whole problem as much as the Police Officers and Firefighters out on the streets, and they're confined to a little room. So I want to thank them for all the work they're doing. They affected by this as much as everybody else.

The Police Union worked with the Police Chief, you may see the Police Officers looking a little different for the next month or so. They're allowing to beards and they're letting the Dispatchers dress down and they even, want to make sure I say this correctly, they're allowing the female officers to do something with their hair. I'll leave it at that. Color it or something. But what it was if the officers were going to participate there was a donation. As of this afternoon the Chief had sent me an email saying they raised \$650 which will also go to the Food Pantry. So I just want to thank them.

11. NONPUBLIC SESSION

Motion by Selectman McGrath seconded by Selectman Roy, to go into non-public session under RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. A roll call vote was taken. Carried 5-0.

Chairman Morin entered Nonpublic Session at 7:29 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Morin entered open session at 7:40 p.m.

Selectman Roy made a motion seconded by Selectman Coutu to reduce payment on back taxes for the requested property to \$1,000 a month until the Emergency Order has been lifted by the Governor. A roll call vote was taken. Carried 5-0.

Selectman Martin made a motion, seconded by Selectman Roy to exit nonpublic session. A roll call vote was taken. Carried 5-0.

13. ADJOURNMENT

Motion to adjourn at 7:42 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.

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David S. Morin, Chairman

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Kara Roy, Vice-Chairman

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Marilyn E. McGrath, Selectman

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Roger E. Coutu, Selectman

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Normand G. Martin, Selectman

## HUDSON, NH BOARD OF SELECTMEN

### Minutes of the April 21, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of April 21, 2020 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE led Chairman Morin

3. ATTENDANCE

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

Selectman Roger Coutu participated remotely from his residence due to the Covid-19 pandemic

Staff/Others: Steve Malizia, Town Administrator; Rob Buxton, Fire Chief; Bill Avery, Police Chief; Jill Laffin, Executive Assistant

4. NEW BUSINESS

Covid-19 State of Emergency Update - Chief Buxton

Chairman Morin recognized Chief Buxton who started off explaining to the Board, I've prepared three documents for you this evening. 1) is a briefing update for the Board, 2) is the financial expenses accounting 3) is a copy of the Incident Action Plan that was adopted for this working week. As of today we have 787,000 cases in the United States. Probably the detail that should jump out at you tonight is the 39,643 cases and the 1,800 deaths in the State of Massachusetts, just to our south. In New Hampshire we have 1,047 positive with 42 deaths. Hudson has fallen is now classified in the 20-49 category. So there's 20-49 cases within the community.

We continue to see community transmission. Contact points with the public along with travel and those types of things. Last week we reported the State of New Hampshire was targeting long term care facilities for testing. They are still in the process of standing up those testing capabilities. At this point they're attempting to work towards how to increase the testing numbers in the State. To date we have just north of 12,000 tests that have been given in the State of New Hampshire but they have not done any mass testing for the general public. Over the weekend, last weekend, if you did not catch it on Channel 9, they had a cluster outbreak at Easter Seals in Manchester. Probably the biggest concerning point to the outbreak at Easter Seals was they tested 28 people positive but everybody was asymptomatic. So nobody was exhibiting any signs but they were positive for covid-19. That is the first test in New Hampshire that I've heard that they've actually tested, had a positive result with no symptoms and they're obviously transmitting it through the workspace, at Easter Seals. So we take that with all seriousness and now we uptick our due-diligence here, locally.

This past week we employed a new protective clothing measure for our frontline first responders in the street. We're utilizing a mask called the ENVO N95 mask. It is basically an N95 mask that's manufactured in North Hampton, NH, but it's a change out cartridge mask so we get longer use out of it. It can be washed daily. There's a silicone ring around the outside for some comfort for the user. Probably the best scenario I can give you, if you remember some of the nursing staff in some of the major hospitals, from wearing the mask all day they had the bruising around the face? This mask is a nice gel fit. Those came from the State. Retail-wise they're \$79 apiece. They came from the State. We've issued one to every first responder in the field. Both Police and Fire. They come with five separate change out cartridges for the filtering portion. We were able to

secure an additional 400 on the backside from the manufacturer to make sure we have continuous use moving forward.

We also are looking to deploy N95 masks in our field inspectional areas. So Inspectional Services, Land Use, Assessing and those areas. Public Works that are working out in the public venue every week, every day, and give them some better protection. They'll actually start being deployed tomorrow to increase their personal safety.

