



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

June 9, 2020

7:00 p.m.

BOS Meeting Room at Town Hall

Agenda

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ATTENDANCE**
4. **PUBLIC INPUT**

Any Hudson resident who wishes to submit public input can do so by emailing BOSpublicinput@hudsonnh.gov by 5:00 p.m. the day of the meeting. Please be sure to include your name & address with your public input. Also, please include a phone number that the BOS can reach you at should they wish.

5. **RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS**

- 1) **Recognitions**

HPD 20 Years of Service Awards

MPO Rachelle Megowen

MPO Matt Keller

- 2) **Appointment**

Zoning Board of Adjustment (5 alternate member vacancies 4 of which expire 12/31/21 & 1 which expires 12/31/23)

Leo Fauvel (appointment as alternate member)

3) Nomination

Benson Park Committee - (1 alternate member vacancies which expires 4/30/22)

Kevin Cormier (nomination for alternate member)

6. CONSENT ITEMS

A. Assessing Items

- 1) Charitable Exemption: Map 109, Lot 10 - Southern NH Medical Center
- 2) Institutional Exemption: map 182, Lot 049 - Hudson Community Church, UCC
- 3) Elderly Exemption: Map 198, Lot 030, sub 002 - 13B A St.
- 4) All Veterans Tax Credit: Map 168, Lot 125 - 8 Windham Rd.
- 5) Veterans Tax Credit: Map 193, Lot 026 - 47 Bush Hill Rd.; Map 168, Lot 068, Sub 052 - 332 Fox Run; Map 198, Lot 057 - 6 Tessier St.; Map 216, Lot 018, Sub 032 - 42 Quail Run Dr.; Map 197, Lot 106 17 Cedar St.

B. Water/Sewer Items - None

C. Licenses, Permits and Policies

- 1) Recommendation to Readopt Investment Policy
- 2) Recommendation to Readopt Fund Balance Policy

D. Donations

\$100 T-Bones Gift Card donated to HPD for lunch for the Department from Tom, Hannah and Lauren Siracusa

E. Acceptance of Minutes

- 1) Minutes of the May 19, 2020 Meeting
- 2) Minutes of the May 26, 2020 Meeting

F. Calendar

- 6/10 7:00 pm Planning Board - Hudson Community Center
6/13 9:00 am Planning Board Site Walk - Green Meadow Golf Course
6/16 7:00 pm Municipal Utility Committee - Hudson Community Center
6/16 7:00 pm Board of Selectmen - BOS Meeting Room

7. **OLD BUSINESS**

- A. Selectman Martin made a motion to seal the non-public meeting minutes of this evening's meeting. This was seconded by Selectman Coutu. Carried 5-0.
- B. Selectman Martin made a motion to adjourn at 9:19 pm, this was seconded by Selectman Roy. Carried 5-0.

8. **NEW BUSINESS**

- A. Covid-19 Update
- B. Resignation of Firefighter/AEMT Joshua Frumkin
- C. Cyclical Data Collection Contract - Addendum #2
- D. Police Department Dispatch Emergency Exit
- E. Police Department Police Utility Vehicles
- F. May Revenues and Expenditures
- G. Board Discussion - Right to Know Law/Texting during BOS Meetings

9. **REMARKS BY SCHOOL BOARD**

10. **REMARKS BY TOWN ADMINISTRATOR**

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

12. **NONPUBLIC SESSION**

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

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

(d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community

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

13. **ADJOURNMENT**

Reminder ... Items for the next agenda, with complete backup, must be in the Selectmen's Office **no later than 12:noon on June 11, 2020.**

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

Aspd
 3-24-20
 5.2

Date: 3/10/20

LEO FAUVEL 13 PONDEROSA DR
 Name Street Address

(603) 889 5395
 Home Phone Number Work Phone Number

RETIRED
 Occupation (or former occupation, if retired)

RECEIVED
 MAR 10 2020
 TOWN OF HUDSON
 SELECTMEN'S OFFICE

Education/Special Interests

13 YEARS PRIOR EXPERIENCE ON ZONING BOARD
 Professional/Community Activities

VACANCY
 Reason(s) for applying

CHARLIE BRACKET
 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 type="checkbox"/> | Alternate <input checked="" 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 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 checked="" type="checkbox"/> Zoning Board of Adjustment | | |

Area(s) of Expertise:

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

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

Circle One

Yes No Hudson Resident

Leo Fauvel
 Signature of Applicant

 e-mail address

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

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

RECEIVED

MAY 21 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE

53

Submission information

Form: Board & Committee Application [1]
Submitted by Visitor (not verified)
Wed, 05/20/2020 - 1:07pm
75.68.92.247

Date

Wed, 05/20/2020

First Name

Kevin

Last Name

Cormier

Street Address

10 Nevens st

Home Phone

6037651896

Work Phone

Education

HS diploma/Some college completed

Occupation (or former occupation if retired)

Production Manager

Special Interests

Sports, Music, outdoors

Benson Park Committee
or 1st term to expire
~~Rec Committee~~ 4/30/22

Professional/Community Activities**Reference**

Carolyn Cormier

Reason for Applying

I am very interested in the town and seeing the town improve and flourish. I would like to be a voice for the citizens of Hudson .

Please check the area in which you are interested in serving:

Member

Please select area of interest

- Benson Park Committee
- Citizens Traffic Advisory Committee
- Conservation Commission
- Recreation Committee
- Sustainability Committee

Areas of Expertise

Other

Are you a Hudson, NH resident?

yes

E-mail Address:

kcormier1964@gmail.com

Source URL: <https://www.hudsonnh.gov/node/42498/submission/6401>

Links

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



TOWN OF HUDSON

Office of the Assessor

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

www.hudsonnh.gov

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

RECEIVED

MAY 28 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE



Agenda
6-9-20

6A.1

TO: Board of Selectmen
Steve Malizia, Town Administrator

June 2, 2020

FROM: Jim Michaud, Chief Assessor *Jr*

RE: 2020 Charitable Exemption Application
Map 109 Lot 10 – Southern NH Medical Center

The Town received a charitable exemption application from Southern New Hampshire Medical Center (SNHMC) for their property and facility at 300 Derry Road, as it has for prior years. In prior years this facility also had a PILOT (Payment In Lieu of Taxes) agreement on the property, that has since expired. The department has had discussion with SNHMC to renew the agreement, that proposed renewal agreement is attached, and has been reviewed favorably by Attorney Dave LeFevre, as well as SNHMC is in agreement. A PILOT agreement, as allowed for under RSA 72:23-n, allows a municipality to negotiate a voluntary payment of some property taxes from entities that are typically property tax exempt. This particular facility has both the traditional charitable exemption components (hospital-based services that have a charity component), as well as other, less traditional, exemption qualifying components (i.e. a medical office building etc).

The request is to have the BOS both (1) grant the full exemption, contingent on (2) signing the attached PILOT agreement. That is the order this needs to be done, and both actions are necessary to effectuate this process.

The basis of the voluntary property tax load is two-fold ; (1) that 66.67% of the facility is taxable, and (2) that they pay on 37% of the total tax rate. The 66.67% is based on the agreed to non-charitable value of the entire facility, one takes the current total assessment of \$2,563,000 x .6667 = \$1,708,752 taxable assessment basis. The 37% tax rate figure (\$7.50) figure represents an approximation of what the municipal (\$5.55) and county (\$1.15) portions of the total prior 2019 tax rate (\$20.28) are. The above approach is reasonably consistent, though not exactly so, with the PILOT agreements worked out with SNHMC in Nashua, Pelham, Amherst and Milford, all facilities not being exactly the same in design nor use.

This agreement covers a 5-year term, with an allowance for another 5-year term, with various breakpoints for either side to remove itself from the agreement if necessary,

TOWN OF HUDSON
PAYMENT OF LIEU OF
TAXES
AGREEMENT

This agreement is entered into on this ___ day of _____, 2020 by and between the Town of Hudson of 12 School Street, Hudson, New Hampshire, (hereinafter referred to as the "Town") and Southern New Hampshire Medical Center of 8 Prospect Street, Nashua, New Hampshire, (hereinafter referred to as the "Taxpayer"), the parties agree as follows:

WHEREAS; the Taxpayer owns real property located in the Town of Hudson with an address of 300 Derry Road, Map 109 Lot 10. Said property is utilized by the taxpayer as a medical center;

WHEREAS; the Taxpayer believes its real estate and its facility located in the Town of Hudson qualifies as a charitable use and should therefore be exempt from the payment of real estate taxes pursuant to RSA 72:23;

WHEREAS; the Town has questioned the position of the Taxpayer in the past and had intended to deny the Taxpayer the charitable tax exemption in its totality in the past;

WHEREAS; the Town and the Taxpayer have concluded that it is in their respective best interests to enter into a good faith compromise and to enter into this agreement without admission by either party;

WHEREAS; the parties believe that such an agreement is fair, reasonable and will provide long term certainty with respect to the annual payments to be made by the Taxpayer and to be received by the Town of Hudson; and

WHEREAS; accordingly, the parties have reached an agreement to have the Taxpayer make an annual payment to the Town of Hudson in lieu of taxation as is more particularly described

below.

NOW THEREFORE, the Town and the Taxpayer, for good and sufficient consideration, the receipt of which is hereby acknowledged agree as follows:

1. At all times during the term or extended term of this agreement, the Taxpayer will timely file the list of property required by RSA 72:23-c on BTLA Form 9 (or its successor form), and shall timely file statements of financial condition for the preceding fiscal year as are required by RSA 72:23 V on BTLA Form 12 (or its successor form). Further, each year by June 1 the Taxpayer will provide the Town with a report setting forth the alleged charitable work that purports to support their claim for an exemption in the Town of Hudson.

2. So long as the taxpayer complies with the terms of this agreement, the Town of Hudson shall cause the calculation of the tax obligation pertaining to the property of the Taxpayer to be established as set forth below and within thirty (30) days of receiving the annual notice of tax from Hudson each year, Taxpayer will make payment of the amount specified therein, which payment will be calculated pursuant to Section 4 below. Such assessment of tax shall be subject to statutory collection proceedings against real estate as prescribed by RSA 80.

3. Approximately one third of the existing facility is utilized for outpatient hospital services, such as Radiology Services, Physical Rehabilitation, and Lab Services. Accordingly Hudson will exempt from this agreement one-third percent (33.333%) of the total assessment of the existing facility. Thus the calculation of the PILOT payment agreed to herein will be based on 2/3rds (66.667%) of the assessed values of the existing land and building assessments on a year to year basis

4. Hudson shall, for each year, in accordance with the same methodology it uses to assess comparable real estate subject to its taxing authority, will assess the Taxpayer's property and impose a tax calculated at thirty-seven percent (37%) of Hudson's overall tax rate multiplied by .6667% of the assessed value of the property. Hudson will send to the Taxpayer one annual tax notice to coincide with the tax billing generated in general within the Town of Hudson.

5. The Taxpayer will make the annual payments in lieu of taxation within thirty (30) days of receipt of the annual bill. Notwithstanding the foregoing, the parties agree that the Taxpayer will have the right to challenge the assessed value that Hudson assigns to its property, which challenge shall be governed and decided by the laws that apply to tax abatement actions (RSA 76:16 and RSA 76:17 etc).

6. The property that is subject to this agreement is the land and existing buildings at 300 Derry Road, Hudson, New Hampshire (Map 109, Lot 10). In the event the Taxpayer increases or decreases the property it owns in the Town of Hudson, by acquisition, improvement or sale, the amount subject to assessment per this Agreement will be increased or decreased based on the assessed value of the property the Taxpayer owns, uses and occupies for the same purposes as the subject property as of April 1 of each tax year calculated as is set forth herein. If the taxpayer increases or decreases the amount or percentage of building square footage and for outpatient hospital services both parties will mutually agree, within 30 days of the changed building square footage, on a different percentage of the assessment that should be classified as exempt for purpose of this PILOT agreement herein.

7. It is the intent of the parties that the arrangement expressed in this agreement shall, unless terminated by either party, pursuant to the provisions of this agreement, continue for a minimum of five (5) years, covering the 2020 through 2024 property tax years. The Taxpayer shall

have the right to extend this agreement for additional five (5) year terms by giving written notice to Hudson prior to the April, 2024 tax year, and April 1 of the last tax year of any extension of this agreement.

8. Notwithstanding the foregoing, either party may terminate this agreement by giving written notice of termination to the other party prior to April 1, 2024, or the last year of any extension of this agreement. Additionally, this agreement may be terminated by either party in the event that there is a change in New Hampshire or Federal Law that relates to the entitlement to a tax exemption for charitable purposes. In addition, the Taxpayer has the right to terminate this agreement in the event there is a change in law that has or will have a material effect on their financial condition. Any party terminating this agreement for reasons set forth in this paragraph shall give notice to the other party no later than April 1 of the year in which such termination is intended to take effect.

9. This agreement shall not be construed and is not intended to constitute an agreement by the Town of Hudson that the Taxpayer is entitled to the charitable exemption claimed nor, correspondently, shall this agreement be construed or intended to constitute an agreement by the Taxpayer that they are not entitled to the claimed exemption and, therefore, owe taxes to the Town of Hudson. This agreement shall not constitute an admission by either party as to the validity of the respective legal positions advanced by either party. It is clearly understood that this agreement is being entered into by the parties for the purpose of resolving any potential dispute involving past competing claims in order to purchase peace and avoid the cost, inconvenience and uncertainty of any protracted litigation. As such, each party reserves their right to pursue any argument or claim that may be available to them upon the expiration or earlier termination of this agreement. In this regard, upon the expiration or earlier termination of this agreement, by either party, the Taxpayer may apply

for a charitable exemption and Hudson reserves all rights in its review and action on such application.

10. In the event of a breach of this agreement the non-breaching party shall be entitled to all remedies available at law and or in equity including the right of specific enforcement of this agreement.

11. Hudson and the Taxpayer represent and warrant that pursuant to RSA 72:23-n, that each has authority to enter into this agreement and that all applicable laws, ordinances, rules and procedures have been met regarding the approval and execution of this agreement.

12. Any written notice required by this agreement shall be given in writing or by Electronic means, with proof or acknowledgement of receipt required. Notice to the Town shall be sent to the Board of Selectmen, Town of Hudson, 12 School Street, Hudson, New Hampshire. Notice to the Taxpayer shall be sent to: Scott Cote, Vice President of Facilities and Emergency Management, Southern NH Health System, 8 Prospect Street, Nashua, New Hampshire.

13. The Taxpayer upon written notice to the Town that sets forth the reason for exercising its rights under this paragraph has the right to assign the agreement to another charitable organization upon approval of the Town of Hudson, which approval shall not be unreasonably withheld.

14. This agreement contains the entire agreement between the parties with respect to the Taxpayer's entitlement to a charitable tax exemption, and it supersedes any prior understandings, agreements or representations by or between the parties, written or oral, that might have related to the subject matter of the agreement in any way.

15. This agreement shall be governed and interpreted under New Hampshire Law.

TOWN OF HUDSON
BOARD OF
SELECTMEN

DATED: _____

By: Duly Authorized

SOUTHERN NEW HAMPSHIRE
HEALTH SYSTEM

DATED: _____



By: Duly Authorized

TOWN OF HUDSON
PAYMENT OF LIEU OF
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TOWN OF HUDSON
BOARD OF
SELECTMEN

DATED: _____

By: Duly Authorized

SOUTHERN NEW HAMPSHIRE
HEALTH SYSTEM

DATED: _____



By: Duly Authorized

and also further language that allows for a mutual process to occur when the facility expands, which is more likely than not. It should be pointed out that SNHMC is a welcome corporate property owner in the Town, that they not only provide good jobs within their facility, they also provide a reported Community Benefit in 2019 of "...\$3,349,001 represents uncompensated and charity care provided to over 3,793 residents of Hudson" in 2019.

This initiative that my office has undertaken represents approx. \$12,816 in 2019 tax dollars, the 2020 tax rate likely will be higher than the 2019 tax rate, thus a few more dollars than that for 2020 tax year. The PILOT tax bill will be a separate tax warrant for the BOS to sign towards the end of each calendar year, once a year. I ask for BOS support of this PILOT agreement renewal.

Motion #1:

To approve a charitable exemption for the 2020 tax year for Southern New Hampshire Medical Center property located at 300 Derry Road, Tax Map 109 Lot 10 as recommended by the Assistant Assessor.

Motion #2:

To approve the "Payment in Lieu of Taxes" (PILOT) agreement as negotiated by the Chief for the Southern New Hampshire Medical Center at 300 Derry Road, Tax Map 109 Lot 10.

Cc: File

2020SNHMCPILOTBosMemo

The State of New Hampshire

List of Real Estate and Personal Property on which Exemption is Claimed

Pursuant to RSA 72:23-c

This form must be filled in and filed annually before April 15. The **ORIGINAL** list must be filed with the selectmen (assessors) of the town (city) in which such property is located. A **DUPLICATE** copy should be retained by the applicant. Failure to file this list may result in denial of the exemption.

This is to certify that the answers to the following interrogatories are true and correct to the best of my knowledge and belief and that I am duly authorized to sign on behalf of the applicant organization.

Date: April 10, 2020 Signed by: 
Paul Trainor - Senior Vice President/CFO/Treasurer

1. Name of applicant organization: Southern New Hampshire Medical Center/Foundation Medical Partners
~~OWNER OF PROPERTY OR PRINCIPAL OCCUPANT~~ - CIRCLE ONE OR BOTH

2. Mailing address and telephone number: 8 Prospect Street, PO Box 2014, Nashua, NH 03060
Telephone: 603-281-8867

3. In what municipality is this exemption claimed? Hudson, New Hampshire

4. Under which section is applicant requesting exemption: (An organization may not claim multiple exemptions under separate provisions of RSA 72:23)
RSA 72:23 III (religious) _____ RSA 72:23 IV (educational) _____ RSA 72:23 V (charitable) XXX
(Form A-12 must also be filed, if applicant is requesting exemption as a charitable organization.)

5. Is the applicant organization organized or incorporated in New Hampshire (Yes XX No _____)
Does it have a principal place of business in this state (Yes XX No _____). If yes, where:
8 Prospect Street, Nashua, New Hampshire, 03060 603-281-8867
ADDRESS TELEPHONE NUMBER

6. State general purpose for which applicant is organized or incorporated: Provision of healthcare services to the Hudson Community.

7. If applicant is requesting exemption as a charitable organization under RSA 72:23, V:
(a) What service of public good or welfare is provided? Healthcare Services
(b) Who are the beneficiaries of this service? Hudson Community
(c) Is there a charge for this service? Yes If yes, explain Charges and bills various insurance carriers and other third parties. Individuals receive care without regard to race, religion or ability to pay for the services.
(d) For what purpose is any income used? Acquisition and replacement of equipment to continue to meet the healthcare needs of the community.

8. If the applicant is a religious organization, is it a regularly recognized and constituted denomination, creed or sect? N/A
If so, give its generally recognized name N/A

The State of New Hampshire

CHARITABLE ORGANIZATION FINANCIAL STATEMENT

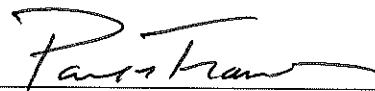
Pursuant to RSA 72:23, VI requires every charitable organization or society to file a statement of financial condition with the selectmen (assessors) of the town (city) in which such charitable property is located. This statement is due annually, before June 1st. In compliance with this statute, please complete and return this form with attachments if necessary.

For Fiscal Year October 1, 2018 to June 30, 2019

1. In what municipality is this exemption claimed? Hudson, New Hampshire
2. Name of Organization or Society Southern New Hampshire Medical Center/Foundation Medical Partners
3. Name(s) and Address(es) of the Principal Officers:

Timothy J. Whitaker - Chairperson of the Board of Trustees	8 Prospect Street
Michael S. Rose - President/CEO	Nashua, New Hampshire
Paul Trainor - Senior Vice President/CFO/Treasurer	03060
4. Internal Revenue Service Identification Number: SNHMC 02-0483054 FMP 02-0456218
5. Date of Registration or Incorporation with the N.H. Secretary of State: _____
Southern New Hampshire Medical Center – 1892 Foundation Medical Partners - 1992
6. Attach financial statement or best evidence available of the organization's source of income and expenditures in the preceding fiscal year.
7. If your organization or society files INTERNAL REVENUE SERVICE FORM 990, or other similar non-profit informational return, please enclose a copy.

Signature: _____

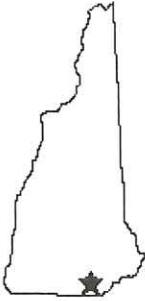


(Treasurer, or Principal Officer)

Paul Trainor

Senior Vice President/CFO/Treasurer

Send Original form and accompanying information to local assessing officials.
A duplicate copy should be retained by Property Owner.



TOWN OF HUDSON

Office of the Assessor

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

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JUN 16 2020
TOWN OF HUDSON
SELECTMEN
www.hudsonnh.gov



Agenda
6-9-20

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

6A.2

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: June 9, 2020

FROM: Jim Michaud, Chief Assessor *JM*

RE: Institutional Exemption

I have reviewed and qualified the following application for Religious Exemption.

Religious Exemption Request – RSA 72:23 III:

Hudson Community Church, UCC – map 182/ lot 049

Completed application is available in the Assessor’s office for your review.

MOTION:
Motion to grant the Institutional Exemption listed to the property owner referenced in the above request.

David S. Morin, Chairman

Kara Roy, Vice Chairman

Roger E. Coutu

Marilyn McGrath

Normand G. Martin

Agenda
6-9-20



TOWN OF HUDSON
Office of the Assessor

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

www.hudsonnh.gov


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



6A-3

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: June 9, 2020

FROM: Jim Michaud, Chief Assessor 

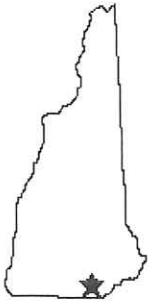
RE: Elderly Exemption:

13B A St. – map 198/ lot 030/ sub 002

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

Robert and Cheryl Silverman 13B A St. – map 198/ lot 030/ sub 002

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



TOWN OF HUDSON

Office of the Assessor

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

www.hudsonnh.gov

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TOWN OF HUDSON
SELECTMEN'S OFFICE



Agenda
6-9-20

6A.4

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

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: June 9, 2020

FROM: Jim Michaud, Chief Assessor *AM*

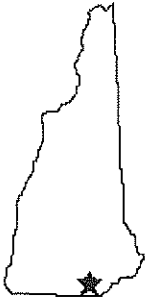
RE: All Veterans Tax Credit:

8 Windham Rd. – map 168/ lot 125

I recommend the Board of Selectmen sign the PA-29 form granting an All Veterans Tax Credit to the property owner listed below. The resident has provided a copy of their DD-214 verifying that they qualify for the credit.

Donna Boucher - 8 Windham Rd. – map 168/ lot 125

MOTION: Motion to grant an All Veterans Tax Credit to the property owner referenced in the above request.



TOWN OF HUDSON

Office of the Assessor

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

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Agada
6-9-20

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

6A5

TO: Board of Selectmen
Steve Malizia, Town Administrator

DATE: June 9, 2020

FROM: Jim Michaud, Chief Assessor *JM*

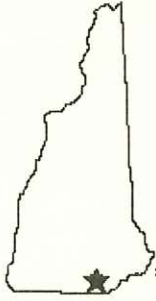
RE: Veteran Tax Credits:

- 47 Bush Hill Rd. – map 193/ lot 026
- 332 Fox Run – map 168/ lot 068/ sub 052
- 6 Tessier St. – map 198/ lot 057
- 42 Quail Run Dr. – map 216/ lot 018/ sub 032
- 17 Cedar St. – map 197/ lot 106

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

- Arrash Bitaraf - 47 Bush Hill Rd. – map 193/ lot 026
- Joseph Motika-332 Fox Run – map 168/ lot 068/ sub 052
- Joshua Stephens - 6 Tessier St. – map 198/ lot 057
- Charles Chapman - 42 Quail Run Dr. – map 216/ lot 018/ sub 032
- Adam Vergato - 17 Cedar St. – map 197/ lot 106

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




TOWN OF HUDSON
Finance Department

Agenda
6-9-20
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TOWN OF HUDSON
SELECTMEN'S OFFICE
6C:1



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

To: Steve Malizia, Town Administrator

From: Kathy Carpentier, Finance Director 

Date: May 27, 2020

Subject: **Recommendation to Readopt Investment Policy**

Please accept this memo as a request to be placed with the consent items of the Board of Selectmen's next agenda.

Recommendation:

I am recommending the proposed Investment Policy be readopted by the Board of Selectmen as required by RSA41-9 VII.

Motion:

To readopt the Investment Policy as proposed by the Finance Director.

Cc: Rachael Burnell, Town Treasurer

Town of Hudson, NH



Policies and Procedures

Section: Investment Policy

Policy Number:	Revision Number:
Approved By: Board of Selectmen	Revision Dates: 06/28/2016
Origination Date: 3/9/1992	Review Frequency: Annually

INVESTMENT POLICY

I. PREFACE

The Town of Hudson's investment policy establishes a framework for the safe and prudent investment of public funds. This policy provides guidance and direction for the Town of Hudson to conduct the daily investing activity in addition to improving consistency, creating and defining accountability and in ensuring that laws are followed.

II. SCOPE

The investment policy applies to all financial assets in the custody of the Treasurer of the Town of Hudson. These funds are accounted for in the Town of Hudson's annual audited financial reports and include the following:

- General Fund
- Special Revenue Funds
- Capital Project Funds
- Agency Funds
- Any new funds created by the Town of Hudson, unless specifically exempted by the governing body, in accordance with the law.

Furthermore, the investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds.

Except for cash in certain restricted and special funds, the Town of Hudson will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation in accordance with generally accepted accounting principles.