Last week we took a look at our messaging. One of the things that was always a moving target for us was, was the word we're attempting to get out, getting out? I can tell you that in the last 30 days, somewhere in the range of 184 residents have used State 211 which is the informational call bank. So we're actually one of the higher users in the State. I think that's because we're actually pushing people to the right spot to get the information. I know we are not heeding those calls internally in the Fire Department, so they're obviously getting their information from somewhere and that comes from that messaging.

Our website has seen an 83% increase in use. We've had over 50,000 visits to the Town's website to get information so that is certainly a positive. The Facebook page continues to be active and is getting shared all over the place. If you go and look at where our Facebook posts are being shared, it's not just in New Hampshire. That means we're putting good information out and folks are taking it, utilizing it.

HCTV, I cannot say enough about them. They have moved mountains to make sure they're available for us anytime we want to tape something. Whether it's sharing a message we have on their own Facebook page or getting a slide or show up on the television that we get from the State. They've done a great job for us.

The Command Staff continues to meet and move forward. We're reviewing the two surveys that were conducted last week. We'll actually have them on the agenda tomorrow for our Command Staff meeting. As of today we've spent \$47,547 on this incident. We have put in for a grant through the State of New Hampshire to recover \$34,598. \$10,000 of that will be utilized to purchase some new cleaning equipment to do some deep cleaning in the apparatus, the cruisers, and the Town owned vehicles. Along with two cart style deep cleaning machines to be utilized in the facilities, so for larger areas. The rest of that money, if awarded, will actually cover what we have spent to date in overtime costs. So we went after it to get as much as we could up front. Went after the 100% funded project first, get the overtime costs back, then move on with additional request through other grant programs in the recovery effort.

One of the concerns that was highlighted, and I shared with the Administrator earlier today, my biggest concern is making sure the recovery monies that the State is pushing out to us is done in a timely manner. Maybe we feel a little bit more anxiety here locally because we're a July to June budget. Try to have everything nicely cleaned up for the folks coming in to do the budgetary review, so we're trying to make sure we're identifying funding mechanisms that are going to be put back into the budget before the end of the budget season. So we're going after those first. The FEMA money is right now still at 75%. There was a request put in by the State to the Federal Government to increase that to 100%. But there's been no action on that yet.

Unfortunately, we have seven members of the Police Department that are in quarantine. They went into quarantine this past week. I know that Chief Avery is utilizing his Continuity of Operations Plan that was highlighted for you folks in the middle of March, to cover those openings. To the best of my knowledge everybody is continuing to quarantine at home. They have one positive case and they continue to move down that path of recovery.

Our goals for the week, or things we've accomplished for the week. We talked about the survey. If you didn't have an opportunity to catch the HCTV show last week, Brian Groth did a tremendous job on economic development and getting the information out that he is tracking. We've put him in contact, gathering information from the State and they're attempting to identify an additional stimulus package for business on the other side

so they get more funding. I believe Brian reported that the pay check assurance program actually is out of funds already. That is the second distribution of that program. They're actually attempting to fund that for a third time. That is a Federal program. To which Selectman Roy said, I believe that bill went to the President today. Selectman McGrath informed the group, it passed the Senate. It has to go before Congress on Thursday. They're not coming back until Thursday they've got enough time to waste.

Chief Buxton continued with his update stating, concerns for us, obviously we're seeing an increase in activity. Our call volume continues to escalate. We continue to see more cases. One of the things that was highlighted as a concern, at least in my world, is the Food Pantry cases have started to increase. So that is a concern as we watch that program. The School is dealing with remote learning through the rest of the calendar year. From speaking with the Superintendent, that is a challenge. It's not an easy thing to get accomplished. So they continue to deal with those things. They did move the end of the school year date, yesterday, to June 5<sup>th</sup>. They have a hybrid situation going on for April vacation.

One of the major things that we've started to ask for in the EOC as of late, obviously with the unemployment, CMC just had another layoff today of staff. We've actually asked them to put together a mapping algorithm to show communities in regards to where they're at with unemployment claims within the community. So we hope to get that spun around sometime quickly and then get that available for us for consideration, what the impact is here, locally.

Recreation program review this week is a priority for us. Wellness program for Town employees as we head into the 5<sup>th</sup> week. Teleconferencing efforts and short term and long term solidification of workspaces. So guards and separation type stuff. So we continue to work those programs and gather those pricings as we move forward. Selectman Martin asked Chief Buxton, do they happen to give you numbers of the, I know they give you the full number of deaths in New Hampshire, do they give you where they're from? Chief Buxton replied, I don't have that. Selectman Martin said he was just wondering.