III. OBJECTIVES

The investment policy objectives are stated below:

- To ensure the preservation of capital and the protection of investment principal.

- To maintain sufficient liquidity to meet operating requirements.
- To satisfy all legal requirements.
- To attain market-average rate of return on investments taking into account risk, legal constraints and cash flow considerations.
- To assure assets will only be invested in obligations of the United States Government, the public deposit investment pool established pursuant to RSA 383:22 (Appendix C), deposits or certificates of deposits in solvent banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State Treasurer (RSA 6.7) (Appendix B).

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

The Town of Hudson will minimize interest rate risk by Investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy.

The investment policy shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above.

IV. DELEGATION OF AUTHORITY

Authority to manage the investment program is granted to Town Treasurer and derived from and in accordance with chapter 41:29 of the Revised Statutes Annotated (RSA), (Appendix A).

- No person may engage in an investment transaction except as provided under the terms of this policy and the internal procedures and controls hereby established.
- Responsibility for the operation of the investment program is hereby delegated to the Treasurer, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy.
- Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Town of Hudson.
- No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for

all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

V. PRUDENCE

The investment policy will be conducted in accordance with the "prudent person" standard which requires that:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict (or appear to conflict) with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials shall disclose to the Board of Selectman any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of this jurisdiction's portfolio.

Employees and officers shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to the timing of purchases and sales.

VI. INTERNAL CONTROLS

The internal controls for the Town of Hudson shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, and imprudent actions by employees of the Town of Hudson.

The internal controls structure shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordkeeping
- Custodial safekeeping
- Avoidance of physical delivery securities
- Clear delegation of authority to subordinate staff members
- Written confirmation of transactions for investments and wire transfers
- Dual authorization of wire transfers
- Development of a wire transfer agreement with the lead bank and the third-party custodian

Accordingly, the Treasurer shall establish a process for an annual independent review and said compliance should be assured through the Town of Hudson's annual independent audit.

VII. INVESTMENT INSTRUMENTS

The Town of Hudson shall invest its funds in accordance with RSA 41:29 (Appendix A).

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (payroll and accounts payable) as well as anticipated revenue inflows.

VIII. POLICY CONSIDERATIONS

Any investment currently held that does not meet the guideline of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

IX. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

Before the Town of Hudson invests any excess funds in investment instruments, with the exception of United States Treasury securities maturing in less than one year, a competitive bid process shall be conducted by the Treasurer.

Bids shall be requested from qualified financial institutions for various options with regards to terms and instruments. The Treasurer will accept the bid(s) which provide(s) the highest rate of return, within the maturity required, and within the parameters of this policy, taking into consideration all associated costs, requirements and capabilities.

X. QUALIFIED INSTITUTIONS

The Town of Hudson will abide to RSA 41:29 (Appendix A) and RSA 383:22-24 (Appendix C) as the source and foundation of its qualified institution criteria.

XI. SAFEKEEPING AND COLLATERALIZATION

Deposits shall be fully collateralized with the delivery of US government obligations, US government agency obligations, or obligations of the State of New Hampshire in market value at least equal to 100% of the cash deposit in each case. Collateral shall be wired to the municipality's joint custody account at the Federal Reserve Bank of Boston or Federal Reserve Bank of New York no later than the day cash deposits and/or investments are wired/transferred.

Safekeeping procedures shall be reviewed annually by the Town of Hudson's independent auditors.

XII. ACCOUNTING

All cash bank balances will be reconciled monthly by the Treasurer and reported to the Town of Hudson Accountant under the direction of the Finance Director on a monthly basis. General ledger entries will be posted to the general ledger system at said time in order to accurately reflect the Town of Hudson's cash position.

XIII. PERFORMANCE EVALUATION

The Town of Hudson shall require, from any institution in which investing activity is conducted, sufficient routine reports/documentation to enable an accurate evaluation to be made as to the results of the Town of Hudson's investment program as it relates to the their stated objectives, guidelines and policies, and to assist in revealing areas for potential improvement.

XIV. APPROVAL OF INVESTMENT POLICY

This policy shall be reviewed at least annually by the Board of Selectmen, or its designee, with changes made as warranted, followed by re-adoption by the Board of Selectmen in accordance with RSA 41:9 Financial Duties (Appendix D)

APPENDIX A

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

**CHAPTER 41
CHOICE AND DUTIES OF TOWN OFFICERS**

Town Treasurer

Section 41:29

41:29 Duties of Elected and Appointed Town Treasurers. –

I. The town treasurer shall have custody of all moneys belonging to the town, and shall pay out the same only upon orders of the selectmen, or, in the case of a conservation fund established pursuant to RSA 36-A:5, upon the order of the conservation commission, or in the case of a heritage commission fund established pursuant to RSA 674:44-a upon the order of the heritage commission, or in the case of fees held pursuant to RSA 673:16, II, upon the order of the local land use board or its designated agent, or in the case of a recreation revolving fund established pursuant to RSA 35-B:2, upon the order of the recreation or park commission, or in the case of fees deposited by the town clerk pursuant to RSA 41:25, upon the invoice of the town clerk, or other board or body designated by the town to expend such a fund.

II. The treasurer shall deposit all such moneys in participation units in the public deposit investment pool established pursuant to RSA 383:22 or in federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, except that funds may be deposited in federally insured banks outside the state if such banks pledge and deliver to a third party custodial bank or the federal reserve bank collateral security for such deposits of the following types:

- (a) United States government obligations;
- (b) United States government agency obligations; or
- (c) Obligations of the state of New Hampshire in value at least equal to the amount of the deposit in each case.

III. The town treasurer shall keep in suitable books provided for the purpose a fair and correct account of all sums received into and paid from town treasury, and of all notes given by the town, with the particulars thereof. At the close of each fiscal year, the treasurer shall make a report to the town, giving a particular account of all his or her financial transactions during the year and account balances at year end. The treasurer shall furnish to the selectmen statements from the treasurer's books, and submit the books and vouchers to them and to the town auditors for examination, whenever so requested.

IV. Whenever the town treasurer has in custody an excess of funds which are not immediately needed for the purpose of expenditure, the town treasurer shall invest the same in accordance with the investment policy adopted by the selectmen under RSA 41:9, VII. The treasurer may invest in the public deposit investment pool established pursuant to RSA 383:22, in deposits, including money market accounts or certificates of deposit, of federally insured banks chartered under the laws of New Hampshire or the federal government with a branch within the state, or in obligations fully guaranteed as to principal and interest by the United States government. The obligations may be held directly or in

the form of securities of or other interests in any open-end or closed-end management-type investment company or investment trust registered under 15 U. S.C. section 80a-1 et seq., if the portfolio of the investment company or investment trust is limited to such obligations and repurchase agreements fully collateralized by such obligations.

V. The treasurer shall insure that prior to acceptance of any moneys for deposit or investment, including repurchase agreements, the federally insured bank shall make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

VI. The treasurer may delegate deposit, investment, recordkeeping, or reconciliation functions to other town officials or employees provided such delegation is in writing and includes written procedures acceptable to the selectmen, or in the case of a town operating under RSA 37, to the town manager, and is agreeable to all parties involved. However any such delegation shall only be made to a town official or employee bonded in accordance with RSA 41:6 and rules adopted by the commissioner of revenue administration under RSA 541-A. Such delegation shall not eliminate the responsibility of the treasurer to comply with all statutory duties required by law.

VII. The treasurer shall ensure that all moneys remitted shall be deposited at least on a weekly basis, or daily whenever funds remitted from all departments collectively totals \$500 or more. Such deposit function may be delegated pursuant to paragraph VI. However, failure to ensure that funds are being deposited on a timely basis as required by this paragraph shall be cause for immediate removal from office pursuant to RSA 41:26-d.

APPENDIX B

TITLE I
THE STATE AND ITS GOVERNMENT
CHAPTER 6
STATE TREASURER AND STATE ACCOUNTS

State Treasurer

Section 6:7

6:7 Bank Deposits. – The treasurer may deposit any portion of public moneys, in the treasurer's possession, in such national banks, trust companies, and savings banks within the United States having a branch within the state of New Hampshire, as shall be approved at least once each year by the governor and council. At the discretion of the treasurer, balances may be collateralized if those balances are deemed to be significant in relation to the equity position of the bank, trust company, or savings bank. Other conditions being equal, those banks, trust companies, or savings banks shall receive preference which allow interest on balances. As used in this section the term "public moneys" shall include the general funds of the state and any funds of which the state treasurer acts as custodian or agent.

**TITLE XXXV
BANKS AND BANKING; LOAN ASSOCIATIONS; CREDIT UNIONS
CHAPTER 383
BANK COMMISSIONER**

Public Deposit Investment Pool

Section 383:22

383:22 Public Deposit Investment Pool. –

I. The commissioner shall, with the assistance of the advisory committee created under RSA 383:24, establish and operate, beginning on January 1, 1992, a public deposit investment pool, for the purpose of investing funds of the state, and funds under the custody of governmental units, pooled risk management programs established pursuant to RSA 5-B, agencies, authorities, commissions, boards, political subdivisions and all other public units within or instrumentalities of the state.

II. The public deposit investment pool shall be operated under contract with a private investment advisor, approved by the bank commissioner and advisory committee. The commissioner and advisory committee shall choose an investment advisor by requesting proposals from advisors and reviewing such proposals based on criteria adopted by rule under RSA 383:23.

III. The commissioner shall make available to prospective depositors detailed information on the public deposit investment pool, similar to that information generally contained in a securities prospectus. The commissioner shall also ensure that periodic statements of accounts and reports on holdings are provided to pool participants relative to their proportionate share of the pool.

IV. The commissioner shall cause an independent audit of the pool to be conducted on an annual basis. The auditor shall be selected by the advisory committee.

APPENDIX D

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

CHAPTER 41
CHOICE AND DUTIES OF TOWN OFFICERS

Selectmen

Section 41:9

41:9 Financial Duties. –

- I. The selectmen shall pay all sums of money received by them in behalf of the town to the town treasurer immediately after receipt, and state to him from whom and for what received.
- II. They shall draw orders upon the treasurer for the payment of all accounts and claims against the town allowed by them, and take proper vouchers therefore.
- III. They shall keep a fair and correct account of all moneys received, all accounts and claims settled and all orders drawn by them, and of all their other financial transactions in behalf of the town.
- IV. They shall publish in the next annual report, or post at the annual meeting, the general fund balance sheet from the most recently completed audited financial statements or from the financial report filed pursuant to RSA 21-J:34, V.
- V. In the case of an accumulated general fund deficit, the selectmen shall insert an article in the warrant recommending such action as they deem appropriate, which may include, but is not limited to, raising a sum of money for the purpose of reducing that deficit.
- VI. The selectmen shall be responsible for establishing and maintaining appropriate internal control procedures to ensure the safeguarding of all town assets and properties.
- VII. The selectmen shall annually review and adopt an investment policy for the investment of public funds in conformance with applicable statutes and shall advise the treasurer of such policies.
- VIII. The selectmen shall be responsible for establishing procedures to ensure that all funds paid to the town from any department shall be remitted to the treasurer at least on a weekly basis or daily whenever such funds total \$500 or more. Remittances to the treasurer from the tax collector shall be in accordance with RSA 41:35 and remittances from the town clerk shall be in accordance with RSA 261:165.

Source. 1869, 26:3. 1874, 85:1. GL 40:9. PS 43:7. PL 47:14. RL 59:13. RSA 41:9. 1993, 181:1. 1994, 147:2. 2007, 246:2, eff. Aug. 27, 2007.



TOWN OF HUDSON
Finance Department


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

Agenda
6-9-20

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TOWN OF HUDSON
CLERK'S OFFICE



602

To: Steve Malizia, Town Administrator
From: Kathy Carpentier, Finance Director 
Date: May 27, 2020
Subject: **Recommendation to Readopt Fund Balance Policy**

Please accept this memo as a request to be placed with the consent items of the Board of Selectman's next agenda.

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, to address issues related to how fund balance is being reported. To be in compliance the Town of Hudson implemented this statement for fiscal year 2011.

Recommendation:

To readopt the Fund Balance Policy as recommended by the Finance Director.

Town of Hudson, NH



Policies and Procedures

Section: Fund Balance Policy

Policy Number:	Revision Number: 2
Approved By: Board of Selectmen	Revision Dates: 5-1-2018
Origination Date: 5/24/2011	Review Frequency: Annually

FUND BALANCE POLICY

PURPOSE AND SCOPE

The purpose of this policy is to ensure that there will be adequate liquid resources to protect the Town of Hudson's financial stability against emergencies, economic downturns, as well as to contribute to the continuity of financial operations. This policy recommends the minimum required fund balance reserve and the allowable uses of fund balance reserves.

DEFINITIONS

Fund Balance: Accumulated equity balance in a governmental fund resulting from operations over the years. This is the difference between fund assets and fund liabilities.

General Fund: Fund used to account for basic governmental services supported mainly by tax revenue. Accounts for all financial resources not required to be accounted for in another fund.

Unrestricted Fund Balance: The total of committed fund balance, assigned fund balance, and unassigned fund balance.

Nonspendable Fund Balance: Amounts that are not in a spendable form (such as inventory, prepaid items and tax deeded property subject to resale) or are required to be maintained intact (such as corpus of an endowment fund).

Restricted Fund Balance: Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

Committed Fund Balance: Amounts constrained to specific purposes by government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint.

Assigned Fund Balance: Amounts a government intends to use for a specific purpose, intent can be expressed by the governing body or by an official or body to which the body delegates the authority.

Unassigned Fund Balance: Amounts that are available for any purpose; these amounts are reported only in the general fund. However, the unassigned classification includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of other fund balance amounts.

FUND BALANCE RESERVES - GENERAL FUND

Fund Balances recommended by the NH Department of Revenue Administration (DRA) and the Government Finance Officers Association (GFOA) are as follows:

If the Annual Budget Is:	Unrestricted Fund Balance DRA Recommended:		Unrestricted Fund Balance GFOA Recommended:	
	5%	10%	8%	17%
\$45,000,000	\$2,250,000	\$4,500,000	\$3,600,000	\$7,650,000
\$50,000,000	\$2,500,000	\$5,000,000	\$4,000,000	\$8,500,000
\$55,000,000	\$2,750,000	\$5,500,000	\$4,400,000	\$9,350,000
\$60,000,000	\$3,000,000	\$6,000,000	\$4,800,000	\$10,200,000
\$65,000,000	\$3,250,000	\$6,500,000	\$5,200,000	\$11,050,000
\$70,000,000	\$3,500,000	\$7,000,000	\$5,600,000	\$11,900,000

Minimum Balance: The Town shall manage operations to maintain a minimum unrestricted fund balance of 5% of the general fund operating appropriations, the state education tax amount, the local school net tax commitment, and the County appropriations.

Target Balance: The Town shall work toward maintaining an unrestricted fund balance at a minimum of 8% of the general fund operating appropriations, the state education tax amount, the local school net tax commitment, and the County appropriations.

If the Annual Budget Is:	Minimum Balance:	Minimum Target Balance:
	5%	8%
\$45,000,000	\$2,250,000	\$3,600,000
\$50,000,000	\$2,500,000	\$4,000,000
\$55,000,000	\$2,750,000	\$4,400,000
\$60,000,000	\$3,000,000	\$4,800,000
\$65,000,000	\$3,250,000	\$5,200,000
\$70,000,000	\$3,500,000	\$5,600,000

Plan for Target Balances: The unrestricted fund balance target level shall be achieved by conservatively estimating revenues and limiting the amount of fund balance used to reduce the tax rate.

Fund Balance Uses: The Board of Selectmen may appropriate any amount of unrestricted fund balance in excess of the minimum balance to offset property taxes as part of the final adopted budget for a fiscal year. The Board of Selectmen may appropriate unrestricted fund balances for emergency purposes, as deemed necessary, even if such use decreases the fund balance below the minimum balance, subject to the provisions of NH RSA 32:11. Emergency purposes do not include the offsetting of property taxes.

SPENDING PRIORITIZATIONS:

When an expenditure is incurred that would qualify for payment with either restricted or unrestricted funds, it will be paid first from the restricted funds.

When an expenditure is incurred that qualifies for payment from either of the three unrestricted fund balance categories, it will be applied in the following order:

1. Committed, 2. Assigned, and 3. Unassigned

ANNUAL REVIEW:

Compliance with the provisions of this policy shall be reviewed annually.

Agenda 0-9-20

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

RECEIVED

JUN 04 2020

Captain Tad K. Dionne
Operations Bureau

6D

TOWN OF HUDSON
SELECTMEN'S OFFICE

Captain David A. Cayot
Special Investigations Bureau

Captain David A. Bianchi
Administrative Bureau


William M. Avery, Jr.
Chief of Police

To: The Board of Selectmen
Steve Malizia, Town Administrator

From: William M. Avery, Chief of Police

Date: 04 June 2020

Re: Agenda Item – 09 June 2020


Capt. Cayot for Chief Avery

Scope:

The police department would like to meet at the next scheduled Board of Selectman meeting on 09 June 2020. Tom, Hannah and Lauren Siracusa donated a \$100.00 T-Bones gift card to be used for lunch for the department.

Motion:

To accept the donation in the amount of \$100.00 from Tom, Hannah and Lauren Siracusa.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

T-BONES
77 Lowell Road Rte. 3A
Hudson NH
(603) 882-6677

Server: Host Cash #513 06/02/2020
Fast Close/1 3:46 PM
Guests: 0

#70009

\$100 Gift Card 100.00
31120909074530

0 Items

Subtotal 100.00
Tax 0.00

Total 100.00

CASH 100.00
Balance Due 0.00

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TO: Thank you for your
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FROM:

HUDSON, NH BOARD OF SELECTMEN

Minutes of the May 19, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of May 19, 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; Jill Laffin, Executive Assistant

4. NEW BUSINESS

Covid-19 State of Emergency Update - Chief Buxton

Chairman Morin recognized Chief Buxton. The Chief started his update saying, Good evening Mr. Chairman, members of the Board, I'm here for our weekly covid-19 update. In the package we've provided you this evening are a few documents. We gave you the Board of Selectmen brief, we gave you the incident action plan for the week and we gave you a copy of a memo written by the Town Administrator regarding credit card payments that are in there.

Just to get started this evening I give you the review for the week. Currently we're at 1.5 million cases in the United States. A couple things to note. We're at 3,652 for cases in New Hampshire with 172 deaths. To date we've had 1,764 for cases in Hillsboro County. We have 72 cases in the Town of Hudson. Mass numbers are at 87,000 with 5,800 deaths.

Update from last week, additional to the 2.0 piece outdoor dining has now been phased in. Yesterday the Governor announced the childcare facilities with some guidance to open along with a host of recreational type events like guided fishing trips, hiking, canoeing rentals and those types of events. To date we've had six local restaurants take advantage of the outdoor gathering permit process for the temporary outdoor seating. Those are Luk's, T-Bones, Soho, Fat Katz, Rocco's and the Northside Grill. They've all either been through the process or are in process as of today. From talking with Deputy Tice and Brian Groth the Town Planner, the process is moving quite seamlessly through the office. As people call in they are guiding them through the application process and gathering the necessary documents and getting out for the inspections and moving forward.

This past week we conducted a drive through clinic at Hills-Garrison over two days, the 14th and 15th of May. We tested a total of 345 people. Kudos to Lt. Michelle Rudolph and Lt. Mike Mallen who spearheaded that process for us. That was almost a two week pre-incident planning process to coordinate between the State, the School. The School nurses really pulled together to give us a big push regarding not only scheduling people but actually working the clinic itself. As of today I know on the test that was conducted on Thursday which had a

195 people there were zero positive tests that came out of that sampling group. I don't have the results of the Friday exam yet.

This week the command staff has started to look at the process of for what is the future hold for the reopening process for town government buildings, Town owned buildings across Town. This is a very involved piece at not only looking at the States data but implementing the guidance and the guidelines that are recommended from the Federal Government as we move forward.

We've also had one unprotected exposure of a Public Works employee that was outside of work. Unfortunately that employee did come to work so we have some additional members that are quarantining at home. If you remember their continuity of operation plan, they're a split group, so that group was not scheduled to work so there's been no impact as of yet. We're still pending those test results today. So we're trying to follow up as quickly as possible but as of today that test result is still hanging out there.

The grants group along with the Finance Director attended a funding meeting last week. It was a grants funding meeting with the State EOC. That was 2.5 hours of fun for them as they reviewed all of the protocols for the different buckets of money that have been highlighted. To date you'll note that you see a significant increase in the expenditures and that is related to the first responders stipend that has been implemented and continue to roll that forward.

Goals for the week, we have a review process for credit card efficiency that we hope to get the Board's support for tonight. Additional goal for the week is to look at the reopening plan, develop long-term solution to collecting public input during the Board of Selectmen's meetings, and develop a mass vaccination plan. One of the things that we've tasked the EMS group with is really identifying how are we going to go about the potential of mass vaccination as we move forward. They continue to roll out more and more testing opportunities for vaccines and at some point we are going to have a vaccine. So what does that look like? If they decide to use the pod distribution plan what does that mean for us and how is that going to work? There should be no surprise why chose Hills-Garrison that is our pod distribution location and that really gave us a dry run in regards to how many people we can flow in and out of there. It was quite seamless from what I heard. There was no backups, no traffic issues but when you start talking about several days of that type of process with our residents and the residents out of Litchfield, it would be a much bigger group of people that we're dealing with. But it was a good dry run for us anyway.

Probably the first thing I'd like to do tonight is basically talk about a funding opportunity that comes from the CARES Act and that's around the credit card memo that you got from the Administrator, Basically asking you to absorb the 2.9% cost that is normally associated with utilizing the credit card, for a specific period of time. We have the ability to capture money back from the CARES Act until August 31. That is what we're proposing this evening. I'm going to ask the Administrator just to follow up with any details that are in his memo that he may find necessary. The Town Administrator went on to say, this would be for anybody that wants to use a credit or debit card, which obviously would be beneficial to us from a processing perspective. They can actually be online, they really can't and shouldn't be coming here. Hopefully this would facilitate collections, folks would be able to pay property tax. I think one of the reasons it hasn't been more widely used is because there's a processing fee of the 2.95%. In my memo I cited an example of a \$3,000 first half tax bill which is a typical single family home, that's a \$90 processing fee. People are probably hesitant to pay that \$90 fee, this would give them an opportunity through August 31st, to have that fee waived. We would pay it then we'd get reimbursement from the CARES fund. This is an eligible expense. The CARES fund does contemplate and does allow for that. So we think for all the things that you can pay with credit or debit cards, that if the Board made a motion to waive the processing fees and have the Town pay it for them, through August 31st, we would then submit reimbursement and then be made whole.

Selectman Roy was recognized by the Chairman and she asked, is that 100% reimbursable? To which the Administrator and Chief Buxton replied, yes. Seeing no further questions, Selectman Roy made a motion, seconded by Selectman McGrath, to waive the credit/debit card processing fee for all payments for all

payments to the Town using a credit or debit card effective May 20, 2020 through August 31, 2020. The Town will pay the processing fee for credit and debit card transactions and will submit the fees for reimbursement from the CARES Act funds. A roll call vote was taken. Carried, 5-0.

Chief Buxton went on to say, the second piece we'd like to review this evening is in regards to solicitation of public input during your meetings. If you recall, I think it was in April, we really have deleted the public input piece from the Boards agenda, and how do we reinstitute bringing that back into the fold. There have been a couple things that have been explored I know by the School Board and we kind of ran those up the flagpole with the Town's legal staff to kind of say, how do we facilitate this? Really there is a pretty broad ability for the Board to do this a couple of different ways. One is to set up a separate email account that would afford the opportunity for any tax payer to send an email with their question, with some guidelines with regards to the rules that you've already established for public input and basically drop that email into an email inbox that Jill would have access to and I'd assume the Administrator would have access to, to basically bring a list to the meetings. So you could review those during your public input piece and bring those forward. One of the things that Dave was very up front with me about was the recognition that public input is not a requirement of the State law. That is something that we have traditionally afforded the public to come in and provide you with their feelings on things, there is a big ability for you to provide some scope as to how those emails come in. Asking somebody to put down their contact info. Not only their name but their address so you know exactly where they are a tax payer in Town and you're not getting an email from outside of the Town boundary and it's somebody that's trying to influence something that's happening here. His suggestion was if you went this route, to basically put it out there that it is a trial, to kind of see how this rolls and how it rolls forward and acknowledge that there's going to be some growing pains as that stuff comes if you get inundated with 200 emails in a week, well you're probably not going to get through 200 emails on a Tuesday evening during the public input session, so how do those all get separated? The next option was to set up a phone either in the breakroom or in the finance department where somebody could actually call in during the meeting and provide an opportunity for them to call in and send in a message and then bring that here, Jill could bring that forward. Then you could either call them back on the phone in here or have a dialogue regarding what their topic is. Remember that the public input piece isn't necessarily for you to take action, it's to gather information and provide some sort of direction. That was a little cumbersome. The third opportunity was to provide Go To Meeting application, which I believe the School Board is doing a little bit of that, where they provide you with an opportunity to get on the meeting itself and come in here. The Town of Londonderry had some issues with how that worked for them and regards to somebody coming in and taking charge of the meeting so it becomes a very labor intensive for the administrator or somebody to monitor or basically muting somebody if they're going down a path that isn't something within the Boards view and they're not listening. So those are three options. We had some discussion today in regards to hey, you know the email seems like the most vanilla path to go down for a trial piece and go from there. That's really my suggestion this evening. I talked to the Administrator about that earlier today but we bring that to you.

Selectman McGrath said, I just want to clarify. You mentioned Dave that is Dave Lefevre, the Town Attorney, he gave you that advice. I just wanted to clarify in case anybody out there is watching and want to know who Dave is.

Selectman Roy was recognized and she said, so, I just want to be clear that we have not restricted access for the public to come to the meeting, we have set it up so that there's some social distancing but if somebody still wants to come they can come and sit in one of the few seats provided. I know, I guess we'd have to have another conversation with Attorney Lefevre, but I know the first meeting the School Board had, they had a bunch of emails about similar issues and they kind of balled them all together and just did sort of a recap. They didn't read every single email during the meeting. Chief Buxton responded saying, great point. One of the things that Attorney Lefevre was very up front about is what is the goal of the Board during the public input session. So you do have the ability to scope that conversation and your rules to say if you got, 100 emails on opening Town Hall then you could scope and develop that into a conversation. To your point, you have not limited access for the public to come down and view the meetings. They're televised, they have the ability to come sit in the space behind me. That was really the one of the things that Attorney Lefevre was very up front with me on in regards

to the public access is for them to come down and view you conducting the business of the government and that is being met and that is the intention of the rule. The public input piece is something that has been afforded over time and this just gives it a different scope. That is all. Chairman Morin added I just want to make it clear that we do allow, but we will be staying within the 10 people limitation, so we're not going to have a whole gang of people down here in this room if there's some type of issue.

Selectman Coutu asked, am I hearing that public access has been available all this time? To which the Chairman responded, yes, we have had people in. We've not had public input but public access we have had. We've had somebody in the in audience every meeting until tonight. Selectman Coutu said, that's news to me. Chief Buxton then said, from talking with the IT Director, this is something, the email account and advertisement is something that can be started as soon as tomorrow, if that is the will of the Board. The other two options need a little more exploring but the email piece is certainly available quickly.

Selectman Martin said, as was stated, we haven't closed Town Hall for people to come down and talk to us. I'm more inclined to go with having them email it in and somebody can review it or if you want one of us to review it and help lump it into a conversation but we haven't shut anything down. You're more than welcome to come down here. We'll provide a seat for you but if there's more than 4 of you, we can't accommodate the excess because of the 10 people rule. But again, we haven't shut anything down. They're able to email everybody. Establishing that email would be my way to go. Chairman Morin asked, do we need a motion on this? To which the Town Administrator responded, well, I believe you suspended the original public input so if you want to do something different if the Board wants to consent to that that's fine, if the Board wants to make a motion, you can do it either way you want. I don't believe you did a motion to do away with it. After we got the information from Attorney Lefevre you as your prerogative as Chairman redid the agenda.

Chairman Coutu added, again, isn't it a fact that up until now public input has been suspended. To which the Town Administrator and Selectman Roy responded, yes. Chairman Morin said, yes but we have not stopped anybody from coming down to the meeting. We have had a member of the public in the audience every single meeting except for tonight. Selectman Coutu said, that's not relevant. What's relevant is whether or not public input was available. It was not. To which the Chairman responded, correct. Selectman McGrath added let me point out that we've gotten a number of emails from residents whether it's concerning Benson's, whether it's concerning the development that Green Meadow is going to be discussing next week. They've been able to reach out to us and express their concerns and questions. We haven't shut down our email. Chairman Morin added, correct. We have still be been getting public input through emails. But basically what you're saying Chief is these emails are going to be directed to this meeting. Selectman Roy added, to reiterate what the Chief said, although we've done it traditionally, it is not a requirement of the law to have public input. Which would say ot me that we can start it and stop it at the pleasure of the Board. The Town Administrator added, as opposed to public hearings where you are required to. That's where you had a large donation, or another program that required a public hearing, then you are required to have it. But just generic public input you are not required to have. Selectman Roy said, I'm inclined to go the email route too. I think the phone thing would be a little too disruptive. Go to Meeting is something we might want to keep on the table if somebody wants to present a public input presentation to us, but that would be reaching out to us asking us for that kind of thing. Then we can make that work. Chairman Morin then said, basically where it is our prerogative we don't need a motion it's just a basic. A consensus of the Board agreed to go to the email system. Selectman Coutu then said, I want to pick up on what Selectman Roy just stated. Would you be receptive Mr. Chairman, if any citizen were to want to come in and hopefully it won't be about the proposed project, because that was going to be handled separately next Wednesday evening and they'll have ample opportunity to come in. But would you be receptive if a citizen were to call in and speak to Jill or the Town Administrator and they wanted to talk about something totally something that we haven't thought of and they want to come in and they want to talk about it, not Benson's not, they just want to come in and make a presentation and it would be beneficial for them to come in and show graphics or whatever. I'm not saying that's going to happen, no one's approached me about it but would you be receptive to entertaining that for public input? And as well as the emails. Selectman Roy said, although they do it all remotely that's what the School is doing. They were doing sort of those kinds of presentations by

coordination. So they would call up in our case they'd call Jill and say can you put me on the agenda for public input? I to talk about blah blah blah. Selectman Coutu said he got pieces of what Selectman Roy has said, she's been breaking out tonight. Selectman Roy explained again, what I was saying is the School would coordinate to have the presentation done by Go To Meeting, they're doing everything remotely. But if we're not breaking the number of people in a room rule, I don't see why we can't have somebody come by exemption if they wanted to do that. The Chairman confirmed that Selectman Coutu heard that and went on to say, that would be limited as our rules state to five minutes, no more. Selectman Coutu said, absolutely, I agree, we have to abide by the rules. That's a rule and if there's two people and it's repetitive, they get shut off I mean I know the rules. I agree. I don't think you'll get a request, somebody might ask. I know a lot of people that have fancy phones and they don't know how to use them so, most people know how to use email so hopefully that will work. Hopefully they'll be no need to have people come in. We'll open up soon enough I would hope. Depends on what the Governor says. I'm good with the emails for now as long as you're open to having somebody come in.

Selectman McGrath said, so before we agree to that, if someone wants to come in and sit in this room, all of us, we take our temperature when we come in here. We're signing in so that everybody knows that we're healthy and able to be here and we're wearing masks. As opposed to the people that are sitting at home. So is that going to be a requirement for anybody coming in to sit in this meeting and present information to this Board? Chairman Morin responded saying, that is the rule we have set up and that's what everybody will follow. Selectman McGrath added, just so it's clear, because you send out a message like that, that oh yeah, great you can come in and then they show up without a mask and they may be running a temperature and you don't know where they've been or they've been around. What's good for one is good for all.

Chairman Morin said, okay Chief, we're good with that. Thank you. Chief Buxton added, just an informational piece. For the last week or so the information line has been running. We've had one request come in that got filtered out and it was basically to cancel an appointment. It wasn't really for information. We filtered it out. So it is up and operational. Just so you are aware. I check every day and there were no inquiries. That sits there ready.

Chief Buxton went on to say, third piece, really is concentrating on how we develop a reopening effort for public buildings, what our reopening plan looks like, all the different areas we touch. FEMA has started to put out some guidance this past week in regards to how to put a plan together and what that plan looks like. Taking into account resurgence. Your high risk population, still encouraging telework, social distancing, what are your hygiene practices by cleaning the building, the self-monitoring piece coming in. What are the ventilation practices for the structure itself? So there's a lot of infrastructure that needs to be reviewed and how do we really highlight taking care of our employees, taking care of the public, taking care of our facilities and messaging that as we move forward and highlighting really how do we flex this opening? My recommendation to you would not be to draw a line in the sand that says on Monday we're opening everything up. That's just not achievable. Tomorrow we will start putting some separation in work spaces to increase the number of employees that can work within an area where we can't maintain social distancing to try to give some relief. The goal tonight with the credit card piece was to continue to push folks to use the online permitting and payment options to go down that path. The Department Heads have a significant amount of work out in front of them to say, okay how are we going to continue sanitizing, purchasing things to make sure that we're safe and when you start loading the building with 100 people a day that filter through here, whatever the number turns out to be, how are we making sure we're providing them an environment where they can come in and get their business done, and then move forward. So that's really going to be the goal here of the next week to start talking about those things. FEMA has started, like I said a highlight process together for us to examine those areas. I need to emphasize one thing, when we highlight a need to go out to purchase signage, remember we're one of several states that are trying to purchase signage. Again today we were told on a call with the State that the N95 mask volume in the State of New Hampshire is still very fragile because they're having more difficulty getting more masks in. They got how many hundreds of thousand gowns today but no N95 masks. So these are all challenges obtaining that stuff so we can get back to the reopen so everybody is operating safely.

So that's truly one of the challenges as we move forward. So I just want to bring that to your attention this evening and really talk about that as you start theorizing okay, how do we flex open this piece and bring you forward a proposal after Memorial Day and basically saying here's where we think we should go. But this is probably going to be a week-long to ten day process to get the Department Heads to start thinking about how do we reengineer some of our practices to make it more efficient? So you're not spending copious amounts of time coming into the building and needing to hang around in lobby areas. You come in with a mission. You come in, you have your task, you get to whatever department you need to go to, you get serviced efficiently and out the door you go and how does that get accomplished. That's really where we're heading with the reopening effort and what that looks like. So I wanted to put that on the Boards radar screen as we start talking about that moving forward this evening.

Chairman Morin said, my only concern is on the news tonight there was 6,000 tests for antibodies in the State and only 4% came back with antibodies. Which tells us that there's a lot of people in this state that have not got it yet and that is going to be a long term problem opening up anything in this Town. So that's just something we need to look at. 4% that's not many. Selectman Martin asked, when you say that that's an indication that not many people have gotten it? The Chairman responded, out of the 6,000 plus tested only 4% came back confirmed that they had it with the antibodies. Selectman Martin then said, 4% of the people that had the infection came back with the antibodies. Chief Buxton added, right, which means there's still a vulnerable population. Selectman McGrath stated so out of the 6,000, 240 came back with the antibodies. Chairman Morin added, we still have possibly a long road ahead of us. Chief Buxton added, that's a great comment, I'm not comparing one state to another state here when I say this, but when you look at the plan that Governor Baker established yesterday and you talk about the reopening plan that we've seen to date in New Hampshire from Governor Sununu, one of the things that Governor Baker is very up front about is hey, if we start seeing numbers slipping in the wrong direction, we not only stop our progression, we actually go backwards. He pushed it right down that if we see a resurgence of some sort that I'm not hesitating to go back. Chief went on to say, I have the utmost respect and trust in Governor Sununu he would do the same thing. It's just the plans not written the same way and that was one thing that really caught me in the dashboard they're creating that will show the green buttons as we move forward. I know it's a very slow process in Massachusetts as it will continue to be in New Hampshire as we deal with the summer challenges.

Selectman Roy then asked, as part of the reopening plan, is there going to be an overall plan about things like sanitizing work spaces and how often that's done? Chief Buxton said, that is a huge piece for safety and health to start getting their arms around to look at the polices we have in place today and how do you establish those for the long-term effects. One of the recovery money grants that we're looking at is basically getting cart style disinfectant matching that you can put into an office area and set it and go overnight. I'm going to use the Town Clerks office because that's one of the most used spaces in Town. What is the rotation for that to get set up on say Monday and Friday nights to make sure we're disinfecting the workspace and capturing out sanitation levels where we want them to be. It has a fogging device with it. It moves through the air and disinfects the surface. It is the same device we'll be utilizing on the ambulances with a hand held product because the cart style is too big to haul around day in and day out. Selectman Morin said, just to clarify, this is going to be probably a ten day event just to get a plan then depending on availability and what we need, we could be talking weeks here, not days. Just so everybody understands that. Chief Buxton replied correct, if I'm highlighting out here, I'm really hoping to be back here the first meeting in June, I think its June 2nd. A week and a half away to say this is what we're forecasting we can do and what it looks like. There are going to be training requirements to come back as you reload the buildings with all the employees. How do we deal with, as simple as it sounds, the break room? You can't load the break room at noontime with 10 employees. It's just too small and not enough room for social distancing. Fortunately, we're in good weather now, the picnic table will be out. You can offer the employees some different areas to go to socially distance. Those types of plans need to be reviewed and developed. There's quite a bit of work there to pitch and do.

Selectman Coutu asked, Chief, relative to the cost recovery summary page, the first responders' stipends, let's talk about the column in general. Total expenses \$245,782. There's no indication. It says you submitted tow

grants so I'd assume you have no answer as of yet, correct? Chief Buxton responded, no, the DOJCEFS Grant has been awarded. You actually accepted that last Tuesday evening for the cost of \$38,000. So that is money that we're going through the contract process right now to recover those monies. Can I talk about the stipend for one second? Selectman Coutu went on to say, the reason I raised the stipend was because I thought that as 100% reimbursable. Chief Buxton responded it will be 100% reimbursable. The Police Chief and myself have filled out the required paperwork and the State will cut one check. The Finance Director and I agreed to show it here for transparency so you see that number blossom over the 8 week period. But it is funded. As soon as we receive the money you'll see it listed down below underneath the grant section. We just have not physically secured the funds yet. Selectman Coutu then said, what I don't understand when I look at this, why are we charging for example \$111,527.29 for the fire department for covid? Chief Buxton responded saying, because everything that we're purchasing right now is being charged to the emergency management account which shows up underneath my budget. So you'll notice all the protective clothing at \$61,000 is being charged to the fire department account whether that's a true fire department purchase or a highway purchase because we've logistically are charging it through that account so we can efficiently go get the money back on the backside. Selectman Coutu, said, okay, I get that. Is the payroll the time that was spent from employees working specifically on covid? Like people who worked on the management team and things like that? Chief Buxton responded, correct. That is also any overtime that was expended when we had the six employees that were quarantined. So any of the cost that was associated to covering their emergency response shifts. Selectman Coutu replied, good, that answers my questions, I'm good with that.

The only other question I have is, I know you're working on a lot of plans and I know that it's not an easy task. I want to first say, kudos to you and the management team. My wife and I were two of the participants who were fortunate enough to be able to be tested last Thursday. We were in and out of the whole process in about ten minutes then Chairman Morin stopped and talked to me for about fifteen. So that really stalled us back, only kidding Dave! It went flawless, it was an uncomfortable test but we survived it, an outstanding job Chief, I was so impressed. You know how I've been pushing for testing and I know you have as well. Hopefully we'll be able to reach out to our community with more testing in the near future. But, my question is this, with all due respect, I'm not looking for an argument from you or any other member of the Board of Selectmen, in the process of making any plans at all, is Benson's in the works? Chief Buxton responded, last week you folks chose to keep Benson's closed as far as I'm concerned. I know that there's available options to look at but that is not on my radar screen as we sit here today. The plan was presented last week with some options from the Administrator, if we want to expand that I just need direction from this Board if we want to revisit that. Selectman Coutu said, okay, so four members of the Board are stopping the opening of Benson's good enough, thank you Chief. Chairman Morin responded, just remember Selectman Coutu, that's why we're here. We all have a vote. Selectman Coutu added, that's fine, the majority rules.

Chairman Morin asked the Chief if he had anything else. Chief Buxton said, I do have one point. Regarding the expansion of the testing process it appears that I've been a squeaky wheel long enough. It appears that they'll be establishing a regional fixed testing site in Londonderry over by the highway. That will be available, once we get that information we'll certainly push that out to the public. The drive through clinic that we had literally took ten days to stand up and that's just a lot of hours to put into getting that established. The State would love us to run more based on the fact that how efficient it was but I struggle to be in the testing business where that is really their responsibility to provide to us. So I've kind of pushed that back in their direction and said, you need to make that available here locally and it appears we're going to have a regional site finally set up on the border here for us.

Selectman Martin said, I'm amazed that you as the Fire Chief are running the Emergency Operation Center, and running a fire department that is running emergency calls every day and still getting your guys training on different parts of their job. Not just you, you have a team. You also have a team on the EOC but you're running it. And from me to you and my fmail to you, thank you for all the hard work you put in for this town and thank your guys for being there training and doing everything to keep our citizens safe. Chief Buxton replied saying, I appreciate those kind words. I've said this more than once publicly, I'm spoiled, I have a great staff, I have great

people. One thing we're very fortunate about is, we hire good people. We have them in the right place, doing the right jobs and I'm very, very blessed. I appreciate their efforts and your support so thank you.

5. SELECTMEN COMMENTS

Selectman Coutu- I'm all set, thank you very much

Selectman McGrath - No, I don't have anything either

Selectman Roy - I'm all set

Selectman Martin - I'm all set, wait a minute, let me take this mask off for a minute. We've all received several emails throughout the course of this week and over the past few weeks regarding several things, one being Benson's Park being closed and then the development of the site down south, on the south end of town. I have to say there's a lot of good things coming out of those emails the Planning Board needs to see those emails, I'm sure they will get those emails and I'm sure that the Planning Board will do a great job planning this. People like to send emails to the Board of Selectmen but it's not the Board of Selectmen's job to tell somebody they can't have a project on their property. It's not my job, I don't think it was my job, it's the Planning Boards job, which I think they do a great job at doing.

Secondly the park, which we call Benson. I'll give you an instance where we can't control people. At work, where I work there's a sign on the employee entrance door that says if you have a fever, a cough or any form of some of the covid-19 symptoms please go home. We had an employee that had to be sent home two days in a row because he had flu like symptoms. You can't teach people or think people are going to do what the sign says because I've experienced it in real time. That's why I will not vote to open this park at this time. There's other passive recreations spots in this Town. There's the Town Forrest, right up the road from Benson's. There's plenty of walking trails in this Town that you can go and walk through. You have to drive to Benson's, you can drive to those. Thank you.

Chairman Morin - I've got several things. First an update on Zach's Field and Liberty Field. Zach's Field we had voted earlier to go in there and store some materials and they were going to take care of all those stones. That company is in there an operating so everybody's aware. Liberty Field, talking to the Engineer today. There may be a possibility, it was found that it was constructed wrong. They're looking into that and what our options are and how that's going to get taken care of so we're just at that level. But the report they got back today, that's what came back on it. So we'll take that. The Town Administrator and the Engineer will work on that and we'll see where that goes.

A month ago the Police Department had determined that there was a considerable need to supply some funding to the Food Pantry due to the increase of families that we have in Town that needed assistance. They went forward, they each paid a sum of money to have a beard for a month. Due to the fact that they have to wear the N95 masks the beards had to be trimmed and all that. Well we've seen an increase continue in the Food Pantry and they have again requested and my opinion is to let it go, to continue that and pay that fee which will all go to the Food Pantry. But increase it for two months. What is the Boards? The Board did not have a problem with that. The Board agreed that this was okay and praised the PD for their efforts for the Food Pantry.

If you've driven by Library Park, the Legion and some members from the VFW were out there Saturday and they put up the Field of Honor, honoring our Town veterans. They've added 35 flags to the flags they had last year. It looks outstanding. They did add two additional flags over by the war memorial for Officer Thyne and Captain Phaneuf who were killed while serving the country. That will remain up until the weekend after Flag Day.

I want to echo Selectman Martins words. I attending the testing for both days. It was unbelievable how quick it went. The State told them this is the standard, this is how many people you get, and that's why

they scheduled the number. They could have done a lot more because it went that smooth. They did an outstanding job with that, they really deserve the credit. They did a nice job with that.

I'd like to thank all of our EMS personnel. This is EMS Week. I appreciate everything they've done on top of their normal duties. They've had to deal with this virus and we appreciate them.

The last thing I've got, the Chairman of the Conservation Commission contacted me today in reference to Merrill Park. That is conservation land. There is no playground in there. It's actually a very small area and basically it's a boat ramp for kayaks. But it did get closed because it's considered Merrill Park. Do we want to leave that as it is or do we want to open that one up for people so they can get access to the Merrimack River? Selectman Roy said, I'd support opening that up based on there's limited parking, no playground, it's not a huge area. Selectman Roy and Martin all agreed with this. Selectman Coutu said it's very close to the neighborhood, it's limited parking, at this stage I'm not in favor of opening Merrill Park. Chairman Morin responded, say that again. Selectman Coutu responded, at this stage I'm not in favor of opening the park. I think it's too close to the neighborhood, very limited parking, they get more than 4-5 cars there, the neighborhood is going to complain. Been that route before, so I would say, keep it closed for the time being. Chairman Morin said, okay, so you want to keep Merrill Park closed, just so I'm correct because I don't understand how we're going to keep Merrill Park closed which is a less danger than Benson's but you want to open Benson's. So I guess I need a clarification. Hopefully I'm misunderstanding what you're saying. Selectman Coutu responded saying, I've been to Merrill Park several times it's a close knit neighborhood. There are a lot of homes all around that park on both sides and it borders all the way to the end of Merrill Park. There's just houses a lot of houses there and it's an intrusion on their property, their privacy, people go down there and they throw beer cans all over the place and stuff. It's been disrespected so many times, it's been cleaned up by the Public Works Department on several occasions, they no sooner clean it up, I've been there after a week's clean up and gone down the following week and found out it's not quite as dirty as it was but it was violated so I don't see the merits of opening up a park that small to accommodate 4 or 5 people because there's only 4 or 5 parking spaces. Chairman Morin responded, okay, who was discussing earlier about cars parking on Bush Hill Road and all of the litter around the neighbors around Bensons earlier. Would you like to talk about that a little Selectman McGrath? Selectman Coutu interjected saying, do I have to be questioned about everything I'm opposed to? You go to question me and put me in the fourth degree? You're trying to embarrass me publicly and it's not going to work. Chairman Morin said, Selectman Coutu, earlier you made the statement when you were asking about Benson's opening, you didn't want to have any conversation about it but then you made a snide comment towards the rest of the Board because we voted to keep it closed. So the four of you are keeping it closed. You made the same statement. So why is this any different than we're trying to understand what you're saying and when you're throwing information out there about one park but we can't do it about your park. You need to answer that question because you know it's your way or the highway. Selectman Coutu said, I asked the Chief to let us know whether or not Benson Park was in the plans in the future. He said no, no plans to open Benson Park because the Board decided not to. So, my interpretation of that is four of you voted against doing it so that's the reason why he's not planning to open Benson Park right now. I just wanted a clarification. You asked for a clarification from me, twice I gave it to you and you still want to persist saying that I'm contradicting my position on Benson Park with this one. I didn't ask anybody to open Benson Park. I asked them if it were in the works and he said no because the Board does not want to go in that direction. I wanted to, four of you didn't. That's a fact.

Chairman Morin then asked, would anybody like to do a motion for Merrill Park? Selectman Roy made a motion to open Merrill Park for the boat ramp and walking trails. This was seconded by Selectman Martin. A roll call vote was taken. Motion carried 4-1 with Selectman Coutu in opposition. Selectman McGrath then said just to add a comment, Merrill Park does not have a playground or playground equipment that can cause illness or harm to little ones.

6. NONPUBLIC SESSION

Motion by Selectman Martin seconded by Selectman Roy, to go into non-public session under RSA 91-A:3 II (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant. A roll call vote was taken. Carried 5-0.

Chairman Morin entered Nonpublic Session at 7:55 p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Morin entered open session at 8:55 p.m.

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

7. ADJOURNMENT

Motion to adjourn at 8:56 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

David S. Morin, Chairman

Kara Roy, Vice-Chairman

Marilyn E. McGrath, Selectman

Roger E. Coutu, Selectman

Norman G. Martin, Selectman

HUDSON, NH BOARD OF SELECTMEN

Minutes of the May 26, 2020 Meeting

1. CALL TO ORDER - by Chairman Morin the meeting of May 26, 2020 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.
2. PLEDGE OF ALLEGIANCE - led by John Leonne, Hudson resident and member of the Benson Park Committee

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; Rob Buxton, Fire Chief; Jim Paquette, Deputy Fire Chief; Paul Inderbitzen, Town Moderator; Bill Avery, Police Chief; Jill Laffin, Executive Assistant

4. PUBLIC INPUT

Judy Brouillette 183 Highland Street came forward and said Hi, my name is Judy Brouillette. I'm from 183 Highland Street in Hudson. I have sent a few emails in and I wanted to talk to the Board of Selectmen in regards to the reopening of Benson's Park. I have a slew of things that I sent in the emails, I'm sure that most of you have received it. But my biggest piece that I have is I'm very concerned that it hasn't been really, in my opinion, taken seriously from the Board to reopen it. I have, anybody can receive it, you can go online, and get the Stay At Home 2.0 State Park from the Governor that talks about the process of reopening. They talk about a variety of different parks. Obviously State Parks are different. So I view that there are many compromises that we can make within the community, I also feel it's not the Board's responsibility to make sure that parents are doing the right thing. I think if you put things in place so that families know that it's not. You can't use it. I mean there's other parks like the one on Greely Street. There's a park there and it's not even taped off. And no one's using it. I go down that way all the time and people are being very respectful. I would hope as a parent that people would not want their children to go on the playground with the chance of possibly getting the virus. So my thought is there are so many more benefits than the playground there's even more than just the walking trails. There's the trails themselves. I live on Highland Street, you guys probably drive it many times, you know it's a busy road. My son, I will not allow him to ride a bike on that. And it's not easy for me to get to a side road and my only other option is to go down a road that I don't even know. A community that I don't know. We live so close to Benson's. It's something that he's been doing for his entire life and I feel very safe there. Some of those other parks, like Mine's Falls, I don't feel safe there. Especially as a female. I feel very with Benson's. And I just feel that we can come with compromises to be able to open the park in a safe manner. I don't disagree. I think that signage, I mean we have to follow what the Governor says, I don't disagree with any of that of that stuff but I think that there could be a compromise that's done than just saying it's not being reopened. And no plan to reopen it. That was the other piece that I heard that at this time you guys didn't want the Fire Chief to come up with a plan of the reopening. I understand that it might not happen tomorrow or maybe the next day but with everything that's opening up in the State that we're starting to see things phasing in, that the Governor is starting to open. I mean I have more of a chance of getting covid by going to Market Basket than I do with going to the park. I mean I have more of a chance of going to some of these restaurants that are being opened, getting my hair done, any of things I have more of a chance of doing that than I would have a change going to that park. I appreciate your time and letting me speak.