Chairman Morin asked the Board if they had any questions. Selectman Coutu said, Chief, I'm sure the Chairman of the Board of Selectmen, Chairman Morin, advised you about each and every one of our concerns. I'm sure we all gave him different questions. I'm not privy to what other people asked the Chairman. I was concerned primarily about a situation here in Town, where we have a food market where employees were not wearing gloves, handing food. Employees congregating very close together, not social distancing at all. Face masks were sporadic. I asked about it. I noticed today that the company sent out an email to its customers advising us that they were going to have a directive tomorrow. I was under the impression that the directive was going to be earlier this week and if so, has anybody been monitoring the store that I mentioned in my email, in my message to the Chairman?

Chief Buxton replied saying, the Chairman brought your concern to me with the store name. We pushed that up through Public Health. Whether they have received a visit or not I can't confirm. Regarding private industry utilization of the CDC guidance, they're in charge of food prep type laws which come underneath the restaurant area which is not in my prevue. That is strictly licensed through the State. So they'll come out for a visit after they review our concern. So they may have gotten a visit today, they may not have. I can't confirm or deny that. Selectman Coutu then asked, so we have, as a governing body, we have no jurisdiction when we find that the employees are not social distancing and employees are handling food without gloves in a situation like the corona virus, we have no jurisdiction whatsoever? Chief Buxton responded to Selectman Coutu saying, so you are a non-self-inspecting community. That means that you have given all your rights for inspecting food prep areas to the State of New Hampshire. Where they come in and do the licensing. We don't do that locally here. So that's where that regulatory authority comes from. Regarding social distancing in the workplaces and those types of things, that is on the company themselves. That is not on us as a municipality. Selectman Coutu responded, thank you.

Upon no further questions from the Board, Chairman Morin thanked the Chief for his update.

5. SELECTMEN COMMENTS

The Selectmen did not have any comments this evening.

Chairman Morin - I've got two things real quick. A Budget Committee member got ahold of me last night. They were wondering if this Board would allow them to have a Budget Committee meeting in the near future in reference to possible budget deficiencies because of the covid-19 situation. I asked them to hold off until we get a presentation next week, Chief, with all the expenditures and everything. At this point we really weren't too bad. Hopefully with all the grants and funding from the Federal Government, at the 75%, we should come out pretty good. So they're going to wait. But is this Board's feeling on allowing that meeting to take place if they need it? Selectman Roy asked, how many members are they talking about? To which the Chairman replied, it would be the full Board, 11. Selectman Roy responded, I would suggest that if they're going to do that, they do it remotely. The Chairman said, we put a stop to all meetings, that's why they were asking. Selectman Martin said, my only comment is, statutorily, they're time to handle the budget is during budget presentations in the fall. Once it goes to the voters and the voters bless it and vote on it and say yes, this is yours, it comes back to the governing authority. I think, I'm not assured, but I think that anything to do with, we can show them, it's certainly not to hide anything, but statutorily it's the Board of Selectmen's budget again and we control it. The thing we got to be concerned with, which is cash flow, and that's being done. So I don't see the need to have that type of meeting. Selectman Morin replied, and I asked them to wait until after the presentation next week. They may get all the answers they need from that meeting.

Selectman McGrath responded saying, if they want to come in, I think they need to do it remotely. I think all of us are trying to do the right thing and protect ourselves and protect others. For them to come I think would be. Selectman Coutu agreed with the Chairman.

The Chairman went on to say I got a call from a couple residents who want to do a project to commemorate this pandemic. What they want to do is get tiles out to families to draw or put messages on. They'll collect all the tiles and then pick a location, a wall specifically somewhere, and put all these tiles up so they'll be a remembrance type of thing of this whole incident. At this point they're still working on that. But they asked me to run it by the Board to see if it's something that the Board would support so they can get moving on it. The Board agreed that they'd need more of a plan.

6. NONPUBLIC SESSION

*Motion by Selectman Martin seconded by Selectman Roy, to go into non-public session under RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. A roll call vote was taken. Carried 5-0.*

Chairman Morin entered Nonpublic Session at 7:21 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Selectman Martin made a motion, seconded by Selectman Roy to exit nonpublic session. A roll call vote was taken. Carried 5-0.

Chairman Morin entered open session at 7:53 p.m.

7. ADJOURNMENT

Motion to adjourn at 7:53 p.m. by Selectman Martin, seconded by Selectman Roy. A roll call vote was taken, carried 5-0.

Recorded by HCTV and transcribed by Jill Laffin, Executive Assistant

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David S. Morin, Chairman

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Kara Roy, Vice-Chairman

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Marilyn E. McGrath, Selectman

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Roger E. Coutu, Selectman

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Norman G. Martin, Selectman