Selectman Coutu said, thank you Judy. We corresponded back and forth. Let me just tell you this. There will be a presentation made tonight by the Fire Chief representing the Emergency Management

Team. I happen to read the report in its entirety and I believe that the final outcome will be, I think you'll like it. Let me put it in simple terms. I think you'll like it. Ms. Brouillette responded, thank you Mr. Coutu.

Dawn Renaud 111 Pelham Road came forward and said, I work for a director of HR for a biotech company in Devens MA. I am not a long term Hudson resident but I've lived in Hudson now for 3 years. I am a regular user of Benson's, however. I walk my two large dogs four to five times a week. I will say though I usually go early in the morning. 6:30, 7:00 before work and the park is not crowded then at all. I know that's not really the issue that we're dealing with at hand. It's much more of a concern when the park is really crowded. I too have seen various groups and site that commented that people should just be able to walk elsewhere, go elsewhere, use different conservation trails and since the whole closing I have found personally some other places to go. But what can say, those places, the conservation trails, they might work for some people, but I'm sure they don't work for all people. They may not work for all of the seniors who may need a flat or paved surface. They may not work for people with disabilities. They may not work for seniors or some women or anyone who's not comfortable walking the wooded trails alone. And I too feel very safe at Benson's. Even when I go early in the morning. Whether it's because of the open environment etc. Of course this doesn't apply to people in all groups. Plenty of people love the trails. Musquash Pond, etc. I've been using that as well. But those areas in Town, certainly do not fit the needs of all the residents. So these are just examples but I do see even early in the morning, that's when the seniors are out at Benson's. People jogging around the pond, etc. Also people with strollers, they don't go on the conservation trails, it's just not conducive for them to be taking their kids for walks.

So another thing that people comment on is, get your exercise on your street and what did we do before Benson's. And all that's very true. So where I live, I live right on the corner of Bush Hill Road, right around the corner from Wasson. Those are not walking roads in my opinion. Those are roads that motorcycles go by and the cars go flying and people throw trash out the window, etc. and that is the reality. So for me, I still have to drive somewhere to go, but not everybody lives in a neighborhood where they're going to be getting all their exercise with their kids or themselves on their residential streets. I will say something about the playground. And just the conditions at Benson's. I know there's a concern, a lot of people are concerned about everybody flocking to Benson's and so many people there and not social distancing. And again, when I use Benson's I go very early and that's not an issue. But I have been there on weekends when it's packed. I've been there when there's not one spot in the parking lot, so if I choose to go, I have to drive around and wait for a spot. But never, ever, even in those conditions, are people within 6 feet, or are people within 8 feet, other than the playground of course, or 10 feet, or even 20 feet. Its 170 acres. So even when the park is what I believe to be at full capacity based on parking spaces, people are not sitting on top of each other. They're all over the park. They're everywhere. They're down at the pond. So I think that we know what maximum capacity is at Benson's due to the parking lot size, my own personal observation is people still have plenty of space for social distancing.

You know another thing that I think that we need to a look at, and I'm sure you all have, is in Hudson now, we can go to a restaurant. We can eat outside. And I'm quite confident that the distance between tables is still quite less than the distance that would be between visitors at Benson's. Other than the playground. So we can go and sit at a table. My sister from MA went to a NH restaurant last week, in Nashua, and you can sit at a table to eat, without a mask, and you're 6-8 feet from a group of people eating and drinking for at least an hour and when the salons opened in New Hampshire, a week ago, two weeks ago, whenever, I went to get my hair colored, right away. The woman stands behind me and we both had masks on, so I understand it's a little bit different. She's behind me for an hour. You get your hair washed, her face is above my face. I mean these are things that we're all going back to now, that I too think put people, potentially more at risk. Now I understand businesses opening is quite a bit different. We want business to open. People need livelihoods, we don't want businesses to close. So I know that we can look at that a little bit differently. But on the other hand, if the main concern is truly safety, and health issues, their appears to me to be a real disconnect in logic and rational thinking in thinking that eating in an outdoor restaurant might be more safe than going to a park that has 170 acres. So you know, I think these are things that I'm sure you've given it some thought and I know you're trying to do the right thing and we're all trying to get through this and it's been 2-3 months now, but things are opening up. And if there are ways to try to make the park more safe, that would certainly

make sense. But when I've seen comments written that oh, they'd need to disinfect the fencing and everything, those things get to be a level of the absurd. They really do. So those are the things that are most important to me. I'm sure you've been taking a look at. But I think that for people who are comfortable using the park, that's great. And for those that wouldn't be comfortable using it, that's their choice. The same way I might not be ready to go sit at a restaurant or you might not, we make these choices. But if we compare the park to other things that have already opened, there truly to me doesn't seem like there's any comparison if we're looking at safety of the residents. So thank you.

Melanie Fuller 28 Frenette Drive came forward to say, first I want to say they did a fantastic job, hit a lot of the top key points. I've been in Hudson since 2007. I'm a MA transplant. I come from the Bradford area. One of the things that I love about this community is the respect people have for others. I have walked Benson's many times during the day, through the years, since it opened. I've experienced it quiet. I've experienced it packed. I do the trails a lot either by myself, or with my son who will sometimes take his bike. We go so much we know which trails he can take his bike on. And we run into people. We run into families. And before this covid-19 started back in March, at that time, last year, years ago, you would step to the side on the trail when somebody was coming through. Common courtesy. I feel that's everybody in this town. Somebody's coming down, you step over. I've taught my son to step over. You let them by, you how do you do, and you move on. I've experienced that going through other trails these past couple months. You're searching for things to go do. You're searching to get outside. You have kids doing virtual school. You have people that are working from home. It's an odd situation. It's a very, very long day. It's beautiful out. It's rained for two or three days in a row. I'm looking for places to go I'm walking down my street, onto Greeley. Who knows? Cars go really fast down there. For example, after my son did his schooling today and I did work we went for a walk/bike ride. He rides his bike, I walk with him. We went to go cross the street. We had plenty of time before the car came up, he slipped getting on his pedal, I had to stop him immediately to cross the street, because the car was speeding up. There's no sidewalks. All I wanted to do was to get to a street to get up to a dead end to do a circle and come back down. Go do two miles and go back to the house. Let some of the energy out. It's a beautiful day. It's going to be really hot the next few days. I love the days where I could just go right over to Benson's. Go do a trail. Go do a few laps around the pond. Busy. Not busy. Quiet, everybody was very respectful. You want to close the playground that's fine. I get the playground. But I think people in this town know what we're up against. It's been a couple months of Governor Sununu and him putting everything together. The President, the doctors, it's all over social media. You can't turn on the tv and find anything else on the news. Even if you're living under a rock, you know what's going on. You know the situation. You know what could potentially happen. I think if people want to go, if people are nervous that they're going to catch it or whatever it may be then stay home. I've been to two restaurants outside in a week and you're a lot closer than I had been on those paths, let me tell ya. Getting up to go to the bathroom, you're coming within six feet and you don't have to put your mask on until you're in the building. So I'm coming within six feet to go to the bathroom. On a path or walking around the pond or riding the bike around, there's plenty of room. So it's an opportunity to open up. To give the residents more. To give them another place to exercise. The stay at home challenge per the Governor. Yeah there are other places to go. I've been on plenty of them. Some like Donna, Jill, Susie said, some work, some don't for people. I think Benson has a lot to offer for the young, the old, the in between. You've got the flat surfaces, you've got the trails if you like going for a hike, there you go. It's in the middle of the town. It's a good location. You can go there then go to Dairy Queen. I've been able to go to Dairy Queen since the beginning of March. So my opinion is it would help and benefit the Town to open that. I don't see any harm in it. Playground, separate situation. Trails around the pond, there should be no issue. Other places are open. Griffin Park just closed their playground. Makes sense. We can do the same thing. We're smart people. We can put a plan together to get people, and they already do, to understand what is going on. So, that's pretty much what I have to say. They said it well before me. That's my two cents.

John Leone 30 Flying Rock Road and member of the Benson Park Committee- Good evening. John Leone. Anyone who doesn't know me, I've been a member of the Benson Park Committee, 11ish years. I'm also one of the founders of and the president of the Friends of Benson Park, someone mentioned a little while ago. Again, most people know we're a nonprofit corporation, separate from the Benson Park Committee, separate from the Town. Our primary existence is to try to raise money for projects at Benson Park. Biggest project by far was the Elephant Barn becoming a museum. That's been our

primary objective. But I guess while I'm here, I just wanted to remind everyone that we're available and willing to help and willing to work with the Chief and any other committees to support reopening Benson Park. I think that you've heard from a number of folks tonight. You've gotten a bunch of emails from other citizens. I think folks are ready and as someone said, we've been living with this long enough collectively that we know what the right things are. We know we're going to try to stay socially distant. There are no two people that are going to sit at the same bench together unless they're family. That's just not going to happen. If it didn't before it's certainly not going to happen now. So I would encourage the Board. Maybe there's a new recommendation coming from the committee tonight. That would be great. I'm looking forward to hearing that but mostly wanted to just remind folks that we're available to help. We have a core group of volunteers that would be happy to pitch in if needed.

Selectman Coutu added, John, seeing you, I'm sorry but I forgot to call you, return the call. We wrote back and forth. Thank you so much for coming John. I appreciate it. Thank you for everything you do for the Town.

5. RECOGNITIONS, NOMINATIONS & APPOINTMENTS

Planning Board - (1 alternate member vacancy which expires 12/31/21)

George Hall Jr. (nomination for alternate member)

Selectman McGrath made a motion, seconded by Selectman Martin, to waive the rules and nominate and appoint George Hall as an alternate member of the Planning Board with a term to expire 12/31/21. A roll call vote was taken. Motion carried 5-0.

6. CONSENT ITEMS

Chairman Morin asked does any Board member wish to remove any item for separate consideration. Selectman Coutu asked to remove item E2. *Selectman Coutu made a motion, seconded by Selectman Martin, to approve consent items A, B, C, D & E1. A roll call vote was taken. Carried 5-0.*

Selectman Coutu pointed out an error on page 15 of the May 12, 2020 meeting minutes. *Selectman Coutu made a motion to approve item E2 as amended. This was seconded by Selectman Martin. A roll call vote was taken. Carried 5-0.*

- A. Assessing Items - None
- B. Water/Sewer Items - None
- C. License, Permits, Policies - None
- D. Donations - None
- E. Acceptance of Minutes
 - 1) Minutes of the May 5, 2020 Meeting
 - 2) Minutes of the May 12, 2020 Meeting
- E. Calendar

5/27 7:00 Planning Board Public Hearing - Hudson Community Center

5/28 7:00 Zoning Board of Appeals - Buxton Meeting Room

All other meetings canceled at this time

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on May 19, 2020

B. Selectman Martin made a motion, seconded by Selectman Roy to seal the non-public meeting minutes of the May 19, 2020 meeting. A roll call vote was taken. Carried 5-0.

Selectman Martin made a motion to adjourn at 8:55pm, this was seconded by Selectman Roy. A roll call vote was taken. Carried 5-0.

8. NEW BUSINESS

A. Covid-19 Scientific Update

The Chairman recognized Chief Buxton who started off saying, Good evening Mr. Chairman, members of the Board. We're here for our weekly update on covid-19. As we traditionally have provided you, we've provided you with three pieces of documentation this evening. One is the Selectmen's briefing. The second is the financial piece and then the third is the incident action plan for the week. Also tonight we're asking you to approve the expenditures of some Cares Act money towards supporting our virtual technologies as we move forward.

Just a quick update, New Hampshire is at 4,149 cases with 210 deaths. Hillsboro County is accounting for 2,095 cases. Currently the Fire Department does have one employee that is in quarantine. It was an outside of work exposure and that quarantine started yesterday, so he will be out of work for the next 14 days. We have no additional exposures internally. He had someone that lives in his home that tested positive for covid-19 so he has a quarantine period because of the direct exposure that he will be out of work for the next 14 days.

Good news as you look at the New Hampshire numbers. Our hospitalization numbers are down for the fourth straight day in a row, we're actually underneath 100 hospitalization-wise. One of the concerns though is that our ICU numbers are up a little bit. So that is a concern as we move forward. Again, long-term care facilities still plague New Hampshire as they announced a couple more updates today. Just from a historical perspective, I know we're going to talk about it later this evening, as we start talking about reopening, and we did start a reopening committee that started today, we do have 8 states that started to reopen that are starting to show resurgence. So when we talk about those social distancing requirements, Illinois and California are two of the states that basically come to mind, and those are also high-density areas that is happening in. So that is an area of caution.

Governor Sununu continues to work though emergency orders as he continues to open the government and look at some different things. He did provide some relief for health care systems and the long-term care stabilization act. We do now have a testing facility located in Londonderry. They're actually expanding testing this evening. That was announced this afternoon. So if you have anybody that has interest in getting a test, they certainly can make their appointment to get over there locally and get a test. If somebody needs help they can certainly reach out to us at Fire Administration and we'll give them a hand working through that scheduling process. As I stated today we had our first

reopening working group meeting. We'll be meeting four times over the next two weeks so today started that effort. We started week 12 of the EOC activation.

Stay at Home 2.0 expires on the 31st of this month. We're waiting to see what the additional guidance will be towards the end of the week as we continue to move forward. Unfortunately they also announced on Friday of last week, an inflammatory syndrome in children that is connected to the corona virus. So we have one case in Hillsboro County. That person is in recovery as of today, as reported. I don't know if anybody caught the headline in the Union Leader first thing this morning talking about the impact of Hillsboro County right now is the hot spot in the State. That comes from our direct boundary connection to Massachusetts and the cross connection back and forth for work. So those are all things that we take seriously.

A couple of goals for this week as we start working towards the opening group. Support the Planning Board meeting. We've been working with the Town Planner for the better part of the week in regards to getting the Community Center plan up and running. I know the Administrator was over there with us last week basically setting up for social distancing, how we're going to view the meeting, how many people can we get inside? Then when we run out of seats inside, what would that option be and Jim McIntosh, I can't say enough good things about those folks, they thought outside the box and they actually have a big monitor to put outside. So there's roll over area for folks to stand and watch the meeting. So everybody should be able to attend, have their input and have a nice clean process, which I know is Brian's goal. That will also be able to utilize the Go To Meeting option to get that put in place. Selectman Roy asked, Chief, can you just go over the process if they want to attend the meeting? To which the Chief responded, great, great point. We announced last week on HCTV a couple protocols as you come to the meeting, the meeting will be a masked meeting. So as we do here, except the presenters when they present, everybody will be wearing a mask. The room will be setup with six foot spacing. There's a twelve foot aisle down the center. So when somebody comes to the microphone to speak they'll actually have six feet on each side of them. They'll be a self-monitoring station outside the building. We'll have a detail there of EMS providers to ask questions in regards to travel and how people have been feeling and temperature checks and those types of things as we let folks in the building. Significant amount of hand sanitizer is over there. More hand sanitizer than we'll probably ever need, but you want to make sure those opportunities are there for folks so as they come in and go out. That's how that's going to work. If anybody wants to provide in time comments but not attend the meeting, please check out the Planning Boards website on the Town's webpage because there is an opportunity there, if you want to get in the queue, to offer in time comments as they go through the presentations tomorrow night. Brian Groth, the Town Planner, has worked very diligently to get that process streamlined the last few Planning Board meetings along with the Zoning Department. They have that set up and ready to go.

The other piece, Mr. Chairman is in regards to Cares Act expenditures. We set out a goal as an EOC 12 weeks ago now, what are we going to look like when we start trying to predict where the futures going to be. One of the concerns was as monies came available, putting together a long-term plan, so if we see a resurgence in the fall, where not in the same situation we are today. We're set up so we can work remotely, we can process needs to the citizens of the Town and provide their services and not have to close again. So part of that is building a more robust virtual network and the IT Director and I and her staff, her staff has been working very diligently on highlighting how we can move that forward. From laptop availability so we can have Go To Meeting applications for the Board of Selectmen, to make sure the server is up to date to move to virtual platforms and those types of things. So this is one of those expenditures this evening that is covered under the Cares Act. So that is part of those monies. So we would put in for direct reimbursement on that. This is 100% with no match from the community. We're just putting this in front of you this evening to talk about connectivity between the Fire Station and Town Hall and go from there, because we need to expand some of our capabilities. So this is an opportunity to do that.

Selectman Martin asked, what is the top item there Chief? The run of the 24 single mode fiber to the Fire Station? To which the Chief responded, so we're actually running an additional piece of fiber optic between Central Station and Town Hall so we can increase teleconferencing capabilities, networking capabilities, radio capabilities, phone, all things above. To which Selectman Martin

asked, something that doesn't currently exist? Chief Buxton replied, yes. We don't have any of that teleconferencing capabilities currently within that building. Selectman Martin then asked, the Dell laptops, those are to replace old ones? Chief Buxton responded the laptops are to actually expand the capability of this group here. That's the targeted group here. So as we do Go To Meetings as we've been working with Selectman Coutu at home to have the ability of folks to be out of this room and conduct the business of the Board. That was a highlighted need that we highlighted as a group. Selectman Martin then asked, then updating of the server, is that something, you probably couldn't be able to answer that question but that something that she didn't budget for? Chief Buxton responded, no, this is actually outside of the whole platform change. 12 weeks ago we didn't know that we would be here today. Now I've asked and challenged and we as a group have said, how do we do this outside of what we're doing and normal business? Brick and mortar, right? This is an expansion of that process. This is to support that goal and this is a piece that certainly has not been budgeted and thought of during the budget process. Not because it wasn't a capability, it wasn't out there. It just wasn't a need at the time. But this has accelerated the need for us to change.

Selectman Coutu said congratulations on 13 year anniversary Rob. Chief Buxton thanked Selectman Coutu.

Selectman Roy made a motion, seconded by Selectman McGrath, to authorize the application of Cares Act monies to be applied to the purchasing of the above listed items. A roll call vote was taken. Carried 5-0.

Chairman Morin stated, the Board has to go over several items that are related to covid-19, and what the residents came in and spoke to us tonight. I want to remind the Board that just because we approve or disapprove something tonight, doesn't mean it's going to happen tomorrow morning at eight o'clock. We have a process that we started with the EOC and that goes through all the checks and balances. If there is anything that needs to be completed, that will be completed before anything opens. Just a reminder as the Chief just said, Hillsborough County right now is the hot spot. Other places that opened up are seeing higher numbers and as we saw over the weekend there were several states that had very large groups getting together and we're waiting to see what's going to happen. There are several proposals tonight that we're going to talk about and we're going to take them each separately because they all have their own items that need to be addressed.

The first one, the Governor approved that baseball teams, little league, things to that nature, can start having practices with certain rules and regulations. The Chief is going to go over that right now and discuss the options and how we can move forward to open the ball fields if the group decides. Chief. Chief Buxton started by saying, so the first piece is we provided a document this afternoon that I know the Chairman sent out regarding amateur and youth sports. They at this point are not endorsing any games. I want to be crystal clear on that. There will be no games taking place. We're basically looking at running practices and skill sessions. What we looked at are the requirements there. There are some training requirements that are going to be required of the staff. So the recreation department does not run the little league in this community. That is a private organization for both baseball and for softball. Basically what we wanted to do was provide an opportunity, provide them some training in some safety and health and make sure they're in tune with the things they need to do. No group equipment. Everybody needs to have their own equipment and they need to have their own hand sanitizer and make sure it's all wiped down and utilized independently. That has additionally morphed into a review of the utilization of the pickle ball courts. Is there an opportunity to put those all in the same piece. The pickle ball court location over on Central Street is very much 8 people within the fenced in area and only 8 people. So we're underneath the 10 parameter and social distancing should be able to take place there to make sure they can do what they need to do. We've made the recommendation to the Chairman earlier today that said, hey, if we provide this training, we believe that this is something that you can move forward with within a reasonable amount of time. That is what the recommendation was.

Chairman Morin asked, what was the date on that? To which the Chief replied, we had talked about to get the training out, and provide them an opportunity to be ready for June 5th. Selectman McGrath asked, at this moment are we just talking about the pickle ball court? Chief Buxton responded, pickle

ball and the baseball teams being able to exercise and working within the guideline that was given. Selectman McGrath then said, I have a couple questions because I read over the material and I highlighted some of the things that kind of stood out to me. So looking at the Stay At Home, the reverse side, page 2, the middle of it, item # 3C, and people wearing face covering must not touch their eyes, nose, mouth, who is going to monitor that? Chief Buxton answered, so that's why we're going to provide the training. That will be the coaches' responsibility. That is not our responsibility to go out and enforce. We're going to provide the education in what they need to do to make sure they're keeping the kids safe and move forward with that. Selectman McGrath then asked, on page 3 item #7 staff and other volunteers should not transport any athletes that are not immediate family members. So are they going to be responsible for bringing these people in or? Chief Buxton responded what they're basically saying is no commuting. So I couldn't go pick up your son or daughter or Selectman Roy's son or daughter and go play baseball. Everybody has to have their own independent ride unless we all live underneath the same roof. So they're very much discouraging to the commuting to the ballpark together. Selectman McGrath then asked, last item, item #15 all mouth based activities, you know like spitting, chewing gum, how are you going to take care of that? Chief Buxton responded, that would be up to the coach to deal with. We'll provide the education and it's up to them to police.

Selectman Martin said, I see the title of the document is baseball, softball that should be out there so we're not excluding softball. Chief Buxton confirmed, it would be baseball and softball.

Selectman Coutu said, I have two questions now. Did you say just baseball and softball? Or is it baseball, softball and pickle ball? Chief Buxton responded, baseball, softball and pickle ball is what we're talking about. Selectman Coutu then went on to say, the only question I have Chief, when the kids are not playing ball, organized game, but the they're practicing, as you know they have one hand in a glove and the other hand to take the ball to release it to the other player. Is part of the recommendation that they wear a second glove? Either a baseball glove, that are manufactured or a rubber glove? Something to cover the bare hand that they're going to use to throw the ball? Chief Buxton replied, nothing that I read in here. They're encouraging hand hygiene, utilizing hand sanitizer, and soap and water. That has been the recommendation right along for these types of sports. Selectman Coutu then said, so every time they come in off the field the coaches will be trained to ask the kids to sanitize their hands because they were handling a ball that was handled by 3-4 other kids? To which Chief Buxton responded, before they can step onto the field they need to sanitize their hands, every time they come back to, they're not going to be allowed to use the dugout, so every time they come back to the dugout area, they will be asked to sanitize their hands and before they go on to their next activity. Selectman Coutu responded, thank you sir, I appreciate it.

Selectman Martin then said, that just leads me to one more question, when obviously we know when we play baseball, especially with young children, the dugout is the safest spot when a ball is hit. I know you're not playing organized games, but some of the practices still have batting where they coach pitches, so my concern is now the safety where they don't get hit. Chief Buxton responded, I think that all will be reviewed. I would assume the bulk of the time when you're doing that activity, they'll be outside the fence line anyway. That would be the safest spot for them to be because they're not going into the dugout. So they'll use an alternative gate to actually get into the field. They won't even go near that. They'll be on the outside of the fence.

Chairman Morin then said, just a review for the Board and the general public; strictly practices, the Fire Department is going to put a training program so the coaches can be all trained and that will verify that they have gone through the training, and we're looking for a June 5th opening date for baseball, softball and pickle ball. Chairman Morin then asked, does anybody want to make a motion to open baseball, softball and pickle ball? *Selectman Martin made a motion to open baseball, softball and pickle ball, seconded by Selectman Coutu. A roll call vote was taken. Carried 5-0.*

Chairman Morin then said, the second item we need to discuss, the Governor opened up the beaches with limitations and there's plenty of documentation to go with that. So we need to look at Robinson Pond. It normally doesn't open until June 1st anyway, so we're still in that period where it's closed. Chief? Chief Buxton then said, so I made the comment today on the EOC briefing, that yes

the Governor had allowed people to utilize the beaches. I don't consider the beach to be open based on the fact that all you're doing is walking, running, swimming or fishing. Kayaking, those types of things. You can't sit down on the beach. So the reality is how do we apply that rule here locally now with Robinson Pond. We have our own beached area and basically does it make sense for us to put a restriction like that in place? It's a very small beach. It is not a large beach. It is one of the local swimming areas. One of the concerns I had expressed to the Chairman was in regards to, both Manchester currently has closed all of their aquatics for the summer. It appears that the City of Nashua is contemplating the same because they don't want the influx of people being pushed down from Manchester. I need to raise your awareness to say, we could end up with an influx of folks just based on the fact that Manchester and Nashua, and I understand that Robinson is a residents only area, but that is routinely staffed by a 16 or 17 year old kid. We're really putting ourselves in a high liability market as far as I'm concerned, in regards to how do we get that accomplished. My recommendation to the Chairman was at this point, that we leave that closed and we don't move forward with opening it. Based on the fact that it's a small area and to meet the beach requirements we really wouldn't have anything available there anyway.

Selectman Martin asked, generally when we open that park there's usually a water test that comes back failed and they close the park anyway. So I don't see no harm in keeping it closed. Except for the walking trails. The Town Administrator explained, the walking gate is currently open so residents can walk in, walk up in the trail and then walk back out. But there is no picnic tables out, there are no porta potty's out and it's posted on the beach "no beach access". Selectman Roy then said, I just want to be clear, so it's just the beach that would be closed. So you can still go on that small boat ramp and put your kayak in, you can use the walking trails. Everything but the beach. Chief Buxton responded yes. You have a public boat access point without having to get down to the beach area. We're asking you to use that to launch your kayak, canoe, boat, whatever you may choose to do. Selectman Coutu stated, in light of the information that the Fire Chief has given us about Nashua and Manchester, that's news to me. I would certainly propose that we adhere to his recommendation and I would be more than happy to support his recommendation at this time, not to open Robinson Pond. Chairman Morin asked, motion? To which Selectman Coutu said that's my motion. This was seconded by Selectman Roy. Selectman McGrath had the comment, after seeing what took place in Missouri and Florida, I think it's a smart thing to do to not open Robinson. Chief Buxton then asked, can you just make sure the motion zeros in on the beach? I don't want somebody to think that we're closing Robinson Pond recreational area this evening. So if we could just make sure that beach is in the motion that may be somewhat helpful tomorrow morning. Chairman Morin asked Selectman Coutu if he heard the Fire Chief. Selectman Coutu agreed with the change to the motion. Selectman Coutu made a motion to keep the beach at Robinson Pond closed at this time. Selectman Roy seconded this. A roll call vote was taken. Carried 5-0.

Chairman Morin then said, the next item is Benson's Park. Chief Buxton started by saying, as you're aware the Administrator had brought forward, May 6th, a recommendation with two options for Benson Park. At that meeting the Board chose to take option one which was to keep the park closed. We had concern about the numbers down there and the volume people who are going to attempt to use that. We did open up the rest of the conservation areas in Town and provide opportunities for folks to do the hike local challenge Governor Sununu pushed out. So one of the things listening to the public tonight, listening to the emails that we've had in conversation, because people have been calling our offices too, There was a discussion today with the Chairman, is there an opportunity for us to revisit what that looks like. What our suggestion was is that make Benson Park a walking park. Don't afford the opportunity to for people to gather in groups. Don't provide opportunities for private parties to go in there. Don't provide opportunities for people to use the play station or the Old Lady in the Shoe. Just use the walking trails and utilize some of the same guidance that we received for other State Parks. The State has put in place another State Parks and the beaches. Use it for walking areas and afford them the opportunity to utilize the walking trails and post it that way. So we have some signage that we need to purchase. We have the opportunity to isolate the picnic tables, move some benches, and fence around the play station and those areas and we believe we can potentially get that off the ground over the next two weeks and be prepared for a soft opening there if that's the will of the Board. So that's where we're at tonight. Chairman Morin added, just to clarify,

that does not include the dog park and all the buildings will remain closed, including the restrooms so there's no small spaces where people can gather.

Selectman Martin said, I didn't bring the document with me, is that include taking out the picnic tables and the park benches? Chief Buxton responded, the park benches would be removed. The picnic tables we would do some sort of isolation on them because they're permanently installed. After review there would be some significant re-engineering to be done if we removed them. So we want to make sure that for that cost, with the unknown of how long that would be, we just would leave them in place but isolate them somehow to make sure they're not usable. Selectman Martin then said just one other thing. I understand no restrooms and there's a porta potty there. Town Administrator interjected saying, it will be locked and only for the use of the employees while there. Selectman Martin then said, you know, I have heartbreak about this. It can be locked but can be unlocked at the same time. Somebody wants to be destructive they can be destructive and open and use it or whatever and I know that if all the buildings are going to be closed and we're not going to open the regular restrooms we put in there, why can't we remove the porta potty? The Town Administrator replied, because we have people working there from our staff and they might be in there for three or four hours. It would be very unproductive for them to leave, go back to the shop to go to use the restroom. The Chairman then added, let me make it clear, if we have problems in the park, it will be coming back to this Board to close it again. So I want to make that clear. That we're going to open this, see how it goes, I understand human nature and the three ladies that made presentations tonight, absolutely. But you know how human nature is. So I want to make that clear, that we will come back and revisit this if we need to close it.

Selectman McGrath was recognized by the Chair and said, I have some things. As you all know I watch the news and I'm keeping up to date with this virus because I have family members that have comorbidity, I have an elderly aunt that I haven't seen in months because she's 98 and I can't bring anything to her and I don't want anything brought to me that I'm going to take back to my family. So I understand the angst that people are going through. We're all going through it. I think every single person in this room tonight, at some level, is having difficulties. Every employee in this building is having some difficulty on some level. Everybody responds to it in a different way. But I think that we need to be extremely careful. So I'm going to relay a couple of things to this Board. I did some research and I also talked to a pulmonary doctor on Thursday. She's a pulmonary critical care doctor, who has an excess of 30 years of experience. She also teaches at Harvard Medical School. So we're not talking about someone that doesn't have an education and the background that's necessary. I talked to her on Thursday afternoon. She told me that she spent the last two and a half months in the intensive care unit taking care of covid patients. She works at Brigham and Women's hospital. She's dealing with this on a daily basis. Critical care. I asked her if I could question her about something that's not relate to health but about the park. She told me that she thinks that we should not open it. She said this is a deadly virus. It's nasty. The patients that she's dealing with not only affects their pulmonary function, their lungs, but it affects other organs of the body. She said it's getting a little better but it's not to the point where you should start opening things up. So that's number one. The other thing, and I was going to question Chief Buxton, he mentioned it in his presentation, about one incident in Hillsborough County of a child that has come down with the Kawasaki syndrome. And I've printed that out today to look at that and respond to that tonight. This is a multi-system inflammatory syndrome in children. I'm going to provide this to the Town Administrator so that it can be placed on our webpage. It lists the symptoms that they have, I'll just read the first paragraph. Multi-system inflammatory syndrome in children is a condition where different body parts can become enflamed. Including the heart, lungs, kidneys, brain, skin, eyes or gastrointestinal organs. They don't yet know what the cause is, however it can be serious and even deadly. Most children that have been diagnosed with this have gotten better with medical care. But there's a number of symptoms that go along with it. Children rely on adults to make decisions to keep them safe. And unless that playground is completely isolated and there's no potential at all that a child can be placed in that playground, I'm not voting to open the park. So that's one. The CDC website which is also part of the presentation, but I had printed this our earlier. I'll give this to the Administrator as well. Visiting parks and recreational facilities. Protect yourself and others from covid-19. So it's saying the do's. Visit parks that are close to your home. Prepare before you visit. Stay at least six feet away from others. Play it safe around and in swimming pools. Keep space

between yourself and others. Don't: visit parks if you are sick or were recently exposed to covid-19. A lot of people that have been exposed, don't know they've been exposed. Don't visit crowded parks. Don't use playgrounds, don't participate in organized activities or sports. So I'll present that as well. And then, the other two things that I printed out, I looked on the Health and Human Services and they graph out the number of cases throughout the country. But I selected our county, Hillsborough County in the State of New Hampshire. As well as Middlesex County in Massachusetts because they're the closest to us and that's who we're going to be getting. An influx of people from Massachusetts and we can't stop them. So Hillsborough County when I printed this out today, 2,132 cases, total deaths 114. We're at the highest level throughout the State. The rest of the State is substantially lower. Rockingham is next with 1,230. Middlesex County has 20,539 cases. As opposed to our 2,132. They have 22% of the States cases. They're at the very highest level. The next county next to them is Suffolk County and they have 17,480. So I think that those are examples and details that we need to be cognizant of when we open Benson's. I've read every email that we've gotten, I've read. I haven't responded to them because I wasn't in a position to. I've read all of them and I think the walking trails are fine, provided that people keep a safe distance and follow the guidelines. But I can't in good conscience vote to open the playground at all, at this time. That's all that I have, thank you. Chairman Morin responded, and keeping all the buildings closed is one of the reasons why we chose this, but Chief can explain about the playground. Chief Buxton said, so the playground will have construction fencing around it, not just snow fencing, to make sure there is no opportunity for anybody to get in there unless they're scaling over the construction fence. It would be 8-10" feet and we'll make sure it's installed and appropriately done. Selectman McGrath then said, let me just add if I can, When all of this started and Benson's closed and people were having a fit over it and wanted it reopened, some of the emails that these ladies talked about they were the initial emails that I have read. They weren't demanding. They were just requesting and they were well written and I mentioned it at one of these Board meetings. But I called Jess (Forrence) to find out what we could do to open up Benson's. If there was a way that we could, safely. He said that he had taken a ride through there, after the park was closed and he found, despite the barriers, to getting in, and despite the signage that's there, he found that there were two or three families, sitting on the picnic benches having a picnic lunch while their kids were playing on the playground equipment. Totally ignoring that the park was closed. Totally ignoring the boulders preventing them from getting in and totally ignoring the signage. So I'm not convinced. I know some people will follow the guidelines but then there's going to be others that will not. The Chairman responded, I can tell you that beach at Robinson Pond is closed and clearly marked and the Rec Director said there were 17 people on the beach today. Human nature. It goes both ways.

Selectman Coutu said, I only had one question. It had to do with the fence. I got a pricing for it, I imagine it's going to be probably the same price that you have. It's on a monthly basis, correct? It's about \$3500 installed and for the first month? To which Chief Buxton responded, I think we'll actually be able to do it less expensive than that because of the way we're going to be able to move it around. We're trying to do it as fiscally responsible as we can. But it is monthly rental charge. Selectman Coutu then said, I appreciate that and I know you will. Mr. Chairman, I want you to know that I concur with the statement that you made. If the park is going to be abused to a point where people are going to get destructive to get into the playground and that is my full support, to Selectman McGrath in regards to having the playground completely enclosed, I wouldn't want it any other way, but if there are going to be a significant amount of violations of the rules that the Chief plans to have posted on the signs, and the abuse the benefit that we're giving them and they committee, your committee, the emergency management team, decides at some point that the park needs to be closed, I know it won't be a vindictive action and I will support it. So I support what you said Mr. Chairman. As you know I've been a strong advocate about opening this and again, I know this isn't going to happen tomorrow morning. There's fencing that needs to be installed, there are other logistical areas that need to be addressed and I appreciate that. Chief, here's another question I wanted to ask you, I knew there were two. You answered one about the fencing, how high it will be. I wanted people to know that it isn't going to just be a four foot fence that even your dog could jump over. Chief, is there any way that we can make it a Hudson resident only, as I proposed? And see if we can get a volunteer to sit there and take ID's, probably 2-3 a day, alternate them. Or is that out of the question? Chief Buxton responded, I would need to read the deed. I'm not sure that we can. The Town Administrator added, you can't. Selectman Coutu then said, you can't but the Governor could

override the deed and make it different. In the matter of an emergency he can declare Hudson residents only in the park for the period of time until which, he says that the emergency no longer exists. I believe he has that authority. So could you touch base with the Governor's office relative to that? Chairman Morin responded, we'll look into it. But I have a question for you though. I don't think you're going to get a volunteer to sit there 8 hours a day or 12 hours a day. We're going to have to pay somebody and we're going to have to pay somebody with some authority to do that. Just for you to think about, if we get that answer. Selectman Coutu then said, if the Board doesn't support it. That's fine. Let's get it open and deal with it. I thought if we could get an exemption for Hudson residents only, I don't think they'd have to be there 12 hours. We could set new hours for the park to be open. We're opening the park. We could say 8-5 or 8-8, well that would be 12 hours. 8-7, and that would be it. Lock it up at seven o'clock. I don't know Mr. Chairman. I appreciate all that's gone into this. I know you and I have both had some angst about this. You on one side and me on the other. But I know that the Chief was ready to recommend something once he felt that there were enough regulations relaxed by the Governor that would afford the opportunity. And again, I realized that it's not going to happen tomorrow he'll deal with the needs and necessities to get it open. I'd like to have an up to or by date. Is it going to be the first week of June, the second week of June? That would be helpful if we had some sort of a date. Of course that would be pending getting the fence around the playground. Chairman Morin added, we do have a date, Selectman Coutu. June 16th. To which Selectman Coutu added, that's fair. I just want, for those people who are listening, and they're saying why not now, because there's a lot of work that needs to be done. There's some prep work that needs to be done. Safety precautions need to be taken. Don't get upset because it's going to be put off for three and a half-four weeks. We're looking at a little more than three weeks. Don't be upset. The Chief needs to work on the logistics as does the emergency management team. I just got a message flash saying I'm so happy the parks going to be open. So I think that generally speaking the populous will be very happy and I'm happy and I think June 16 is fair considering the logistics. Thank you Mr. Chairman. That's all I've got to say and I'm prepared to make a motion to that effect if you're ready for it. At this point Selectman Roy interjected asking the Chairman, can other people have discussion, please? Chairman Morin that said to Selectman Coutu, no we have a couple more people who'd like to speak first.

Selectman McGrath was recognized by the Chairman. She said, so, Selectman Coutu mentioned about closing the park if there's substantial infractions? One infraction is going to do it for me because we're talking about people's safety and their lives and if people aren't going to respect the fact that people might get sick from their actions, or might lose their lives because of their actions, the park doesn't deserve to be opened.

Selectman Roy then said, first I want to take some time and thank Deputy Chief Paquette, Chief Avery and the DPW Director Forrence and the Town Administrator. They spent a lot of time coming up with a very detailed plan about how this would look going forward. So I just want to take some time and thank them. I am quite frankly not comfortable with this, even with everything we talked about. We are in Hillsborough County which is, as Selectman McGrath stated, has the highest numbers in New Hampshire. We are a neighbor to Middlesex County which has the highest numbers in Massachusetts. If it was a situation of somebody goes to the park and they themselves get sick that's one thing. My problem with it is they take it forth. They go forth and they potentially spread it to other people. So I'm not entirely comfortable with this, but I understand what the citizens want. Prior to this I spent a lot of time at Benson's Park. My dogs love Benson's Park. So I will with some trepidation will support opening it with some restrictions and Mr. Chairman, I am prepared to make a sort of detailed motion.

Selectman Martin said, I understand there's a lot of preparation into these plans as well. I don't discount what went into these plans and the effort that went forward. There are a lot of issues. We're all in this together. Yes, I'm one that keeps saying there are plenty of places to walk. Yes some places aren't even handicapped accessible. There's bumps in the trails, trees sticking out of the ground. Stuff like that. But my biggest heartburn on this is the fact that we have to spend money to open the park. We have to put a fence around the playground. A fence around the picnic tables and we got to take all those park benches out. Then we have to have a plan to put them back once covid-19 goes away. We don't know when that's going to be. My heartburn is the money. I understand

people want the park open, but, he wants to speak afterwards, but I'm not here to spend the taxpayers' money to remove park benches. Put fences up to keep the kids off the playground, or the picnic tables when we can just say, keep the park closed. I had a discussion earlier. I said I would be in favor of opening the park but just listening to everybody, putting in my two cents, I don't feel it's safe at this time. Because I know firsthand, there are people that don't even listen to the signs if you have a fever at home. Like I said before, I had it happen to us at work. And I don't feel safe opening the park. So my vote would be to not support it. Thank you Mr. Chairman.

Chairman Morin then said, I have you Selectman Coutu. Hold on one second. He went on to say, let me just answer a couple of your questions. The benches, removing the benches are not going to cost us any money due to the fact that we're going to bring some of the off week employees in and they're going to strictly work in the park so they will not be with the general population of the Public Works department. They'll be coming in on their regular pay and everything taking care of that. So they won't take anybody off the street that are on this week. They'll be other people. The picnic tables, if I'm correct, we're just going to circle with some caution tape or something. But fencing, we're not going to do every picnic table with a big 10' fence. That would be kind of, you know what I mean? Unless we just do the whole picnic area but that needs to be looked at and that's what the Chief's working on. Selectman Martin then said, just to be devil's advocate, to keep you honest, I understand the logistics of brining in the other side of the Public Works department, but there's still and expense to remove those benches. Chairman Morin agreed, there is yes. To which Selectman Martin added, then there's an expense to put them back and like I said, I don't discount all the work that you folks have done, you've done fine work, but for the safety of the people, I can't support it. Thank you Mr. Chairman.

Chairman Morin then recognized Selectman Coutu who said, a couple of things Mr. Chairman. I'd like to, I don't want to become argumentative with anybody this evening, over this. Believe it or not I do respect people's opinions. I just want to remind Selectman Martin that we are faced with a virus situation. And as we move forward, and as we have been moving forward, we have to realize 1) Benson Park belongs to the people. 2) We want to open it safely, and with a strategic plan, for those people who primarily own the park. When you talk about spending money, in compared to all of the money that has been spent to date, on having to upgrade our communication systems, having to, the amount of money we're going to spend on Plexiglas. Temporary Plexiglas, then permanent Plexiglas. The dollars, it's mounting and it's just a necessary evil to spend money to have people be safe. And yes, it's going to cost a little bit of money to be able to fence around and secure an area so that the people who are looking forward to use the park want to do so safely. It's being recommended by the emergency management team. They're asking for at least until June 16th to be able to open the park so they can get all of this work done. The money is all refundable there's \$660,000 available to the Town of Hudson and the Fire Chief, if he's still there, I think would agree with me, if we don't spend that money, the State of New Hampshire gets that back and they'll find a way to spend it. So to spend some of that money, which comes down from the federal level, and I know we're all tax payers, but covid has cost us billions and billions of dollars nation-wide. If we have \$660,000 at our disposal, and we're going to pay \$3,500 to put a fence up for a month and even if it was 2-3 months before the emergency subsidies to where we can open it, so we're going to spend a little more than \$10-\$12,000 to secure an area so that the people can enjoy the park. So, I hope Selectman Martin changes his mind, I'm getting a little nervous. But I do have a question for you Mr. Chairman or for the Fire Chief. Are you ready for the question? If they open the park, will the Friends of Benson's be able to open their store? To which the Chairman responded, no. Let me rephrase this, they will not be selling items within the building. They can set something up outside and we're going to get into committees and things like that very shortly and they'll be some training that they'll have to go through with the Fire Department before they do so. Selectman Coutu replied, okay, so I know there's no food and beverage. They can't sell food and beverage and you're saying it would be treated like a regular retail outlet. You can walk up to the door and say, hey, can I have one of those t-shirts, they can bring it to them, and sell it that way, on the exterior of the building. Just as though they were a retail store. Chairman Morin responded, I think once they get the training through the Fire Department that they would be able to sell food and drink at this point but it would have to be set up outside. It would not be inside the building. Selectman Coutu then responded, okay, that's fair Mr.

Chairman. They've been, I've had a few people messaging me and I just want to reply to that last one I just got. I'm very satisfied with your answer Mr. Chairman, thank you very much.

The Chairman recognized Selectman McGrath who said, so Selectman Coutu while, you're sitting there participating in this meeting, you're getting text messages that you're responding to? Selectman Coutu replied, yes ma'am, I do. Selectman McGrath responded, that's nice. The rest of us aren't entitled to that information. Selectman Coutu then responded, somebody's asking me a question to ask, so I'm asking the question. I'm making it public. Selectman McGrath then said, it's not worth arguing.

Selectman Roy was recognized and said I'm prepared to make a motion. To which the Chairman responded, one more thing before you do that if you don't mind. The Chairman then said, I've got to say, I'm on the same line as Selectman Roy and Selectman Martin. I have had numerous conversation with the Fire Chief on opening and closing it because I also have some large concerns about opening this park and how this virus spreads. I'm going to make it clear as Selectman McGrath did. If we have any problems I would definitely vote to close it because the community, the EOC, has been working extremely hard to keep our numbers low compared to the communities around us. Especially where we have Massachusetts just to our south. Nashua next to us, Londonderry, they all have very high numbers. We have done extremely well keeping this under control. I don't want to see that explode because we're making decisions and opening things that we shouldn't be opening or allowing things that we shouldn't be opening or allowing things that we shouldn't be. I understand that people need to get out there, absolutely, but. At this point I will be voting for it but I want to make it clear that if anything goes on, I will be the one who brings it back to this Board to close it.

Chairman Morin recognized Selectman McGrath who then said, I have one question for Chief Buxton. If there's an uptick in illness is there any way to find out where the people may have contracted it? So that if it can get tied back to Benson's Park is that something we'd have an ability to get? Chief Buxton responded actually that's one of the things we talked about on a call this afternoon was in regards to contact tracing and that is something the Department of Health and Human Services very actively pursues. I would tell you that probably 70% of your efforts have been put into contact tracing and figure out where people have been to visit so they can isolate and contain the virus and make sure that they are trying to keep our numbers as low as they can. So if they get a positive, they certainly have an interview with the person that is positive and try to figure out where they've been and they've visited and bring that forward. That is a piece of their responsibility. Selectman McGrath then asked, is that something we'd get fairly quickly after if there's an increase in illnesses or would it take longer? Chief Buxton responded, I think it takes them a few days anyway to pull that together and then you would know if there is an outbreak in regards to whether it's a long-term care facility or early, early on, I know the churches have been closed, They had it tracked to a church in another state where a person attended mass brought it in with them and explained that so we would be able to gather that information as it comes forward. Selectman McGrath then said, so just to go one step further, just as an fyi, I don't know if all of you know, some of you know, but there's a former employee from this Town that contracted covid. Was hospitalized for a couple of weeks on oxygen. Has since been released but is still not well. Still is short of breath and having difficulty and having to be on oxygen. There's another person we dealt with throughout the Town over the years and he contracted covid by attending a meeting and I think that he's critically ill. He's on ventilator and I don't think that the outcome is going to be good. So those are two cases that we here can relate to. It's just mind-boggling.

Chairman McGrath then said, one other thing. Selectman Coutu suggested requesting from the Governor to limit to NH residents. Is that something this Board would want the Chief to move forward with? Selectman Roy said I don't think that's an enforceable thing. First who enforces it and how many resources do we devote to just the enforcement of the. Selectman McGrath added, first of all I don't think it's enforceable. Number two, we'd have to dedicate people in authority, whether it's the police department, whether it's a selectman that might be willing to sit at the park and check licenses, but I'm not willing to that. I'm not willing to put them in harm's way. Chairman Morin asked Selectman Coutu, do you have that? We're not going to pursue the Governor at this point. At this time Selectman Roy was recognized.

Selectman Roy said, I'd like to make a motion to open Benson's Park on or after June 16, 2020 depending on availability of supplies and equipment. The buildings will remain closed. The restrooms will remain closed. The playground will be closed and fenced. The dog park will remain closed and signs will be posted. I'd also like to add that we reserve the option to close the park if necessary.

Chairman Morin asked, any second? To which Selectman McGrath seconded the motion. Chairman Morin asked if there was further discussion. Selectman McGrath said, the park is to be closed for any infraction. I want it to be specific. Selectman Roy added, I'm willing to make that amendment. Selectman Coutu said, so we're going to hold this to a different standard than we are businesses and what not that are also being regulated by the Governor's mandates. So if one person goes in there and doesn't have a mask on, we're going to close the whole park down for that one person because they took their mask off or something? That's an infraction. Selectman McGrath then said, so I'll withdraw my second. Chairman Morin then said, Selectman Coutu, you've got to remember. It's a five person Board. So it has to come in front of all of us. Selectman Coutu replied, I understand that, if I'm not entitled to make comments why do you call on me to make comments? I asked a question. All right, never mind Mr. Chairman. Chairman Morin then said, you asked the question, and I gave you an answer and it was basically to back you up. Is there are five people that have to vote on it, not one. Selectman Coutu replied, no I understand that but it's come down to if we have one infraction, we're going to shut this down. That does not seem fair. Maybe somebody would have an infraction if they're asked to put their mask back on, oh, oh, I'm sorry, they'll put it back on. But if somebody else was standing there and they pick up the phone and say there was an infraction, we're going to shut the, it doesn't make sense. I can understand if there's a few complaints and it's repeated, fine, shut it down. But I can go into stores that mandate you wear masks because people are not wearing them. They're not shutting the stores down. It's just, excuse me? Chairman Morin responded, I was going to say again, somebody can bring an infraction, but there's five of us that have to vote on it. So it doesn't mean it's going to go. So I understand what you're saying but as a Board, we have a right to bring anything forward to the rest of the Board and then the Board as a group makes a decision. Selectman Coutu responded saying, that's what I'm trying to do Mr. Chairman and you cut me off. I'm sorry. Can I ask you one more thing? Based on the motion made by Selectman Roy, it didn't say anything about the Friends of Benson barn being open. Should that be in the motion just so no one could say, well they didn't say that you could open? With the restrictions as recommended by the Fire Chief. Chairman Morin said, I'm going to send that over to Selectman Roy.

Selectman Roy said, I think that should be a separate thing. Maybe there's some coordination that needs to be done up front between the public health folks and the Friends of Benson's Park so everybody knows because I don't want the Fire Department to have one expectation and the Friends have an expectant that they can't meet. So we have til the 16th. I think they should do a little coordination and that should maybe be a separate motion at the next meeting.

Chairman Morin asked, did you get that Selectman Coutu? Selectman Coutu said, yes and I'm good with that. I know that the people will work with the Fire Chief. He knows the people and he knows they'll work with him. Yeah, I'm fine with that. And by the way Mr. Chairman. I believe the second was withdraw, to the motion and if it has, then I will second the motion.

Selectman Martin asked, in your motion I didn't hear anything talk about face masks. I just want to make it clear. You didn't say anything in your motion about face masks. I know they're required inside but why would, I don't know why you would require them outside. But that's not for me to. Selectman Roy responded, I'd refer to the Chief to what your expectations are. Chief Buxton responded, my expectation would be that we encourage the facial coverage in the area that they cannot provide social distancing. So if I'm in there at seven in the morning walking the dog by myself, I might not have a mask on. But if I'm on a trail at three in the afternoon, and I bump into a family, I need to have a mask to put on to make sure we social distance as we pass on the trail. So that happens. That is in line with exactly what they're doing at the State Parks.

The Chairman asked, Selectman McGrath, did you withdraw your second? To which Selectman McGrath responded, I did. Chairman Morin announced, the second was withdrawn. Selectman Coutu said, I'm seconding the motion. Chairman Morin said, motion on the floor by Selectman Roy seconded by Selectman Coutu. Any further discussion? Selectman Martin said, one more piece I want to ask. And I've read in some of these things that the State is doing. How about parking? That

they'll be no parking along the street? What is it Bush? The Chairman, Selectman Roy, Chief Buxton and the Town Administrator responded, you'd need an ordinance for that unless it's a safety issue. The Town Administrator went on to say, unless it was a safety issue for emergency vehicles, fire vehicles, then they might be able to do something but right now you have no ordinance prohibiting parking. If you were to do an ordinance you'd probably need a couple of public hearings which would take a period of time. Chairman Morin added that's a State road right there. The Administrator agreed, Kimball Hill Road is a State Road. Bush Hill is not.

Chairman Morin then said, okay, seeing no further discussion, roll call please. A roll call vote was taken. Motion carried with Selectmen Martin and McGrath opposed.

Chairman Morin then said, next order of business in reference to covid-19 is that we have the Community Center set up now for meetings. All the seating is done for social distancing with the committee members and anybody attending. All the equipment is going to remain there from HCTV. I think it's time that we get our committees back in so they can get going on some work. We had this discussion again also, so I'll turn it over to Chief Buxton how we would do that. Chief Buxton started by saying, so I was posed a question if we had an opportunity for the Budget Committee to meet over at the Community Center or an additional committee meeting, what would that look like? I think the same protocol we put in place for the Planning Board would be utilized for those meetings also because they are public meetings. So the only piece there is we'd have to provide the Chairperson of each of the committees some additional training just to make sure we're doing the self-monitoring piece correctly and make sure there was a station there set up. Because you certainly wouldn't want to have like tomorrow night, we're going to support the Planning Board with a couple medical professionals up there to make sure. But if the Budget Committee meets, you don't need to have two EMT's up there. They can self-monitor themselves and move forward. Probably the bulk would be the Board members themselves. So provide them that education opportunity and provide them the ability to go ahead and meet. Obviously scheduling however this Board sets their schedule but give them an opportunity to move forward if you wish to do that. That is the recommendation. Chairman Morin asked, any further questions for the Chief? Selectman McGrath made a motion to allow committees and boards to start meeting again with meetings taking place at the Community Center. This was seconded by Selectman Roy. Selectman Martin asked, what about the logistics piece for that for HCTV? The Town Administrator replied, they're going to be set up in there for the duration. With no recreation activities they'll lock the door. The equipment will be there. It seems logical that we can accomplish that mission. Chief Buxton then added, you may want to add a follow-up sentence there meet within the guidelines of the public meeting guidance developed by the EOC. I just want to make sure that they understand that they can't just meet on their own. Chairman Morin then said, okay, so the motion would be to allow the committees and boards to start meeting at the Community Center within the guidelines set by the Governor and his emergency orders. A roll call vote was taken. Carried 5-0.

The Chairman then said, one more thing, Chief. Mr. Malazia can give a better background on this than I can. I just received a phone call and we got two emails sent to the Selectmen's Office today on a blood drive that was supposed to take place on Friday at the Community Center. But due to the fact that we have it all set up and it's going to stay set up as a meeting place instead of tearing it down and setting it up, it was canceled. But we had a request by phone and by email not to cancel it and I told them I'd bring it to the Board. But at this point we have a lot of business we have to do with our committees and we've take great steps to make sure we're meeting everything for our committees to meet. Does anybody have any discussion? Selectman McGrath. Selectman McGrath said, if they can't use the Community Center, do they need that large a space? Mr. Malazia said, it's an annual blood drive called the Jeannie Barkley Memorial Blood Drive. They've traditionally held it at the Community Center because they attract a pretty good number. I think not quite as good as the Police used to do but somewhere in the 150-200 person range. That requires spacing normally. Interview area, recovery area, they get some sort of drink and food at the end. So you can't do it in a room this size. You'd probably need to do it in maybe a school gymnasium that would be an alternative. I think that was pointed out to them that perhaps they could contact the middle school because I believe Ms. Barkley had a connection to the School District. That was recommended because it appears at this time they may have the capacity to set that up there. We unfortunately are set up for the Planning

Board. Now we're going to use all the other committees. I think they've offered to move the equipment but don't if we want volunteer people moving our equipment particularly the cable stuff and all the other things that go with it.

Selectman McGrath said, so the schools aren't in session and I would think that the School would want to step up and help a blood drive. That's my recommendation that they be advised to contact the School. Whether the School Board or Superintendent, whoever is in charge and work with them. I do know that they keep talking about needing blood. Chairman Morin said, they already had contacted the School. They were looking for the option that they already had it scheduled just in case can we allow them in. That's all. Selectman Martin said, not just contact the School District. Is there any assistance we can give so they can get a quick answer before Friday? Can we get a phone call in for the person and say hey Mr. Superintendent we have this going on, can they use the middle school gym? Just to help the person out. I know we're not in the business of helping people out but if we'd known last week I would have said fine but we found out this week. Maybe we can just afford a phone call to the School District. He's there in the EOC, right? It's a good question in the EOC meeting. It just helps that person get one step closer to doing what they want to do. Chairman Morin said, so we'll leave it status quo. Thank you Chief.

B. Primary and Presidential Election Discussion

The Chairman recognized Town Moderator Paul Inderbitzen. Mr. Inderbitzen started off by explained a little show and tell he brought with him. Which was a cardboard and plastic apparatus to protect the Keepers of the Checklist during voter registration. He went on to say, I thought it would just be helpful so you'd get an idea. This is one of the cheap models, because I bought it. My intent would be it's high enough. It can be secured to the base. The Plexiglas ones are two legs with a piece in between. Mr. Inderbitzen explained the pros and cons of the different stands to the Board. He then explained that he's been in contact with the Secretary of State who said he'd only get ten of the portable coverings. The ones he'd like to get are about \$70 so he is trying to find out if he can be reimbursed for these coverings. Mr. Inderbitzen then explained, there's an opening down below. People can hold their license to it. This would be for the check-ins. If it needed to be looked at closer it could be put on the table. When they're done the Clerk could just wipe that area with a wipe. More important for the registration. Remember, we do have same day registration. They're across the table and they're exchange paperwork. So they would need to have gloves. This is what I'm looking at. That was the one item that I requested from the Secretary of State's office. The other item I said is how do I apply for reimbursement for a mailing to every voter in the Town of Hudson. I've got a call into Bud Fitch who is the Attorney General Representative to the Elections Commission on the Secretary of States office. He tried to get back to me today. We're going to try to touch base tomorrow. He wants to talk about the issue. That's one of the earliest things I brought up when we were testifying before the Select Committee is how do we get reimbursement. Who do I apply to? Do the Selectmen have to apply? Can I apply what is the process here? But as you see from my recommendations to you, based on what we're going to be looking at. I expect at least 70% of the voters for the primary which is a small number usually, or for the November election are going to be people requesting absentee ballots. And the Governor under his emergency order, and the Attorney General have issued a guidance that if you have a concern about a exposure to covid-19 and going to vote then you can asked for an absentee ballot based on the disability check off on the request for an absentee ballot. Some people didn't like that because it says you are swearing that you are disabled. So the committee indicated they'd like to see another line there that says concern over covid-19. If that happens, fine, if it doesn't they can still use the disability check mark for an absentee ballot. I expect about 8-9,000 absentee ballot request. Whether we do anything or not. That's a big number.

My thing is what I'd like to see is we encourage absentee ballots. The more we have the less people we have coming into to vote the better off it will be for us. Not better off for staff in the Clerk's office. She's swamped in there. I haven't even been able to talk to her much. So we would need some extra help there. That's the other thing I asked Mr. Fitch about. I don't want to go do this if they say, it's not

reimbursable. The Secretary has a pot of money \$3.2 million but that's for the whole State to assist with elections.

After some discussion on reimbursement options, and different scenarios that might potentially come up in regards to part time help, mailers to all voters and safety precautions, it was recommended to the moderator that he reach out to Chief Buxton. The EOC will work with Mr. Inderbitzen regarding reimbursements due to covid-19 expenses. The Board will invite Mr. Inderbitzen back to give an update on the election precautions at a future meeting.

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

10. REMARKS BY THE TOWN ADMINISTRATOR - Mr. Malizia said, you already made the comments about the blood drive. Other than that, I believe we're all set for tomorrow evening. The public hearing is starting at 7:00 p.m. on the Green Meadow property development and I assume all of you folks will be there.

11. OTHER BUSINESS/REMARKS BY SELECTMEN

Selectman McGrath - We have employees in this building that are taking incredible amounts of abuse from people calling in, being demanding, being nasty. It's uncalled for. I know that everybody is stressed but don't take it out on the people upstairs that are working get things done. I know the land use department is probably getting some abuse too. It's so unnecessary. I told one of the employees this evening that if she gets any more calls like that, they're going to be talking to the dial tone. I think that we all need to support the staff and make it clear to people that think they're going to abuse the people working on their behalf and working hard under stressful conditions, it's not going to be tolerated.

Chairman Morin added, I want to make it perfectly clear we had the police here this week when somebody was coming in to make sure that there wasn't a continuance to an earlier situation. Selectman McGrath said, it's hard if there's a phone call. So my policy is I'm willing to talk to anyone, but if they start being abusive they'll be talking to a dial tone. And that's what they should be doing upstairs. Jill got a call last week. Somebody's friend was very nasty to her. And that shouldn't be tolerated. I want this Board, as a Board, to make it clear to the people watching this meeting and listening to it, that that's not going to be tolerated. Our employees will be directed that if they're getting abusive phone calls that they have our permission and authority to do that.

Selectman Coutu - All businesses in Town are beginning to open. And they've been through some awful times. A lot of employees have been laid off. A lot of businesses may not be able to make it to through the pandemic and be able to open. But at least the Governor is allowing some of them to open. I hope that whether it's a barber shop, a little gift store, a drive up and you know you can pre-call and order it. They can bring it out to you. Please don't cross the bridge. Please shop Hudson, please shop local let's help our business community.

Selectman Roy - I have nothing, thank you.

Selectman Martin - Yes, thank you. As I stated a few minutes ago. I do agree with Selectman McGrath. Nobody should be calling a place of business such as Town Hall and speaking nasty to employees. Whether it be the administrator, executive assistant or anybody for that matter. I agree and support wholeheartedly for transferring them to your supervisor.

I keep wanting to say this. I just want to encourage people to slow down. There's no rush to drive up on my bumper and keep following me. You're not going to get anywhere further than I am.

Chairman Morin - Over the weekend was Memorial Day. Both the American Legion and the VFW held separate ceremonies. The reason they did that was to keep the crowd down. It was not

announced but there was a ceremony in Town to honor our military. The American Legion presented this (plaque) to the Town for our assistance with the Field of Honor. This year they increased it by 35 flags. I just want to thank the American Legion, the VFW, the Rotary, the Lions Club and the Kiwanis Club who purchased two 30"x20" flags flown for the first time on Memorial Day.

12. NONPUBLIC SESSION

Motion by Selectman Martin seconded by Selectman Roy, to go into non-public session under RSA 91-A: 3 II (b) the hiring of any person as a public employee. A roll call vote was taken. Carried 5-0.

Chairman Morin entered Nonpublic Session at 9:17 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 9:38 p.m.

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

Selectman Coutu made a motion, seconded by Selectman Martin to accept Chief Avery's recommendation to hire Frank McInnis as a full-time police officer with a starting salary of \$24.86 (Step 1 with Cert.) per hour, in accordance with the Hudson Police Employee Association Contract. A roll call vote was taken. Carried 5-0.

13. ADJOURNMENT

Motion to adjourn at 9:39 p.m. by Selectman Roy seconded by Selectman Martin. A roll call vote was taken. Carried 5-0.

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

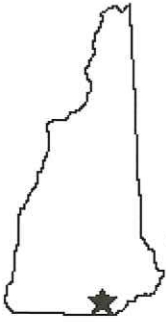
David S. Morin, Chairman

Kara Roy, Vice-Chairman

Marilyn E. McGrath, Selectman

Roger E. Coutu, Selectman

Normand G. Martin, Selectman



TOWN OF HUDSON

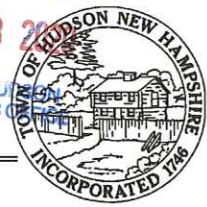
FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

RECEIVED

JUN 03 2020

TOWN OF HUDSON
SELECTMEN'S OFFICE



Agenda
6-9-20

8B

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

Robert M. Buxton
Chief of Department

TO: David S. Morin
Chairman

FR: Robert M. Buxton *RMB*
Fire Chief

DT: June 1, 2020

RE: June 9, 2020 BOS Public Agenda

Please place the following item on the above-indicated agenda from the Fire Department.

Attached you will find a letter to resign from Firefighter/AEMT Joshua Frumkin effective July 1, 2020.

Firefighter Frumkin has been an employee of the Town of Hudson since October 28, 2018. We are grateful for his service and appreciate all that he has contributed during his time here with the department.

We ask the Board of Selectman to accept his letter of resignation and we send him off with the best wishes as he begins a new career as a police officer with the City of Concord.

Motion #1:

To accept the letter of resignation from Firefighter/AEMT Joshua Frumkin effective July 1, 2020 with the Board's thanks and appreciation.

Joshua Frumkin

11A Lawrence St, Concord NH, 03301 | Ph: 1-915-262-8307 | joshuafrumkin24@gmail.com

May 24, 2020

RECEIVED
MAY 29 2020

BY: 

Chief of Department

Robert M. Buxton

Hudson Fire Department

15 Library St

Hudson, NH 03051

Dear Chief,

Please accept this letter as official notice of my resignation from the position of FF/AEMT with the Hudson Fire Department. My last day of employment will be July 1st, 2020.

I have received an offer to work as a full-time police officer for the City of Concord. This is an opportunity I feel I cannot pass up at this time. Over the last 2 years I have been able to grow as a person, but more importantly as a professional. The Hudson Fire Department is comprised of extremely dedicated and hardworking personnel. The Officer corps of the department fosters an environment for career growth and development. Training is a top priority and that shows from the newest member to the longest serving. I can only see much success for the future of the Hudson Fire Department.

Serving alongside each and every member has been a privilege and I will not take it for granted. I will continue working as I have been up until my final day with the department. If there is anything I can do to help make my leaving a smoother transition, please let me know.

Chief, again I want to reiterate it has been a pleasure working for you and this department. I wish you and all within its ranks nothing but continued success.

Respectfully,

Joshua D. Frumkin

TOWN OF HUDSON
EXIT INTERVIEW

Employee: Joshua Frumkin

Date: June 1, 2020

Position: Firefighter / AFMT

Interviewed by: R.M. Isel

I decline an Exit Interview: Signature 

Date June 1, 2020

1. Why are you leaving the Town's employment?

2. What did you like best/least about your position?

3. Were you given sufficient learning/educational opportunities?

4. Were you satisfied with the working relationship you had with your supervisor?

5. How would you rate your immediate supervisor on the following points (Good, Fair, or Poor):

- a. Demonstrates fair and equal treatment. _____
- b. Provides recognition on the job. _____
- c. Follows consistent policies and practices. _____
- d. Encourages feedback and welcomes suggestions. _____
- e. Ability to handle complaints. _____
- f. Expresses instructions clearly. _____
- g. Informs employees on matters directly relating to their job. _____

6. How would you improve department or Town procedures to make this a better place to work?

7. Would you recommend the Town to friends and/or relatives as a place to work?

8. What did you like best/least about working for the Town?

9. Do you have any other comments or suggestions?

Employee Signature _____ Date: _____

Town Administrator's Signature _____ Date: _____

Board of Selectmen Member Signature _____ Date: _____



Town of Hudson Payroll Change Notice

Last Name FRUMKIN	First Name JOSHUA	MI	IT Ticket Completed YES or N/A	Employee # 1115
Dept. Name FIRE	Dept. # (XXXX-XXX) 5730-101	Job Title Firefighter/AEMT		

EMPLOYMENT	Must Be Completed for New Hire or Re-Hire (Circle One for Each Line)
<input type="checkbox"/> New Hire Rate: _____ Start Date: _____	- Is employee currently in receipt of a NHRS pension benefit? Yes or No - Does employee have previous years in the NHRS? Yes or No If yes, how many years? _____
<input type="checkbox"/> Re-Hired Rate: _____ Re-hire Date: _____	- Gender: Male Female - Hours: Full-time Part-time Seasonal Average # of Hours per Week _____

STATUS CHANGE	Beginning Rate	Ending Rate	Other Notes
<input type="checkbox"/> Probationary Period Ended			Effective Date of Status Change: _____ New Step Level: _____ Union or Association Affiliation (Circle one) HPEA (Police) AFSCME (Public Works) IAFF (Fire) HPFTSA (Supervisors) HSS (Support) Library Non-Union
<input type="checkbox"/> Contract Change			
<input type="checkbox"/> Step Increase			
<input type="checkbox"/> Promotion			
<input type="checkbox"/> Second Rate			
<input type="checkbox"/> Re-evaluation of Job			
<input type="checkbox"/> Transfer			
<input type="checkbox"/> Salary Adjustment			
<input type="checkbox"/> Full-time to Part-time			
<input type="checkbox"/> Part-time to Full-time			
<input type="checkbox"/> Other			
<input type="checkbox"/> Comments: _____			

TERMINATION

Voluntary
 Retirement
 Disability
 Exit Interview Accepted
 Effective Date: 7/1/2020

Involuntary
 Resignation
 Layoff
 Exit Interview Declined
 Last Day Worked: _____

Comments: Please pay out remaining earned time

APPROVALS			
Department Head:	<u>Rent M. B...</u>	Date	Initials
Finance Director:		<u>6/1/2020</u>	Prepared By: <u>[Signature]</u>
Town Administrator:			Date: <u>6/1/2020</u>
Chair or Designee:			Payroll: _____
			Personnel: _____

Agenda
6-9-20



8C



TOWN OF HUDSON

Office of the Assessor

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

www.hudsonnh.gov

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

TO: Board of Selectmen
Steve Malizia, Town Administrator

May 21, 2020

FROM: Jim Michaud, Chief Assessor

RECEIVED
MAY 21 2020
TOWN OF HUDSON
SELECTMEN'S OFFICE

RE: Cyclical Data Collection Contract – Addendum #2

The Assessing Department and the Town's data collection contractor, KRT Appraisal LLC, are seeking BOS approval for a 2nd Addendum to the existing Cyclical Data Collection contract addendum. The existing contract addendum, awarded May 2019, called for data collection, and data entry, of 1,646 improved residential properties at a cost of \$22.50 per parcel, the contract further covered all of the commercial/industrial properties in the Town. The addendum request is to extend the contract to cover a not-to-exceed 2,500 Residential improved properties at \$22.50 per property. The department has been satisfied with the performance overall of KRT Appraisal LLC over the course of the original contract as well as with the most recent Addendum. The funding appropriation of \$56,250 for the above is in the approved Assessing budget for fiscal year starting July 1, 2020.

Draft Motion: To approve a 2nd contract amendment to the "Data Collection Project" date 6/12/2018, said addendum to become effective July 1 2020, as recommended by the Assessing Department

Addendum to an Existing Contract

This document is in reference to the Limited Data Collection Contract agreement dated 6/20/2018 with subsequent addendum dated 5/14/2019 between KRT Appraisal and the Town of Hudson, New Hampshire.

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following changes and/or additions that are outlined below. These additions shall be made valid as if they are included in the original stated contract.

Stated Contract shall have the following additions:

10.4 The contractor shall measure and get info at the door for an additional, not to exceed, 2,500 residential properties in the same manner as described in 2 and 3 of stated contract. Compensation shall be \$22.50 per parcel for a not to exceed total of \$56,250.00 and is subject to a 10% retainage.

10.5 All additional work shall be completed by June 30, 2021.

No other terms or conditions of the above mentioned contract shall be negated or changed as a result of this here stated addendum.

Town of Hudson, New Hampshire

By: _____

Date: _____

By: _____

Date: _____

By: _____

Date: _____

By: _____

Date: _____

By: _____

Date: _____

KRT Appraisal

By: _____

Date: _____

Robert A. Tozier, Vice President



FY20

PURCHASE ORDER

(Pending Posting Process)

PO No: **ASR19046**

Date: 5/15/2019

Dept. Of: Revaluation of Property

Job No:

Ship Via: Standard Shipping

Terms: Standard Terms

Comment: FY20, no goods services prior to 7/1/2019-Data Collection contract addendum

TO: KRT Appraisal LLC
191 Merrimack Street Suite 701
Haverhill, MA 01830

Contact: Ken Rogers
Vendor ID: K00015 (877) 337-5574
1099 Eligible: Yes

BILL TO: Town of Hudson, NH
12 School Street
Hudson, NH 03051-4249

SHIP TO: Town of Hudson, NH
12 School Street
Hudson, NH 03051-4249

Attention:

Requested By: jmichaud

ITEM	DESCRIPTION	QTY	PRICE	TOTAL
--	Cyclical Data Collection contract extension - F'	1.0000	56,250.0000	56,250.00
Debit Account No: 01-4152-5410-252-000		Desc: Assess, Prof. Services		
FY20, no goods services prior to 7/1/19				
			Total	56,250.00

Department Head

Finance Director

Town Administrator

Chairman, Board of Selectmen

Board of Selectmen

Board of Selectmen

Board of Selectmen



Agenda 5-14-19
S.C.

TOWN OF HUDSON

Office of the Assessor

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

www.hudsonnh.gov

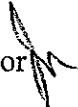


12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

cc - Assessing
Finance

TO: Board of Selectmen
Steve Malizia, Town Administrator

May 14, 2019

FROM: Jim Michaud, Chief Assessor 

RECEIVED
MAY 08 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

RE: Cyclical Data Collection Contract - Addendum

The Assessing Department and the Town's data collection contractor, KRT Appraisal LLC, are seeking BOS approval for an Addendum to the existing Cyclical Data Collection contract. The existing contract, awarded June 2018, called for data collection, and data entry, of 2,250 improved residential properties at a cost of \$22.50 per parcel. The addendum request is to extend the contract to cover 427 Commercial/Industrial properties at \$45.00 per property, and an additional 1,646 improved residential properties, those residential at the same \$22.50 per parcel. The cost of commercial/industrial data collection is traditionally higher than that of normal residential property, there is more involved, at \$45 per parcel that is aligned with the market for these services. The department has been satisfied with the performance overall of KRT Appraisal LLC, the funds of \$56,250 for the above are in the Assessing budget for fiscal year starting July 1, 2019.

Martin/Ray 50

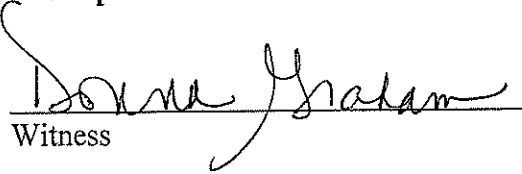
Draft Motion: To approve a contract amendment to the "Data Collection Project" date 6/12/2018, said addendum to become effective July 1 2019, as recommended by the Assessing Department

10. ADDENDUMS

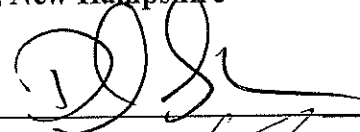
- 10.1 The Contractor shall Measure and List an additional 1,646 Residential properties in the same manner as described in Section 2 and 3 of this contract. Compensation shall be \$22.50 per parcel for a total of \$37,035 and is subject to a 10% retainage.
- 10.2 The Contractor shall Measure and List 427 Commercial/Industrial properties in the same manner as described in Section 2 and 3 of this contract. Compensation shall be \$45.00 per parcel for a total of \$19,215 and is subject to a 10% retainage.
- 10.3 All additional work shall be completed by June 30, 2020.

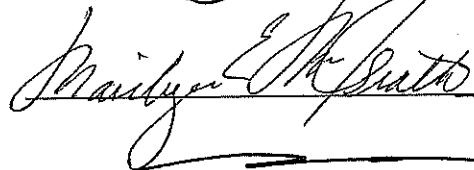
In the presence of:

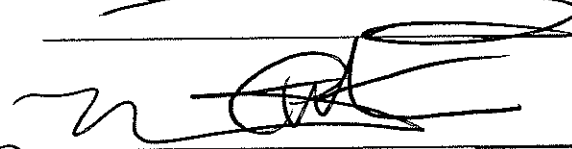
Hudson, New Hampshire

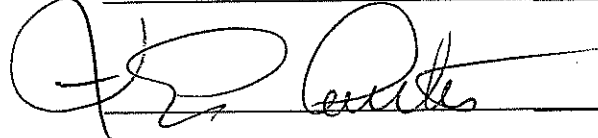


Witness





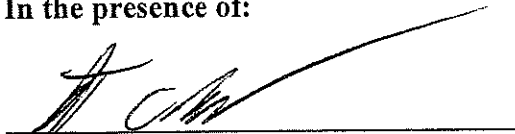




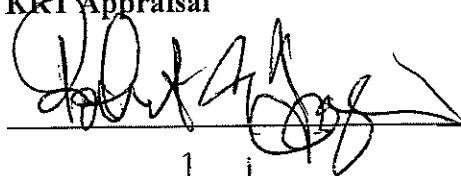
Date: 5-14-19

In the presence of:

KRT Appraisal



Witness



Date: 5/6/19

AGREEMENT

SUBJECT: A limited Data Collection Project consisting of 2,250 Residential Properties to be completed by June 30, 2019 in the Town of Hudson, NH, for tax assessment purposes, in accordance with the standards set forth in the laws of the State of New Hampshire and Administrative Rules adopted by the Department of Revenue Administration.

The Municipality of Hudson, NH, a municipal corporation organized and existing under the laws of the State of New Hampshire, hereinafter called the Municipality; and KRT Appraisal, hereinafter called the Contractor, hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION

- | | |
|-----------------------------------------------|-------------------------------------------------------------------------------|
| 1.1 Name of Municipality: | Hudson, New Hampshire |
| 1.2 Address of Municipality: | 12 School Street
Hudson, NH 03087
Tel. 603-434-7530 |
| 1.3 Contracting Officer for the Municipality: | Jim Michaud, Town Assessor |
| 1.4 Name of Contractor: | KRT Appraisal |
| 1.5 Address of Contractor: | 191 Merrimack Street, Suite 701
Haverhill, MA 01830
Tel. (877) 337-5574 |
| 1.6 Name of Contractor Signer: | Robert A. Tozier, Vice President |

2. GENERAL SERVICES TO BE PERFORMED BY THE CONTRACTOR

- 2.1 Measure and List 2,250 residential properties.
 - 2.1.1. To measure and list 2,250 residential properties (including single family homes, multi-family homes, and condominiums) in a good and workmanlike manner according to New Hampshire Revised Statutes 75:1 and in accordance with the Municipality's "Field Inspection Guidelines."
 - 2.1.2 To remotely data enter all field changes and images into the Municipality's CAMA System.
 - 2.1.3 To leave a door hanger or mail notices to inspect the interior of all "call-back" properties based on appointments made by the Contractor using an agreed upon schedule.

2.1.4 To perform quality control checks by a Certified Assessor Supervisor on at least 2% of the properties listed.

2.2 Completion of Work.

2.2.1 Work shall begin in July 2018. The Contractor shall complete all work in Section 2.1, and deliver the same in final form to the Assessor on or before June 30, 2019.

2.2.2 The work shall be considered complete each year and in its final form only when the Assessor has reviewed the property record cards for accuracy and completeness and the work has been accepted by the Municipality.

2.3 Personnel.

2.3.1 All work shall be completed by the Contractor by persons who have been approved by the N.H. Department of Revenue Administration and then by the Town Assessor, in the grading, classifying and appraising of all property covered by this contract, and all necessary field appraising of all property covered by this contract. The Contractor personnel shall be competent to perform the work they are called upon to do and maintain their current certification with the State of New Hampshire. Additional personnel may be used if first approved by the Municipality.

2.3.2 The Contractor shall not compensate, in any way, a Municipal officer or employee or any member of the family of such officer or employee in the performance of any work under this contract.

2.3.3 Upon approval of the contract and before the work begins, the Contractor shall forward to the N.H. Department of Revenue Administration a list of the approved employees assigned to the project and a copy of the contract.

2.3.4 All field personnel shall carry suitable I.D. cards, which shall include an up-to-date photograph, supplied by the Municipality and signed by the Town Assessor. All automobiles used by the field personnel shall be registered with the Hudson Police Department, giving license number, make, model, year and color of vehicle.

2.3.5 The Contractor's employees shall at all times treat the residents, employees and taxpayers of the Municipality with respect and courtesy. The Contractor shall take appropriate and meaningful disciplinary measures against those who violate the terms of this provision.

2.4 Public Relations.

2.4.1 The Contractor and the Municipality, during the progress of the work, shall use its best efforts and that of its employees to promote full cooperation and amiable relations with the taxpayers. All publicity and news releases will be cleared with the Municipality.

2.5 Confidentiality.

2.5.1 The Contractor agrees to not disclose to anyone except the Selectmen, Town Administrator, the Town Assessor and the Commissioner of the N.H. Department of Revenue Administration or his designee, any preliminary values or new values discovered, for any purpose, or to permit anyone to use or peruse any of the data on file in connection with the project.

2.5.2 The Contractor agrees that the data regarding the project in possession of the Contractor shall be released, upon request, to the Town Assessor and/or the New Hampshire Department of Revenue Administration staff member assigned to monitor the project.

2.6 Compensation and Terms.

2.6.1 The Municipality in consideration of the services hereunder to be performed by the Contractor agrees to pay to the Contractor the sum of Twenty Two Dollars and Fifty Cents (\$22.50) per parcel or Fifty Thousand Six Hundred Twenty Five Dollars (\$50,625) for the 2,250 parcels.

2.6.2 Payment shall be made in monthly installments as the work progresses based on 90% of the estimated proportion of the work completed in the preceding month with a 10% balance being held and accumulated until final satisfactory completion of the project as defined in 2.2.3.

2.6.3 Payment shall be based on monthly invoices submitted by the Contractor and accepted by the Municipality. The monthly invoice shall include the total number of properties listed in the preceding month (as verified by the report required in 3.6), the price per parcel, and the total price, less the 10% to be withheld. A final invoice for the year for the 10% withholding shall be submitted for approval once all work has been completed for the year and all monthly invoices have been submitted.

3. CONDUCT OF VALUATION OF RESIDENTIAL PROPERTY

3.1 Inspection.

3.1.1 The exterior and interior of each house and appurtenant buildings shall be carefully inspected, measured and listed.

3.2 Entrance.

3.2.1 Except for vacancies, refusals, unsafe structure, inhabitants that appear dangerous or threatening, properties that are clearly posted as "No Trespassing" or "Private Property" and those properties where the Town Assessor is unable to make arrangements for interior inspection, the Contractor shall guarantee 100% interior inspection of all 2,250 properties. Refusals include property owners who are non-responsive to a door hanger or callback letter.

3.2.2 When entrance to a building is refused, the Contractor shall note the field card and estimate all pertinent data. If the occupants are not present, the Contractor shall make a note with the date on the property record card. The Contractor shall leave a door hanger or send a letter to the property owner requesting the property owner call the Contractor to arrange an appointment for an interior inspection.

3.2.3 In all cases of entry, the property owner or occupant, at least 18 years of age, shall be asked to sign the property record card as evidence of interior inspection.

3.3 Measurement.

3.3.1 The Contractor shall show on the property record card, or on graph paper attached thereto, a diagram of the principal buildings and their dimensions, with the street side toward the bottom of the diagram. The Contractor will have existing property record cards with current sketches on record. All diagrams must show top down footprints. All additions and attachments must be shown, including any angles or arcs. Attached outbuildings such as barns or sheds shall be shown on the diagram, labeled with the appropriate outbuilding code. All detached outbuildings shall be measured and listed on the property record card by type, gross area and estimated percent good.

3.4 Construction.

3.4.1 The quality of construction, approximate age and overall condition shall be noted and the several features such as foundation, basement area, insulation, roofing, flooring, exterior cover, interior finish, fireplaces, heating and air conditioning systems, solar collectors, plumbing and plumbing fixtures, tiling, electric service, the number of rooms or bedrooms, sprinkler systems, elevators and any other data which would influence value.

3.4.2 The Contractor will utilize the already established Field Inspection Guide and work together to modify the guidelines if necessary.

4. SERVICES TO BE PERFORMED BY THE MUNICIPALITY

- 4.1 The Town Assessor shall act as Appraiser-in-Chief.
- 4.2 Property Record Cards.
 - 4.2.1 Before starting any work, the Town Assessor shall provide to the Contractor all property record cards to be measured and listed arranged by map and street and corresponding tax maps.

5. INDEMNIFICATION AND INSURANCE

- 5.1 The Contractor agrees to defend and indemnify the Municipality against claims for bodily injury, death and property damage which arises in the course of the Contractor's performance of the agreement and with respect to which the Municipality is free from negligence on the part of itself, its employees and agents.
- 5.2 The Contractor shall not be responsible for consequential or compensatory damages arising from the late performance or non-performance of the agreement caused by circumstances which are beyond the Contractor's reasonable control.
- 5.3 The Contractor shall maintain Automobile Liability Insurance. The Automobile Liability Insurance shall be in the form of comprehensive automobile liability and shall provide limits of \$2,000,000 each person and \$2,000,000 each occurrence for bodily injury liability.
- 5.4 The Contractor shall provide certificates of insurance to the Municipality before starting the project confirming the required insurance coverage and providing that the Municipality shall receive ten (10) days written notice of the cancellation or material change in the required insurance coverage.

6. PROJECT SIZE

- 6.1 It is agreed between the parties that the entire project consists of 2,250 Residential Parcels (single-family, multi-family, and condominiums) as defined by RSA 75:9 and that in the event that the number should exceed 100% of said estimate, the Contractor shall be entitled to additional compensation based on \$22.50 per parcel.

7. ASSIGNMENT

- 7.1 This contract and the duties of the Contractor hereunder shall not be assigned or subcontracted.

8. PERSONS WORKING IN HUDSON

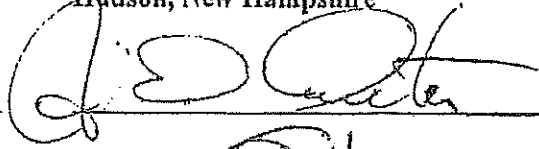

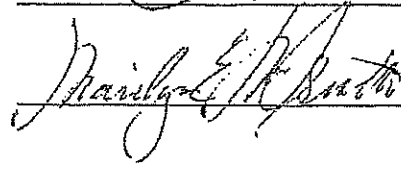
Doug Rollins	Certified Property Assessor Assistant
Joey Smith	Certified Property Assessor Supervisor
Robert Tozier	Certified Property Assessor Supervisor

9. SIGNATURE PAGE

In the presence of:

Hudson, New Hampshire

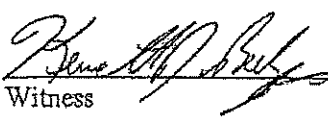

Witness

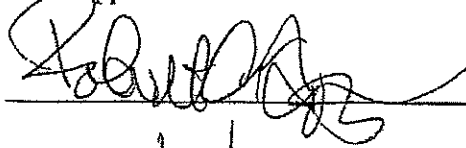




Date: 6-12-18

In the presence of:

KRT Appraisal


Witness


Date: 6/26/2018

Agenda
6-9-20



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



81

RECEIVED
JUN 04 2020
TOWN OF HUDSON
SELECTMEN'S OFFICE

William M. Avery, Jr.
Chief of Police

Captain Tad K. Dionne
Operations Bureau

Captain David A. Cayot
Special Investigations Bureau

Captain David A. Bianchi
Administrative Bureau

To: The Board of Selectmen
Steve Malizia, Town Administrator

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

Date: 04 June 2020

Re: Agenda Item – 09 June 2020

Scope:

The Police Department would like to meet with the Board of Selectmen at their scheduled meeting on 09 June 2020 regarding an issue concerning our Dispatch office only having one entrance in and out of the room.

Northpoint Construction is preparing a quote to install a one-way emergency exit door giving the dispatchers a secondary point of egress.

Thank you for your time. Should you have any questions or concerns, please feel free to contact me.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



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



Agenda C-9-20

8E

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

RECEIVED
JUN 04 2020
TOWN OF HUDSON
SELECTMEN'S OFFICE

*Captain Tad K. Dionne
Operations Bureau*

*Captain David A. Cayot
Special Investigations Bureau*

*Captain David A. Bianchi
Administrative Bureau*

To: The Board of Selectmen
Steve Malizia, Town Administrator

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

Date: 04 June 2020

Re: Agenda Item

Scope:

The Police Department is requesting to meet with the Board of Selectmen at their 09 June 2020 meeting to respectfully ask the Board of Selectman to waive the bidding process and allow us to purchase three (3) Police Utility vehicles. The purchasing of the vehicles would be applied towards the FY21 Budget however, with the high demand for vehicles, we would like to reserve them now.

The vehicles are available at a cost of \$33,756.60 without a trade-in from the Greater Boston Police Council. The Police Department will weigh their options regarding the vehicles that are being replaced with either the Town Auction or a Trade In depending on which value is greater.

Motion:

To accept the Police Department's recommendation to purchase three (3) police utility vehicles from Colonial Municipal Group of Plymouth, MA in the amount of \$101,269.80. It should be noted that this cost does not include the cost to swap-over equipment and the installation of graphics.





Estimate

Date: 4/8/2020

Customer ID: Hudson NH PD

TO: Hudson Police Department
 Attn: Cpt. David Cayot
 1 Constitution Dr.
 Hudson, NH 03051
 603-816-2249

Salesperson: Mike Chase
 508-280-6603

Price Per GBPC/BAPERN

Qty	Item #	Description	Unit Price	Line Total
1.00	K8A	2020 Ford Police Utility AWD Black with Caps	\$ 33,000.00	\$ 33,000.00
1.00	43D	Dark Car Feature	\$ 24.25	\$ 24.25
1.00	51T	Driver Side Spot Lamp Whelen LED	\$ 407.40	\$ 407.40
1.00	549	Power Heated Mirrors	\$ 58.20	\$ 58.20
1.00	76R	Reverse Sensing System	\$ 266.75	\$ 266.75
1.00	Inc.	SYNC Voice Activated System	\$ -	\$ -
1.00	Inc.	Front Headlamp Housing	\$ -	\$ -
1.00	87R	Rear View Mirror with Rear Camera	\$ -	\$ -
1.00	18D	Rear Liftgate Lock Disable	\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -

Special Instructions:

Custom or Special Orders are Non-Refundable
 This Estimate is for Budgetary Purposes and is Not a Guarantee of Cost for Services.
 Estimate is Based on Current Information From Client About the Project Requirements
 Actual Cost May Change Once Project Elements are Finalized

Subtotal \$33,756.60
 Sales Tax
 Grand Total \$33,756.60

Thank you for your business

X 3
\$101,269.80

Town of Hudson

Revenues and Expenditures

Through May 31, 2020

Town of Hudson, NH
Appropriations and Revenue Summary
Month Ending: 5/31/2020

State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
01	General Fund									
4199	5020	Trustees of Trust Funds	3,675	0	0	3,675	705	0	2,970	19%
4195	5025	Cemetery Trustees	1,250	0	0	1,250	54	0	1,196	4%
4140	5030	Town Clerk/Tax Collector	376,809	0	8,651	385,460	351,921	1,378	32,161	92%
4140	5041	Moderator	22,204	0	0	22,204	23,483	0	(1,279)	106%
4140	5042	Supervisors of The Checklist	4,840	0	0	4,840	2,201	0	2,639	45%
4199	5050	Town Treasurer	8,074	0	0	8,074	7,401	0	673	92%
4199	5055	Sustainability Committee	1,300	0	0	1,300	645	0	655	50%
4520	5063	Benson Park Committee	1,100	0	0	1,100	0	0	1,100	0%
4199	5070	Municipal Budget Committee	800	0	0	800	0	0	800	0%
4140	5077	IT - Town Officers	3,265	0	0	3,265	1,877	766	622	81%
4199	5080	Ethics Committee	100	0	0	100	4	0	96	4%
		Town Officers	423,417	0	8,651	432,068	388,292	2,144	41,632	90%
4130	5110	Board of Selectmen/Administration	383,733	0	24,351	408,084	355,405	5,043	47,635	88%
4194	5115	Oakwood	2,275	0	0	2,275	4,415	0	(2,140)	194%
4194	5120	Town Hall Operations	121,631	0	2,475	124,106	108,153	220	15,734	87%
4442	5151	Town Poor	85,000	0	0	85,000	49,697	0	35,303	58%
4130	5177	IT - Town Administration	800	0	0	800	1,323	0	(523)	165%
		Administration	593,439	0	26,826	620,265	518,993	5,263	96,008	85%
4153	5200	Legal	136,560	9,658	(20,900)	125,318	74,181	20,076	31,061	75%
4150	5310	Finance Administration	191,726	3,800	0	195,526	168,992	731	25,803	87%
4150	5320	Accounting	264,293	0	7,646	271,939	245,384	782	25,774	91%
4150	5377	IT - Finance	2,350	0	0	2,350	48	0	2,302	2%
		Finance	458,369	3,800	7,646	469,815	414,424	1,513	53,879	89%
4150	5330	Information Technology	806,773	3,588	5,370	815,731	674,565	72,919	68,248	92%
		Information Technology	806,773	3,588	5,370	815,731	674,565	72,919	68,248	92%
4152	5410	Assessing Department	401,892	23,145	9,251	434,288	397,497	18,087	18,704	96%
4152	5477	IT- Assessing	14,750	0	0	14,750	11,696	0	3,054	79%
		Assessing	416,642	23,145	9,251	449,038	409,193	18,087	21,758	95%
4312	5515	Public Works Facility	56,110	0	0	56,110	64,542	2,969	(11,401)	120%
4312	5551	Public Works Administration	259,498	0	1,336	260,834	244,654	0	16,180	94%
4312	5552	Streets	2,799,965	0	20,202	2,820,167	2,605,596	58,340	156,231	94%
4312	5553	Equipment Maintenance	464,275	0	5,585	469,860	384,139	16,618	69,103	85%
4312	5554	Drainage	510,419	0	16,636	527,055	421,871	1,725	103,459	80%
4522	5556	Parks Division	204,967	0	3,161	208,128	137,920	8,065	62,143	70%
4312	5577	IT - Public Works	4,840	0	0	4,840	2,684	1,500	656	86%
		Public Works	4,300,074	0	46,920	4,346,994	3,861,407	89,217	396,371	91%

Town of Hudson, NH
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State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjstmnts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
4191	5277	IT - LUD	5,345	0	0	5,345	5,823	875	(1,353)	125%
4191	5571	LUD - Planning	239,566	0	7,602	247,168	222,868	5,264	19,035	92%
4191	5572	LUD - Planning Board	8,250	0	0	8,250	4,813	0	3,437	58%
4191	5581	LUD - Zoning	181,077	0	3,899	184,976	170,465	584	13,926	92%
4191	5583	LUD - Zoning Board of Adj	12,400	0	0	12,400	11,725	4,486	(3,812)	131%
4311	5585	LUD - Engineering	272,669	0	4,351	277,020	223,983	15,568	37,469	86%
		Land Use	719,307	0	15,852	735,159	639,678	26,778	68,703	91%
4210	5610	Police Administration	324,919	1,560	5,625	332,104	314,794	6,107	11,203	97%
4210	5615	Police Facility Operations	318,146	21,000	2,880	342,026	258,512	3,978	79,536	77%
4210	5620	Police Communications	716,521	0	0	716,521	617,209	0	99,312	86%
4210	5630	Police Patrol	5,910,899	83,014	212,896	6,206,809	5,355,044	17,341	834,424	87%
4210	5640	Investigations	15,470	0	0	15,470	10,949	939	3,582	77%
4414	5650	Animal Control	113,279	0	1,475	114,754	102,775	685	11,295	90%
4210	5660	Information Services	247,966	0	2,014	249,980	143,262	6	106,713	57%
4210	5671	Support Services	79,875	1,700	825	82,400	63,582	3,282	15,537	81%
4210	5672	Crossing Guards	56,763	0	0	56,763	45,269	0	11,494	80%
4210	5673	Prosecutor	314,042	0	2,685	316,727	289,322	538	26,867	92%
4210	5677	IT - Police	93,672	0	0	93,672	73,912	3,393	16,367	83%
		Police	8,191,552	107,274	228,400	8,527,226	7,274,629	36,267	1,216,330	86%
4220	5710	Fire Administration	662,971	0	11,643	674,614	649,206	1,160	24,248	96%
4220	5715	Fire Facilities	133,328	0	0	133,328	113,483	11,053	8,793	93%
4220	5720	Fire Communications	362,300	52,150	0	414,450	387,201	982	26,268	94%
4220	5730	Fire Suppression	4,787,633	23,946	406,118	5,217,697	4,917,874	31,135	268,688	95%
4220	5740	Fire Inspectional Services	422,558	0	6,637	429,195	310,018	1,585	117,592	73%
4220	5750	Fire Emergency Medical Services	112,052	0	0	112,052	91,183	29,654	(8,785)	108%
4220	5765	Fire Alarm	3,746	0	0	3,746	286	75	3,385	10%
4220	5770	Emergency Management	8,000	0	0	8,000	7,583	26,613	(26,196)	427%
4220	5777	IT - Fire	36,265	0	0	36,265	32,285	3,458	522	99%
		Fire	6,528,853	76,096	424,398	7,029,347	6,509,118	105,715	414,514	94%
4520	5810	Recreation Administration	158,957	0	0	158,957	138,079	391	20,487	87%
4520	5814	Recreation Facilities	71,065	0	0	71,065	69,300	276	1,489	98%
4520	5821	Supervised Play	114,304	0	0	114,304	94,377	940	18,987	83%
4520	5824	Ballfields	11,755	0	0	11,755	4,686	0	7,069	40%
4520	5826	Lacrosse	11,276	0	0	11,276	2,995	0	8,281	27%
4520	5831	Basketball	52,615	0	0	52,615	38,078	0	14,537	72%
4520	5834	Soccer	18,635	0	0	18,635	14,619	0	4,016	78%
4520	5835	Senior Activities Operations	41,542	0	0	41,542	34,449	794	6,299	85%
4520	5836	Teen Dances	1,500	0	0	1,500	1,267	0	233	84%
4520	5839	Community Activities	7,060	0	0	7,060	3,126	33	3,901	45%
4520	5877	IT - Recreation	3,250	0	0	3,250	5,849	0	(2,599)	180%
		Recreation	491,959	0	0	491,959	406,825	2,433	82,701	83%

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State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
4196	5910	Insurance	490,000	0	0	490,000	480,760	0	9,240	98%
4199	5920	Community Grants	90,508	0	0	90,508	90,484	0	24	100%
4583	5930	Patriotic Purposes	5,600	0	0	5,600	4,100	0	1,500	73%
4199	5940	Other Expenses	165,000	4,950	0	169,950	28,751	930	140,269	17%
4220	5960	Hydrant Rental	277,000	0	0	277,000	253,890	0	23,110	92%
4321	5970	Solid Waste Contract	1,615,815	0	0	1,615,815	1,390,828	225,662	(675)	100%
		Non-Departmental	2,643,923	4,950	0	2,648,873	2,248,812	226,592	173,469	93%
		General Fund Appropriation Subtotal	25,710,868	228,511	752,415	26,691,794	23,420,116	607,003	2,664,675	90.0%
		Warrant Articles								
4901	6015	Widening Lowell Rd from Wason to Sag	0	1,464,726	201	1,464,927	55,555	1,409,372	0	100%
4901	6032	Dev. of Benson Property	0	7,302	0	7,302	3,053	4,249	0	100%
4152	6040	Future Prop. Revaluation	15,000	0	0	15,000	15,000	0	0	100%
4210	6056	New Police Officers	187,668	0	(187,668)	0	0	0	0	0%
4220	6059	Fire Fighters Union Contract	132,624	0	(132,624)	0	0	0	0	0%
4130	6060	Hudson, Pol, Fire, Town Supv	95,612	0	(95,612)	0	0	0	0	0%
4199	6061	Admin & Support Contract	39,851	0	(39,851)	0	0	0	0	0%
4312	6062	Public Works Union Contract	38,709	0	(38,709)	0	0	0	0	0%
4902	6089	Communication Systems	0	0	0	0	560,150	98,850	(659,000)	100%
4326	6095	Vaccon Truck Cap Rsrv Fund	15,000	0	0	15,000	15,000	0	0	100%
4915	6208	Library Improvements CRF	25,000	0	0	25,000	25,000	0	0	100%
4903	6209	Construction of New Fire Station	0	135,768	0	135,768	0	135,768	0	100%
0000	6434	Operating Transfer to Library	0	0	0	0	1,140,984	0	(1,140,984)	100%
0000	6436	Operating Transfer to Cons Co.	0	0	0	0	51,453	0	(51,453)	0%
		General Fund Warrant Articles	549,464	1,607,796	(494,263)	1,662,997	1,866,195	1,648,239	(1,851,437)	211%
		General Fund Total Budget	26,260,332	1,836,307	258,152	28,354,790	25,286,311	2,255,242	813,238	97%
02		Sewer Fund								
4326	5561	Sewer Billing & Collection	151,612	0	2,654	154,266	141,588	891	11,787	92%
4326	5562	Sewer Operation & Maintenance	1,057,592	206,786	(27,933)	1,236,445	981,918	126,298	128,229	90%
4326	5564	Sewer Capital Projects	560,000	237,516	(20,544)	776,972	528,279	0	248,693	68%
4326	6095	Vaccon Truck Cap Rsrv Fund	15,000	0	0	15,000	15,000	0	0	100%
		Sewer Fund	1,784,204	444,302	(45,823)	2,182,683	1,666,785	127,189	388,708	82%
03		Water Fund								
4332	5591	Water - Administration	277,629	0	3,438	281,067	257,116	2,693	21,258	92%
4332	5592	Water - Ops & Maintenance	1,404,773	244,535	3,650	1,652,958	1,197,295	187,307	268,356	84%
4335	5593	Water - Supply	843,945	61,444	6,321	911,710	462,252	423,587	25,870	97%
4332	5594	Water - Debt Service	1,354,476	0	0	1,354,476	1,354,476	0	1	100%
		Water Fund	3,880,823	305,979	13,409	4,200,211	3,271,139	613,587	315,484	92%
		Total General, Sewer, Water Funds	31,925,359	2,586,587	225,738	34,737,684	30,224,235	2,996,019	1,517,430	96%

Town of Hudson, NH
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State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
			<u>Budgeted Revenue</u>		<u>Supplemental Budget</u>	<u>Adjusted Revenue</u>	<u>Revenues</u>	<u>Use of Fund Balance</u>	<u>Balance</u>	
		General Fund Revenue	27,466,263		267,847	27,734,110	26,694,162	655,000	384,948	99%
		Sewer Fund Revenue	1,784,204		0	1,784,204	1,152,751	76,000	555,453	69%
		Water Fund Revenue	3,880,823		0	3,880,823	3,120,755	0	760,068	80%
		Total General, Sewer, Water Funds Revenue	33,131,290	0	267,847	33,399,137	30,967,667	731,000	1,700,470	95%
Other Funds										
State #	Dept #	Department	Budget FY 2020	Prior Year Encumbered	Budget and PY Adjustmts	Available Appropriation	Expended To Date	Encumbered	Balance Available	% Expended
04	5060	Library	1,154,478	0	0	1,154,478	956,774	6	197,698	83%
05	5598	Land Use Change Tax Fund	0	0	0	0	0	0	0	0%
06	5586	Conservation Commission	51,453	67,079	600	119,132	455,733	65,900	(402,502)	100%
14	5630	Police Forfeiture	0	0	0	0	68,455	40,220	(108,675)	100%
35	5845	Senior Activities Revolving Fund	0	75,477	(11,093)	64,384	63,861	89,742	(89,220)	100%
45	5045	Community TV Revolving Fund	0	2,957	0	2,957	238,304	10,944	(246,291)	100%
46	8901	Grants	0	860	(860)	0	0	0	0	0%
		Other Funds	1,205,931	146,373	(11,353)	1,340,951	1,783,128	206,812	(648,989)	148%
			<u>Budgeted Revenue</u>		<u>Supplemental Budget</u>	<u>Adjusted Revenue</u>	<u>Revenues</u>	<u>Use of Fund Balance</u>	<u>Balance</u>	
		Senior Activities Revolving Fund	0			0	64,225		(64,225)	100%
		Community TV Revolving Fund	0			0	319,096		(319,096)	100%
		Total Expenditures All Funds	33,131,290	2,732,961	214,385	36,078,635	32,007,363	3,202,831	868,441	98%

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Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
General Fund						
01-0000-4914-000-000	Library Revenue	12,329.00	0.00	12,329.00	0.00	100.000
01-3110-4100-000-000	General Property Taxes	16,750,188.00	0.00	16,794,421.11	-44,233.11	100.264
01-3110-4101-000-000	Overlay	-216,779.00	-943.52	27,404.03	-244,183.03	-12.641
01-3185-4120-000-000	Yield Taxes and Interest	10,000.00	0.00	1,699.27	8,300.73	16.993
01-3186-4115-000-000	In Lieu of Taxes	12,713.00	0.00	12,815.64	-102.64	100.807
01-3189-4121-000-000	Excavation Activity Tax	3,000.00	8,188.04	8,217.42	-5,217.42	273.914
01-3189-4127-000-000	Boat Tax	7,000.00	1,648.36	5,761.48	1,238.52	82.307
01-3190-4203-000-000	Charges on Property Taxes	5,000.00	173.65	3,985.63	1,014.37	79.713
01-3190-4204-000-000	Interest on Property Taxes	220,000.00	32,772.71	154,044.44	65,955.56	70.020
01-3220-4201-000-000	Motor Vehicle Permits	5,420,000.00	452,397.80	5,135,336.71	284,663.29	94.748
01-3230-4216-000-000	Certificate of Occupancy Permit	15,000.00	200.00	6,800.00	8,200.00	45.333
01-3230-4218-000-000	Building Permits	275,000.00	21,718.40	224,603.30	50,396.70	81.674
01-3230-4381-000-000	Septic Inspection Fees	6,000.00	900.00	5,000.00	1,000.00	83.333
01-3290-4209-000-000	Excavation Permits	5,000.00	150.00	3,150.00	1,850.00	63.000
01-3290-4214-000-000	Driveway Permits	2,000.00	150.00	1,850.00	150.00	92.500
01-3290-4217-000-000	Health Permits	150.00	0.00	0.00	150.00	0.000
01-3290-4221-000-000	Pistol Permits	4,000.00	70.00	1,374.00	2,626.00	34.350
01-3290-4233-000-000	Oil Burner/Kerosene Permits	1,000.00	-30.00	-30.00	1,030.00	-3.000
01-3290-4238-000-000	Police Alarm Permit	2,800.00	15.00	3,705.00	-905.00	132.321
01-3290-4239-000-000	Fire - Place of Assembly	2,000.00	0.00	1,095.00	905.00	54.750
01-3290-4254-000-000	Fire Alarm Permits	1,500.00	0.00	999.50	500.50	66.633
01-3290-4312-000-000	Zoning Application Fees	3,000.00	161.00	5,140.00	-2,140.00	171.333
01-3290-4313-000-000	Planning Board Fees	30,000.00	4,210.35	38,918.29	-8,918.29	129.728
01-3290-4315-000-000	Sewer Service Permit	3,000.00	100.00	900.00	2,100.00	30.000
01-3290-4321-000-000	UCC Filings	7,000.00	1,485.00	6,750.00	250.00	96.429
01-3290-4322-000-000	Vital Statistics	7,000.00	295.00	10,217.00	-3,217.00	145.957
01-3290-4323-000-000	Police Fines, Forfeit, Court	500.00	0.00	0.00	500.00	0.000
01-3290-4325-000-000	Animal Control Fines/Fees	8,000.00	25.00	11,108.50	-3,108.50	138.856
01-3290-4326-000-000	Notary Fees	300.00	0.00	5.00	295.00	1.667
01-3290-4327-000-000	Parking Violation Fees	2,000.00	0.00	815.00	1,185.00	40.750

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01-3290-4328-000-000	Street Acceptance/Opening Fee	0.00	0.00	100.00	-100.00	0.000
01-3290-4334-000-000	Construction Inspection Fee	15,000.00	0.00	13,825.00	1,175.00	92.167
01-3290-4335-000-000	Animal Boarding Fees	1,100.00	165.00	805.00	295.00	73.182
01-3290-4343-000-000	Copy Fees and Sale of Books	1,500.00	0.00	858.60	641.40	57.240
01-3290-4347-000-000	Bad Check Fees	2,500.00	106.80	1,350.67	1,149.33	54.027
01-3290-4356-000-000	Police False Alarm Fines	10,000.00	0.00	6,100.00	3,900.00	61.000
01-3290-4421-000-000	Marriage Licenses	1,000.00	-72.00	2,623.00	-1,623.00	262.300
01-3290-4422-000-000	Hawker/Peddler License	1,000.00	300.00	996.40	3.60	99.640
01-3290-4427-000-000	Articles of Agreement	0.00	0.00	5.00	-5.00	0.000
01-3290-4428-000-000	Pole Licenses	0.00	0.00	50.00	-50.00	0.000
01-3290-4430-000-000	Scrap Metal License	50.00	0.00	0.00	50.00	0.000
01-3290-4450-000-000	Animal Control Licenses	18,000.00	-6,326.00	14,294.75	3,705.25	79.415
01-3290-4451-000-000	Drain Layers License	0.00	250.00	2,500.00	-2,500.00	0.000
01-3351-4840-000-000	Shared Revenue - Municipal Aid	0.00	0.00	268,277.48	-268,277.48	0.000
01-3352-4841-000-000	Shared Revenue - Meals and Rental Tax Distribution	1,291,333.00	0.00	1,291,332.87	0.13	100.000
01-3353-4610-000-000	Shared Revenue - Highway Block Grant	568,939.00	0.00	568,877.01	61.99	99.989
01-3359-4656-000-000	Grants - Police	26,000.00	6,563.30	37,253.23	-11,253.23	143.282
01-3359-4657-000-000	Grants - Fire	489,749.14	0.00	427,529.45	72,219.69	85.549
01-3359-4659-000-000	Grants - Other	10,000.00	17,676.53	62,790.78	-52,790.78	627.908
01-3359-4660-000-000	Grants - Pandemic	0.00	0.00	0.00	0.00	0.000
01-3379-4300-000-000	Sewer Utility Admin Fee	44,000.00	0.00	44,000.00	0.00	100.000
01-3379-4301-000-000	Water Utility Admin Fee	66,000.00	0.00	66,000.00	0.00	100.000
01-3401-4324-000-000	Police Record Fees	7,000.00	125.00	7,441.00	-441.00	106.300
01-3401-4342-000-000	Sale of Checklists	500.00	25.00	75.00	425.00	15.000
01-3401-4708-000-000	Welfare Reimbursement	1,000.00	29.65	3,807.81	-2,807.81	380.781
01-3401-4716-000-000	Cash Over/Short	0.00	0.00	179.76	-179.76	0.000
01-3401-4720-000-000	Police Outside Detail	120,000.00	6,558.49	144,430.06	-24,430.06	120.358
01-3401-4729-000-000	Contracted Services - Litchfield	60,000.00	0.00	48,744.09	11,255.91	81.240
01-3401-4730-000-000	Ambulance Billings	840,000.00	0.00	619,060.76	220,939.24	73.698
01-3401-4731-000-000	Charges on Ambulance Receivables	-40,000.00	0.00	-33,996.74	-6,003.26	84.992
01-3401-4732-000-000	Fire Incident Reports	500.00	30.00	470.00	30.00	94.000

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01-3401-4745-000-000	Cable Franchise Fees	88,000.00	20,128.72	79,774.01	8,225.99	90.652
01-3401-4746-000-000	Police Testing and Application Fees	2,000.00	0.00	0.00	2,000.00	0.000
01-3401-4748-000-000	Insurance Reimbursement	27,174.99	0.00	71,675.60	-44,500.61	263.756
01-3401-4756-000-000	Misc Rev - Police	500.00	4,995.00	31,698.95	-31,198.95	###.###
01-3401-4757-000-000	Misc Rev - Fire	500.00	175.00	760.00	-260.00	152.000
01-3401-4758-000-000	Misc Rev - Recreation	500.00	0.00	0.00	500.00	0.000
01-3401-4759-000-000	Misc Rev - Other	500.00	0.00	2,182.80	-1,682.80	436.560
01-3401-4761-000-000	Rec Rev - Basketball	50,000.00	0.00	7,155.00	42,845.00	14.310
01-3401-4762-000-000	Rec Rev - Supervised Play	150,000.00	0.00	42,566.95	107,433.05	28.378
01-3401-4764-000-000	Rec Rev - Soccer	25,000.00	0.00	2,040.00	22,960.00	8.160
01-3401-4765-000-000	Rec Rev - Tennis	4,000.00	0.00	0.00	4,000.00	0.000
01-3401-4766-000-000	Rec Rev - Teen Dances	3,000.00	0.00	2,415.00	585.00	80.500
01-3401-4767-000-000	Rec Rev - Adult Softball	13,000.00	0.00	1,837.50	11,162.50	14.135
01-3401-4768-000-000	Rec Rev - Lacrosse	12,000.00	-7,125.00	-7,115.00	19,115.00	-59.292
01-3401-4769-000-000	Rec Rev - Community Activities	12,000.00	0.00	2,620.00	9,380.00	21.833
01-3501-4704-000-000	Sale of Town Property	65,000.00	0.00	107,187.18	-42,187.18	164.903
01-3502-4702-000-000	Bank Charges	-10,000.00	0.00	-6,315.47	-3,684.53	63.155
01-3502-4703-000-000	Interest on Investments	361,000.00	0.00	256,042.40	104,957.60	70.926
01-3503-4373-000-000	Rents of Town Property	3,000.00	0.00	1,800.00	1,200.00	60.000
01-3508-4556-000-000	Donations - Police	3,471.37	606.50	12,616.96	-9,145.59	363.458
01-3508-4557-000-000	Donations - Fire	528.60	0.00	5,525.00	-4,996.40	###.###
01-3508-4558-000-000	Donations - Recreation	0.00	0.00	1,498.34	-1,498.34	0.000
01-3508-4559-000-000	Donations - Other	1,000.00	0.00	0.00	1,000.00	0.000
01-3914-4996-000-000	Voted from Surplus	55,000.00	0.00	0.00	55,000.00	0.000
01-3915-4922-000-000	From Capital Reserve Fund	123,063.00	0.00	0.00	123,063.00	0.000
01-3939-4999-000-000	Use of Fund Balance	600,000.00	0.00	0.00	600,000.00	0.000
Totals	General Fund	27,734,110.10	567,898.78	26,694,161.52	1,039,948.58	96.250

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: May 2020, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Sewer Fund						
02-3190-4180-000-000	Interest on Sewer Utility	20,000.00	89.59	16,699.27	3,300.73	83.496
02-3190-4181-000-000	Sewer Betterment Interest	800.00	0.00	1,023.90	-223.90	127.988
02-3401-4716-000-000	Cash Over/Short	0.00	0.00	0.23	-0.23	0.000
02-3403-4780-000-000	Sewer Base Charges	550,000.00	0.00	557,445.17	-7,445.17	101.354
02-3403-4781-000-000	Sewer Consumption Charges	519,993.00	0.00	538,722.13	-18,729.13	103.602
02-3409-4783-000-000	Sewer Capital Assessment Other Chg	500.00	0.00	0.00	500.00	0.000
02-3500-4773-000-000	Otarnic Pond Betterment Assessment	24,911.00	0.00	24,911.00	0.00	100.000
02-3500-4782-000-000	Sewer Capital Assessment	50,000.00	0.00	17,054.65	32,945.35	34.109
02-3502-4702-000-000	Bank Charges	-3,000.00	0.00	-3,011.11	11.11	100.370
02-3509-4786-000-000	Sewer - Other Income/(Expenses)	0.00	0.00	-94.22	94.22	0.000
02-3915-4922-000-000	From Capital Reserve Fund	530,000.00	0.00	0.00	530,000.00	0.000
02-3939-4999-000-000	Use of Fund Balance	76,000.00	0.00	0.00	76,000.00	0.000
02-4915-4915-000-000	To Capital Reserve Fund - Sewer	15,000.00	0.00	0.00	15,000.00	0.000
Totals	Sewer Fund	1,784,204.00	89.59	1,152,751.02	631,452.98	64.609

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: May 2020, GL Year 2020

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Water Fund						
03-3190-4794-000-000	Interest on Delinquent Accounts	8,000.00	0.00	5,804.35	2,195.65	72.554
03-3290-4394-000-000	Backflow Testing Fees	33,000.00	0.00	11,573.00	21,427.00	35.070
03-3290-4395-000-000	Water Hookup Fee	30,000.00	750.00	9,950.00	20,050.00	33.167
03-3290-4396-000-000	Water Service Fees	12,000.00	1,995.00	14,303.11	-2,303.11	119.193
03-3290-4397-000-000	Shutoff/Reconnect Fee	8,000.00	0.00	5,125.00	2,875.00	64.063
03-3401-4716-000-000	Cash Over/Short	0.00	0.00	28.95	-28.95	0.000
03-3401-4748-000-000	Insurance Reimbursement	0.00	0.00	13,870.00	-13,870.00	0.000
03-3402-4390-000-000	Rental Fee - Private Hydrant	60,000.00	5,356.47	58,921.17	1,078.83	98.202
03-3402-4391-000-000	Rental Fee - Public Hydrant	78,000.00	6,496.20	71,458.20	6,541.80	91.613
03-3402-4392-000-000	Public Fire Protection	224,000.00	18,679.88	205,156.18	18,843.82	91.588
03-3402-4790-000-000	Water Base Charges	940,000.00	79,831.92	879,365.81	60,634.19	93.550
03-3402-4791-000-000	Water Usage Charges	1,971,823.00	130,072.80	1,662,532.02	309,290.98	84.314
03-3402-4792-000-000	Fire Access Charges	199,000.00	16,584.67	180,896.60	18,103.40	90.903
03-3402-4799-000-000	Water Sales to Pennichuck	320,000.00	0.00	0.00	320,000.00	0.000
03-3502-4702-000-000	Bank Charges	-5,000.00	0.00	-329.70	-4,670.30	6.594
03-3509-4793-000-000	Other Income - Water	2,000.00	50.00	2,100.00	-100.00	105.000
03-3915-4922-000-000	From Capital Reserve Fund	0.00	0.00	0.00	0.00	0.000
Totals	Water Fund	3,880,823.00	259,816.94	3,120,754.69	760,068.31	80.415

Run: 6/04/20
3:57PM

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: May 2020, GL Year 2020

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llabrie
ReportSortedRevenue
All

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
Sr Activities Revolving Fund						
35-3401-4735-000-000	Misc Rev - Senior Activities	0.00	0.00	57,864.68	-57,864.68	0.000
35-3401-4736-000-000	Membership Fees	0.00	0.00	6,360.00	-6,360.00	0.000
Totals	Sr Activities Revolving Fund	0.00	0.00	64,224.68	-64,224.68	0.000

Run: 6/04/20
3:57PM

Revenue Report
Month End Revenue
Town of Hudson, NH
As Of: May 2020, GL Year 2020

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llabrie
ReportSortedRevenue
All

Account Number		Est Rev	MTD Rev	YTD Rev	Balance	%Coll
	Community TV Revolving Fund					
45-3401-4745-000-000	Cable Franchise Fees	0.00	80,514.89	319,096.05	-319,096.05	0.000
Totals	Community TV Revolving Fund	0.00	80,514.89	319,096.05	-319,096.05	0.000

**TOWN OF HUDSON
AUTOMOBILE REGISTRATION BY MONTH
FISCAL YEARS 2015, 2016, 2017, 2018, 2019,2020**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>1st half Fiscal Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2nd half Fiscal Year</u>	<u>Actual Fiscal Year Total</u>	<u>Budget Fiscal Year Total</u>
FY2015	\$322,029	\$367,748	\$337,695	\$363,640	\$322,115	\$361,393	\$2,074,620	\$392,340	\$350,311	\$456,552	\$397,465	\$377,970	\$475,774	\$2,450,411	\$4,525,023	\$4,000,000
vs. Budget	8.1%	17.2%	25.7%	34.8%	42.8%	51.9%	51.9%	61.7%	70.4%	81.8%	91.8%	101.2%	113.1%	61.3%	vs. Budget	113.1%
FY2016	\$355,622	\$375,666	\$396,497	\$432,624	\$383,736	\$331,951	\$2,276,095	\$464,698	\$434,255	\$466,096	\$378,514	\$463,070	\$492,415	\$2,699,048	\$4,975,135	\$4,200,000
vs. Budget	8.5%	17.4%	26.9%	37.2%	46.3%	54.2%	54.2%	65.3%	75.6%	86.7%	95.7%	106.7%	118.5%	64.3%	vs. Budget	118.5%
FY2017	\$327,635	\$400,991	\$435,251	\$400,872	\$390,525	\$422,355	\$2,377,628	\$527,661	\$425,856	\$464,481	\$397,461	\$521,282	\$460,464	\$2,797,204	\$5,174,832	\$4,550,000
vs. Budget	7.2%	16.0%	25.6%	34.4%	43.0%	52.3%	52.3%	63.9%	73.2%	83.4%	92.2%	103.6%	113.7%	61.5%	vs. Budget	113.7%
FY2018	\$345,710	\$427,939	\$416,805	\$443,016	\$371,576	\$453,830	\$2,458,875	\$582,567	\$460,122	\$473,141	\$402,980	\$543,706	\$507,592	\$2,970,108	\$5,428,983	\$4,700,000
vs. Budget	7.4%	16.5%	25.3%	34.8%	42.7%	52.3%	52.3%	64.7%	74.5%	84.6%	93.1%	104.7%	115.5%	63.2%	vs. Budget	115.5%
FY2019	\$429,067	\$457,722	\$389,685	\$464,888	\$471,953	\$454,133	\$2,667,448	\$531,274	\$504,668	\$444,548	\$561,605	\$513,577	\$511,323	\$3,066,993	\$5,734,441	\$5,000,000
vs. Budget	8.6%	17.7%	25.5%	34.8%	44.3%	53.3%	53.3%	64.0%	74.1%	83.0%	94.2%	104.5%	114.7%	61.3%	vs. Budget	114.7%
FY2020	\$437,974	\$485,183	\$410,994	\$530,162	\$446,610	\$470,237	\$2,781,159	\$638,551	\$515,784	\$416,309	\$331,136	\$452,398		\$2,354,178	\$5,135,337	\$5,420,000
vs. Budget	8.1%	17.0%	24.6%	34.4%	42.6%	51.3%	51.3%	63.1%	72.6%	80.3%	86.4%	94.7%		43.4%	vs. Budget	94.7%

**TOWN OF HUDSON
GENERAL FUND INTEREST BY MONTH
FISCAL YEARS 2015, 2016, 2017, 2018, 2019,2020**

	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>1st half Fiscal Year</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2nd half Fiscal Year</u>	<u>Actual Fiscal Year Total</u>	<u>Budget Fiscal Year Total</u>
FY2015	\$0	\$0	\$3,664	\$1,732	\$1,362	\$1,000	\$7,758	\$0	\$2,526	\$3,773	\$1,660	\$1,342	\$1,052	\$10,353	\$18,111	\$5,000
vs. Budget	0.0%	0.0%	73.3%	107.9%	135.2%	155.2%	155.2%	155.2%	205.7%	281.1%	314.3%	341.2%	362.2%	207.1%	vs. Budget	362.2%
FY2016	\$2,934	\$0	\$2,630	\$417	\$1,262	\$990	\$8,232	\$1,703	\$2,866	\$2,296	\$2,094	\$2,444	\$2,881	\$14,284	\$22,516	\$5,000
vs. Budget	58.7%	58.7%	111.3%	119.6%	144.8%	164.6%	164.6%	198.7%	256.0%	301.9%	343.8%	392.7%	450.3%	285.7%	vs. Budget	450.3%
FY2017	\$6,112	\$0	\$5,786	\$4,242	\$3,440	\$2,256	\$21,836	\$0	\$5,991	\$9,498	\$16,578	\$6,333	\$7,235	\$45,635	\$67,471	\$19,000
vs. Budget	32.2%	32.2%	62.6%	84.9%	103.1%	114.9%	114.9%	114.9%	146.5%	196.4%	283.7%	317.0%	355.1%	240.2%	vs. Budget	355.1%
FY2018	\$14,877	\$14,656	\$7,236	\$4,331	\$9,647	\$6,947	\$57,694	\$16,560	\$18,741	\$14,208	\$15,488	\$19,596	\$16,919	\$101,512	\$159,206	\$25,000
vs. Budget	59.5%	118.1%	147.1%	164.4%	203.0%	230.8%	230.8%	297.0%	372.0%	428.8%	490.8%	569.1%	636.8%	406.0%	vs. Budget	636.8%
FY2019	\$0	\$45,557	\$38,553	\$27,494	\$0	\$46,686	\$158,289	\$45,246	\$52,094	\$42,049	\$0	\$66,149	\$19,534	\$225,072	\$383,361	\$120,000
vs. Budget	0.0%	38.0%	70.1%	93.0%	93.0%	131.9%	131.9%	169.6%	213.0%	248.1%	248.1%	303.2%	319.5%	187.6%	vs. Budget	319.5%
FY2020	\$0	\$42,580	\$39,013	\$33,695	\$24,052	\$13,649	\$152,989	\$6,066	\$35,128	\$32,541	\$21,179	\$8,140		\$103,053	\$256,042	\$361,000
vs. Budget	0.0%	11.8%	22.6%	31.9%	38.6%	42.4%	42.4%	44.1%	53.8%	62.8%	68.7%	70.9%		28.5%	vs. Budget	70.9%

participating remotely, possibly influencing that member, and that interaction is not apparent to the public or the other members of the selectmen. From that perspective, I do believe the member participating remotely should identify for the public and the other members of the selectmen whether or not someone else is in the room with them. Of course, I think there needs to be some level of reasonableness. If the other people present are members of the same household, and are genuinely ambivalent about the meeting, it is probably unnecessary to announce that your spouse, etc. is present.

As far as receiving text messages, I think there is the same issue as above, which is someone interacting with that member of the selectmen during the meeting, potentially influencing that member, without the public or other members being aware. There is also the additional layer of the fact that the text message itself may be a public record under the Right-to-Know law.

I will also add that I do not necessarily think the issue of receiving text messages is limited to members participating in the meeting remotely. I think the members present at a meeting could equally be receiving text messages.

The fact that the technology exists such that the a member of the public may interact one-on-one with individual members of the selectmen in real time via text during a meeting, essentially provides that person with some limited public comment. Under the Right-to-Know law, I think that comment would be required to be made publicly, and an equal opportunity afforded to any other members of the public who also wanted to comment.

Given the foregoing, I think this is probably an area where the Selectmen may want to consider a policy. I don't know that a formal written policy is necessary, but at a minimum, I would suggest they discuss the issue as a board and decide how to handle the issue going forward.

From: Malizia, Steve <smalizia@hudsonnh.gov>
Sent: Monday, June 01, 2020 11:01 AM
To: David Lefevre <dlefevre@tarbellbrodich.com>
Subject: RE: New Right-to-Know Law Cases

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* Start here *

1.)

Dave,

Different question. If a Board of Selectmen member is participating in a Board meeting remotely (from their residence) they are supposed to state who else is in the room with them. Correct? Are there any prohibitions about them receiving and sending text messages (presumably with the public) during the meeting? The Board member who has been participating remotely was asked and admitted that they had received and I believe



responded to texts during the meeting. Selectman McGrath thought that was wrong and asked that I inquire of you whether its legal or allowable to do so. What say you?

2.)

Steve

CAUTION!!

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

Laffin, Jill

From: Marilyn McGrath <mmcgp2@gmail.com>
Sent: Thursday, June 4, 2020 2:48 PM
To: Laffin, Jill
Subject: Fwd: FW: New Right-to-Know Law Cases

----- Forwarded message -----

From: Malizia, Steve <smalizia@hudsonnh.gov>
Date: Thu, Jun 4, 2020 at 2:43 PM
Subject: FW: New Right-to-Know Law Cases
To: Marilyn McGrath <mmcgpe2@gmail.com>

Per your request attached is Attorney Lefevre's opinion regarding your inquiry.

From: David Lefevre [<mailto:dlefevre@tarbellbrodich.com>]
Sent: Monday, June 1, 2020 1:19 PM
To: Malizia, Steve <smalizia@hudsonnh.gov>
Subject: RE: New Right-to-Know Law Cases

Steve:

3.)

I'm not sure I would characterize this as illegal, but there are issues to consider, especially under the Right-to-Know law. A couple of comments.

As far as stating who else is in the room for the member participating remotely, I suspect the genesis of that requirement is State and Federal wiretapping laws. For example, if I was talking with you on a speaker, I would have to let you know if anyone else is present in the room, because if they were listening in on our conversation and you didn't know about it, that could be a wiretapping violation. On the other hand, public meetings are different. They are televised and the public has a right to record the meetings. Thus, I'm not sure the wiretapping laws come into play in the context of a public meeting. There is no real expectation of privacy, and I do not necessarily believe that the fact that one member is participating from home remotely changes the analysis, at least when the issue is limited to someone listening in or observing the meeting.

I think the broader area of concern is not the fact that some unknown person may be listening in on the meeting, but the possibility that the third person may be somehow interacting with the member of the selectmen who is